June 23, 2014

ECONOMIC DEVELOPMENT COMMITTEE

NO ITEMS.

June 23, 2014

ADMINISTRATIVE COMMITTEE

1. Discussion of proposed judicial facility sites by consulting architects HOK, Inc.

2. Discussion of the use of former Environmental Health building for Healthy Start Coalition of Santa Rosa County office space.

3. Discussion of request from Milton Aviation Partners to amend current lease to include additional property for expansion.

4. Discussion of Agreement with Emerald Coast Utilities Authority (ECUA) for transportation and processing of recyclable material.

5. Discussion of recruitment of Tourist Development Director position.

6. Discussion of letter to Congressman Miller and Senators Nelson and Rubio regarding facilitating permitting by the US Army Corps of Engineers for the Navarre Beach renourishment project.

7. Discussion of authorizing engineering to initiate permitting for dredging area adjacent to Oriole Beach boat ramp based on public safety concerns.

8. Discussion of request from The Magnolia Center for management agreement of the McCallister Park.

9. Discussion of proposal from Sam Marshall Architects regarding resolving water intrusion into the Emergency Operations Center during April flooding.

10. Discussion of Social Media/Digital Marketing Policies and Procedures as recommended by the Public Information Officer.

11. Discussion of annual renewal of the contract with Florida Coalition Against Domestic Violence for Domestic Violence Program.

12. Discussion of scheduling quarterly Board of Commissioners and Zoning Board meetings at Tiger Point Community Center effective with the respective meetings Thursday, August 14, 2014.

13. INFO ONLY: Public Hearing items scheduled for 9:30 a.m. Thursday, June 26, 2014:

    An ordinance establishing street lighting Municipal Service Benefit Unit (MSBU) for Foxboro, Diamond Creek, Longview, Pace Mill Creek and Ashley Plantation.

    An ordinance establishing paving/water/sewer MSBU for Ponderosa Subdivision.

    An ordinance establishing subdivision improvements MSBU for Hidden Forest Subdivision.

No support documentation for this agenda item.

Healthy Start

Coalition of Santa Rosa County

Every baby deserves a healthy start

Board of Directors

Betty Arnold, Chair
Retired, Child Advocate

Daniel Hahn, Vice Chair
SAFER &
Santa Rosa County
Emergency Management

Melissa Bracken-Stuckey, Secretary
Early Learning Coalition of SRC

Margarita Vazquez, Treasurer
Primerica

Jewell (Butch) Miller
Retired, Community Representative

Guy Thompson
Milton Mayor & United Way Director

Dr. Luis Ghiglino
Pediatrician

Jerry Roberts
Family Resource Program

Dr. Helen Turner
Dentist

Sandy Park-O'Hara, ARNP
Florida Department of Health- Santa Rosa County

Dorothy Grace, RN
Santa Rosa Medical Center

Major Jack Onkka
Santa Rosa County Sheriff's Office

June 13, 2014

Mr. Hunter Walker
Santa Rosa County Administrator
Santa Rosa County Administrative Offices
6495 Caroline Street, Suite M
Milton, Florida 32570-4592

Dear Mr. Walker,

I would like to thank you for the opportunity to speak with you Wednesday and for placing Healthy Start on the agenda for the June 26, 2014 County Commission meeting. It was a pleasure.

In 1992 the rates of low birth-weight babies, infant mortality, and access to care for pregnant women were at an all-time high in the State of Florida. Legislation was passed to address these issues. In response, Dr. Elbert W. Sutton, then the director of the Santa Rosa County Health Department, formed the Healthy Start Coalition of Santa Rosa County, Inc. The coalition is a private, non-profit organization, funded by state and federal grants. The coalition does not provide direct client services, but contracts with the Florida Department of Health in Santa Rosa County to provide case management to women experiencing a high risk pregnancy and infants at risk of having poor health outcomes. The partnership between the coalition and the health department has been successful, and I am proud to say that, throughout the years, Santa Rosa County has consistently been above the state average in satisfactory maternal and child health outcomes!

In 2013, Santa Rosa welcomed 1,797 new babies into the community. Healthy Start Care Coordinators touched the lives of 1,264 of these babies and their mothers, providing 27,779 services. This past February, my contract manager, Brett Miller, from the State Department of Health was here for a site visit. We attended the County Commission meeting where Santa Rosa received the Safe Communities America designation. He was totally amazed by the collaboration among agencies that allows Santa Rosa to accomplish the great things we do! These are the kinds of successes that make Santa Rosa a healthy community where people want to live, work, and raise their families.

Every five years, the coalition collaborates with many county agencies to develop a plan that addresses barriers to care and other issues affecting pregnant women

5907 Berryhill Road • Milton, FL • 32570 • Phone (850)626-6751 • Fax (850) 626-9921 •
www.healthystartsantarosa.org

and their babies. It operates on a budget of $147,900, which requires a 25 percent in-kind match of $36,975 in order to draw down funds from the state. Each year, the coalition brings approximately $600,000 into the county for maternal and child health.

In the past, the coalition has been fortunate to be able to provide the in-kind match by utilizing office space donated by one of our community partners. For 17 years, the Santa Rosa County School District provided offices at the Berryhill Administrative Complex. When the school district could no longer house the coalition, Mr. Phillip Wright, CEO of Santa Rosa Medical Center, allowed us to lease space in a building owned by the hospital for one dollar a month. Unfortunately, the hospital is no longer able to provide space and the coalition will again have to relocate.

I would like to ask the Santa Rosa County Commission to consider allowing the Healthy Start Coalition of Santa Rosa County to use the former Department of Health in Santa Rosa County Environmental Health building at 5505 Stewart Street. The building is currently vacant, and I understand the county has no plans to use it at this time. If the county is willing to provide the building at no fee, or for a nominal fee, the coalition will pay all utilities and alarm service. We will be the clearing house for all Maternal and Child Health Statistics for the county and will provide an Annual report of Maternal and Child Health outcomes for our county as we compare to the state.

Respectfully,

Martha Zimmermann
Executive Director

cc: Commissioner Melvin, Chair
Commissioner Salter, Vice Chair
Commissioner Cole
Commissioner Lynchard

PETER PRINCE AVIATION CENTER
5800 AVIATION DRIVE
MILTON, FLORIDA 32583
May 19, 2014

Santa Rosa County Commission
Milton, Florida

Dear County Commissioners:

The Partners request the Santa Rosa County Commission to review the attached survey showing the area leased for the development of PPAC.

More than 60% of the leased area was lost meeting state and local development requirements. This has posed a serious problem in PPAC developing a profit-making venture for its investors.

Currently, the investors have split the flight training school to operate 9 aircraft in Gulf Shores, Alabama. This cost the County the economic impact of eight full-time employees.

PPAC needs ramp space to park and operate the current fleet of 20-plus aircraft now in service at the Florida and Alabama locations. Future projections estimate that 30 to 40 aircraft will be needed for flight training and rental within 18 to 24 months.

The flight school will require additional space for classrooms and offices for managerial staff.

Lifeguard Air Ambulance has contacted and is in negotiations with us to stage emergency aircraft at our facility on a 24/7 schedule. This will require employees as well as PPAC providing maintenance and fuel.

We respectfully ask the County Commission to review the attached references and amend our lease to include the +/- 6 acres that can be developed to meet our projected expansion over the next 60 months.

The areas that are critical to our expansion are noted in blue. This area will temporarily handle our current needs.

Sincerely,

Archie Collum
Senior Partner

Attachments

PARKING FOR 5 AIRCRAFT
PROSPOSED PARKING FOR 10 ADDITIONAL AIRCRAFT
EXPAND HELICOPTER FUEL TO WHITING & RUCKER

1 – EL. 79. CAPPED IRON ROD (L.B. #5170)
2 – EL. 80 CAPPED IRON ROD (L.B. #5170)

NOT RELEASED FOR CONSTRUCTION
FOR PERMITTING ONLY

① ROUTE SLOPE MUST COMPLY WITH FLORIDA ACCESSIBILITY CODE
② DETECTABLE WARNINGS MUST BE 36"
③ SIDEWALK MUST BE FLUSH WITH ASPHALT; CURB RAMPS REQUIRED OTHERWISE
④ DUMPSTER AND PAD

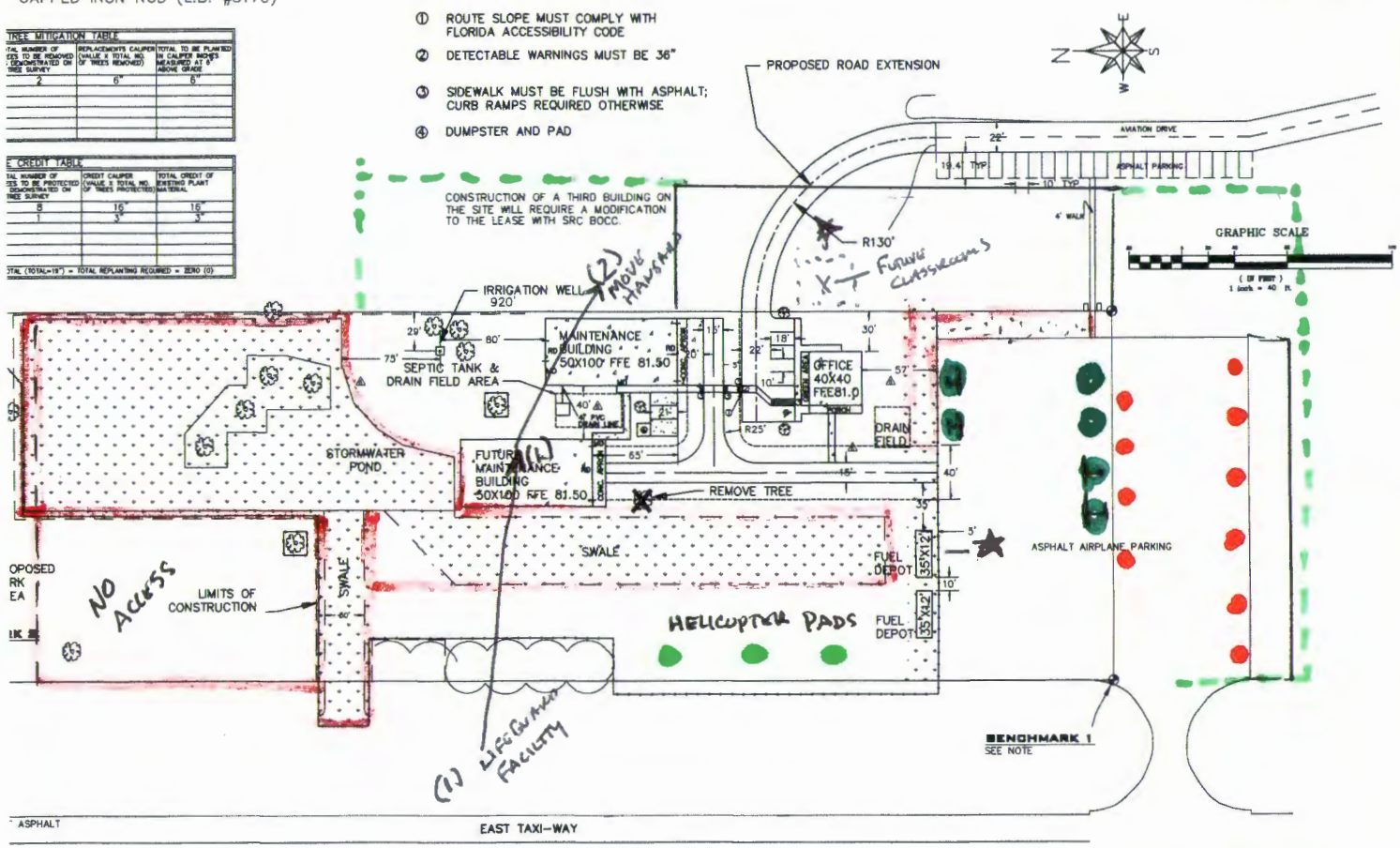
TREE MITIGATION TABLE

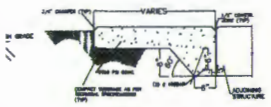
TOTAL NUMBER OF TREES TO BE REMOVED (DEMONSTRATED ON TREE SURVEY)	REPLACEMENTS CALIPER (VALUE X TOTAL NO. OF TREES REMOVED)	TOTAL TO BE PLANTED IN CALIPER INCHES MEASURED AT 6" ABOVE GRADE
2	6"	6"

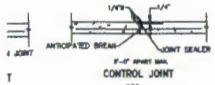
TREE CREDIT TABLE

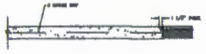
TOTAL NUMBER OF TREES TO BE PROTECTED (DEMONSTRATED ON TREE SURVEY)	CREDIT CALIPER (VALUE X TOTAL NO. OF TREES PROTECTED)	TOTAL CREDIT OF EXISTING PLANT MATERIAL
8	16"	16"
1	3"	3"

TOTAL (TOTAL=19") – TOTAL REPLANTING REQUIRED = ZERO (0)









NOTES:
1. SAWED OR SCORED CONTROL JOINTS SHALL BE SPACED AT 5 FT. MAXIMUM INTERVALS.
2. CONSTRUCT EXPANSION JOINTS WHERE NEW CONCRETE ABUTS NEW OR EXISTING CONCRETE CURBS, ASPHALT, OR OTHER STRUCTURES AND/OR ON 20 FT. CENTERS.
3. JOINT SEALER TO BE FLEXIBLE EPOXY JOINTING COMPOUND, AS SPECIFIED.
4. WALKWAY SLOPE VARIES, SEE PLANS.

LEGEND

...SET 1/2" CAPPED IRON ROD (L.B. #5170) IN PLACE OF EXISTING MONUMENATION
—80'— ...CONTOUR WITH ELEVATION IN FEET
X 80.00 ...SPOT ELEVATION
RD ...ROLLUP DOOR (INGRESS/EGRESS)
MD ...MAN DOOR (INGRESS/EGRESS)
...SILT FENCE
...DENOTES PROPOSED CONCRETE
...DENOTES PROPOSED ASPHALT
...DENOTES PROPOSED SOD
...DENOTES PRO. SHRUB
...DENOTES PRO. CANOPY TREE
...DETECTABLE WARNINGS PER FAC 11-4.29.5

PETER PRINCE FIELD (AIRPORT)

Certificate of Authority FL 9819 AL 2510-E

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

BACE ENGINEERING SOLUTIONS, LLC
1529 OLD PERRY ROAD
JAY, FL 32565
MOBILE 850-232-7376

Revisions

Key	Drawn By	Apprv. By	Date
1	DAB		SEPT. 11
2	DAB		OCT. 11
3	DAB		JAN. 12
4	DAB		MAY 12
5	DAB		JUNE 12

Field Book No./Page

Drawn by: DAB
Apprvd. by:

Date: JULY 2011

Project No. 11-02

Sheet Title: LAYOUT

Sheet No. 4 OF 6

TRIDENT AIRCRAFT

AIRCRAFT & EMPLOYEES

Schedule for Sunday May 18 5/18/2014 Refresh Today Active Stand By Disable Popup

Hours until Maint. ==>>>	Cessna							Owner	Piper				Simulator	Instructors				
	152			172			172S	Aircraft	PA-30, Twin Comanche	Warrior			Elite	Kevin Johnson cfi cfii	Manuel Reyes cfi cfii rotor	Barry Riggs cfi cfii mei	Tripp Whittington cfi	Justin Williams cfi cfii mei
	70.4	85.7	23.9	11.9	88.9	0.4	5.6	100	75.2	66.9	95.7	40.1	0.0					
	N24814	N48560	N5421P	N5215D	N52516	N6239D	N2110Q	NXXXXX	N7244Y	N4347K	N47882	N8394D	Elite					
07:00AM	schedule	schedule	schedule	Maintenance*	schedule	Maintenance*	schedule	schedule	schedule	schedule	schedule	schedule	schedule	schedule	schedule	schedule	schedule	schedule
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TRIDENT AIRCRAFT

Home Help Milton ▼ Logout

EMPLOYEES

Schedule Pages

Aircraft Instructor Entire Custom Weekly Monthly Events Dispatch Pilot List Aircraft List Reports Maintenance Other

Schedule for Saturday May 17 ◀ 5/17/2014 ▶ Refresh Today ◉ Active ○ Stand By ☐ Disable Popup

Hours until Maint. ==>>>	Cessna	Piper						Instructors		
	172	PA-30, Twin Comanche	Warrior					Alan Buskirk cfi cfii	Marlin Lantz cfi	Jeremy Meehan cfi cfii mei
	0.4	75.2	79.2	95.7	0.6	7.8				
	N6239D	N7244Y	N30061	N47882	N8345Z	N8376L				
07:00AM	Maintenance*	schedule	schedule	schedule	schedule	schedule		schedule	schedule	schedule
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SOURCE SEPARATED RECYCLABLES LOADING AND TRANSPORTATIONAGREEMENT

This RECYCLABLES LOADING AND TRANSPORTATION AGREEMENT (this *"Agreement')* is made and entered into as of June _____, 2014, by and between Santa Rosa County, a political subdivision of the State of Florida, *("COUNTY'),* and Escambia County Utilities Authority, a local governmental body, corporate and politic, which was formed by the Florida Legislature as an independent special district (*"ECUA").*

RECITALS

WHEREAS in certain areas of Santa Rosa County, Florida, residents are offered curbside recycling collection services, whereby municipal and/or private waste haulers (including COUNTY) collect Source Separated Recyclables and deliver them to a central site in Santa Rosa County, Florida (the *"Delivery Site")*;

WHEREAS some residents of Santa Rosa County deliver Source Separated Recyclables directly to the Delivery Site;

WHEREAS COUNTY is desirous of establishing a program by which Source Separated Recyclables collected within Santa Rosa County, Florida may be transported to a municipal recycling facility (MRF) for processing so they may be recycled and put to beneficial use;

WHEREAS COUNTY has requested that ECUA provide the services necessary and convenient to loading and transporting these Source Separated Recyclables to a MRF;

WHEREAS ECUA has passed a Resolution determining that it is necessary and appropriate for it to provide, operate, and maintain a Recyclables distribution system within Santa Rosa County, Florida and exercise all implied powers necessary or incidental to carrying out that function;

WHEREAS the Board of County Commissioners of COUNTY has approved that ECUA Resolution; and

WHEREAS the Parties desire to clarify the terms and conditions under which ECUA will load and transport Source Separated Recyclables delivered to the Delivery Site.

NOW THEREFORE, in consideration of the mutual promises and covenants contained in this Agreement, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereto agree as follows:

AGREEMENT

1. **RECITALS.** The foregoing Recitals are true and correct and are hereby incorporated herein.

2. **DEFINITIONS.** As used in this Agreement, the following terms shall have the following meanings:

2.1 *"Applicable Law"* shall mean all applicable federal, state and local statutes, codes, ordinances and standards and all applicable rules, regulations, licenses, permits, registrations, approvals,

decisions, authorizations, judgments, orders, writs, decrees, directives or other action adopted, issued or taken by an governmental authority.

2.2 *"Commercial Solid Waste"* shall mean all types of solid waste generated by stores, offices, restaurants, warehouses, and other nonmanufacturing activities, but specifically excluding household waste and industrial and manufacturing wastes.

2.3 *"Construction and Demolition Waste" or "C&D Waste"* shall mean waste building materials, packaging and rubble resulting from construction, remodeling, repair, or demolition operations on houses, commercial buildings, and other structures, or as otherwise defined in the SWMP from time to time. Such wastes include, but are not limited to, concrete and paving debris, masonry materials, sheet rock, roofing waste, insulation (not including asbestos or asbestos containing materials), scrap metal, wood products, and other similar materials (not including asbestos or asbestos containing materials).

2.4 *"Contaminated SSR"* is defined in Section 4.3, below.

2.5 *"Delivery Site"* shall mean the Santa Rosa County Landfill Recycling Center located in Milton, Florida, or such other site as the Parties may mutually agree upon from time to time.

2.6 *"Effective Date"* shall mean _____, 2014.

2.7 *"Garbage"* shall mean any putrescible animal and vegetative waste resulting from the handling, preparation, cooking and consumption of food, including, but not limited to, waste from markets, storage facilities, handling and sale of produce and other food products and further includes the packaging materials and containers, but excepting such materials that may be serviced by garbage grinders and handled as household sewage.

2.8 *"Hazardous Waste"* shall mean (a) any waste which by reason of its quality, concentration, composition or physical, chemical or infectious characteristics which is defined or regulated as a hazardous waste, toxic substance, hazardous chemical substance or mixture, or asbestos under Applicable Law, as may be amended from time to time, including: (i) the Resource Conservation and Recovery Act of 1976 ("RCRA") and the regulations contained in 40 CFR Parts 260-281, (ii) the Toxic Substances Control Act (15 U.S.C. Sections 2601 *et seq.*) and the regulations contained in 40 CFR Parts 761-766, and (iii) future additional or substitute federal, state or local laws pertaining to the identification, treatment, storage, or disposal of toxic substances, or hazardous wastes; (b) radioactive materials, which are source, special nuclear, or by-product materials, as defined by the Atomic Energy Act of 1954 (42 U.S.C. Section 2011 *et seq.*) and the regulations contained in 10 CFR Part 40; (c) a chemical listed by the United States Environmental Protection Agency in accordance with Section 302(a) or Section 313(c) of the Emergency Planning and Community Right-to-Know Act of 1986, 42 U.S.C.A. §§ 11002(a), 110239(c) (Supp. 1993), in each case as the same may be amended, replaced, or superseded; (d) a material or substance which may endanger health or safety, including any material or substance or combination of materials or substances which are explosive, volatile, radioactive, toxic, corrosive, flammable, reactive, an irritant or a strong sensitizer, or which generate pressure through decomposition, heat or other means if such materials or substances may cause injury, illness or harm to humans, domestic animals, livestock or wildlife; (e) a material falling within the definition of Fla. Stat. § 403.703(13); or (f) a material or substance that is treated as a hazardous or toxic waste, substance, or material by any Applicable Law or is otherwise prohibited from being deposited in a municipal solid waste processing facility under Applicable Law. Household Hazardous Waste contained in SSR shall not be considered Hazardous Waste for purposes of this Agreement and shall be accepted at the Facility if such acceptance is in compliance with the requirements of RCRA and the requirements of the MRF. With regard to materials or substances which are not Hazardous Waste as of the Effective Date, if any Applicable Law is subsequently enacted or amended or any Governmental Authority thereafter determines that such material or substance is a

hazardous or toxic waste, substance or material, then such material or substance shall be considered Hazardous Waste for the purposes of this Agreement from and after the effective date of such enactment or amendment of Applicable Law or Governmental Authority determination.

2. 9 *"Household Hazardous Waste"* shall include waste products which exhibit characteristics for reactivity, ignitability, corrosivity, or toxicity, as defined by RCRA, as amended, as hazardous waste, but are generated by households. Examples include, but are not limited to, drain cleaners, latex and oil paint, motor oil, antifreeze, fuel, poisons, pesticides, herbicides and rodenticides, fluorescent lamps, lamp ballasts, smoke detectors, medical waste, some types of cleaning chemicals, and small consumer electronics (such as cell phones). A minimal amount of Household Hazardous Waste that has been placed by the household in collection bins designated for recyclable materials may be included in SSR delivered to the Facility.

2.10 *"Household Waste"* means any solid waste including garbage and trash derived from households including, but not limited to, single and multiple residences, hotels, and motels.

2.11 *"Municipal Recycling Facility" or "MRF"* shall mean the Municipal Recycling Facility operated by IREP-Montgomery MRF, LLC (hereinafter either "IREP" or "Third Party") located at 1551 Louisville Street, Montgomery, Alabama 36104 or such other facility as may be designated by the Parties hereafter in writing.

2.12 *"Municipal Solid Waste" or "MSW"* shall mean Garbage, Household Waste, and Commercial Solid Waste; provided that for the purposes of this Agreement, Municipal Solid Waste shall not include Source Separated Recyclables, C&D Waste, Hazardous Waste, Special Handling Waste, Unacceptable Waste, or scrap tires.

2.13 *"Prohibited Materials"* shall mean Municipal Solid Waste, C&D Waste, Hazardous Waste, Special Handling Waste, Unacceptable Waste, Yard Waste, scrap tires and any other solid waste or material of any kind that the MRF is prohibited from accepting pursuant to agreement or Applicable Law.

2.14 "Recyclables" shall mean newspaper, mixed paper, commercial and residential cardboard, plastics, aseptic and gable-top cartons, glass, tin/steel cans and other ferrous metals, aluminum and other non-ferrous metals and other materials which possess physical and economic characteristics which permit them to be recovered, separated, and reprocessed for sale as commodities or other use. The term shall not, however, include Municipal Solid Waste, Construction and Demolition Waste, Hazardous Waste, Special Handling Waste, Unacceptable Waste, or scrap tires.

2.15 *"Source Separated Recyclables" or "SSR"* shall mean Recyclables which (a) have been diverted or removed from Municipal Solid Waste prior to collection, (b) are not C&D Waste, Hazardous Waste, Special Handling Waste, Yard Waste, Unacceptable Waste or scrap tires, (c) are not Municipal Solid Waste, and (d) the third-party processor is not prohibited from accepting and/or Processing under Applicable Law.

2.16 *"Special Handling Waste"* shall mean any waste or other material that requires the delivery and disposal to be supervised by a government authority, including confiscated drugs and records of a police department or similar governmental authority.

2.17 *"Unacceptable Waste"* shall mean (a) Hazardous Waste, explosives and ordnance materials, pathological wastes, radioactive materials, lead acid batteries, sewage sludges, highly flammable substances, cesspool or other human wastes, human and animal remains, motor vehicles, farm or other large machinery, construction materials and demolition debris and hazardous refuse addressed by regulations adopted by the United States Environmental Protection Agency ("EPA") pursuant to the

Resource Conservation and Recovery Act of 1976, as amended, or other federal or state statutes, such as, but not limited to, cleaning fluids, hazardous paints, acids, caustics, poisons, radioactive materials, fine powdery earth used to filter cleaning fluid; (b) unless consented to by ECUA, any item of waste exceeding six feet in any one of its dimensions or being in whole or in part a solid mass, the solid mass portion of which has dimensions such that a sphere with a diameter or eight inches could be contained within such solid mass portion; (c) all large household appliances, commonly referred to as "white goods" including refrigerators, stoves, washing machines, drying machines and water heaters; (d) any controlled substances regulated under the Controlled Substances Act, 21 USA 801 *et seq.*, or any equivalent state law; (e) small appliances containing chlorofluorocarbons (CFCs) including air conditioners, water coolers, and dehumidifiers; (f) cathode ray tubes; and (g) all other items of waste which pose a substantial threat to health or safety or the acceptance and disposal of which will cause substantial damage to, or adversely affect the continuous operation of the MRF or be in violation of any Applicable Law. Any substance or material which is determined by the EPA or any other Governmental authority subsequent to the Effective Date hereof to be hazardous, toxic, dangerous, harmful, or otherwise designated as a "waste ban," shall, at the time of such determination, be considered Unacceptable Waste.

3. **TERM**.

3.1 The Initial Term of this Agreement shall begin on the Effective Date and end on May 12, 2016.

3.2 Extensions. The Parties may extend the term of this Agreement upon mutual written agreement.

4. **ACCEPTANCE AND DELIVERY OF RECYCLABLES**.

4.1 Diversion of Source Separated Recyclables to ECUA. Subject to the terms and conditions hereof, beginning on the Effective Date and throughout the term of this Agreement, COUNTY agrees to direct commercial, municipal, and private haulers, as well as any member of the general public who delivers Source Separated Recyclables generated in Santa Rosa County to the Delivery Site for handling by ECUA as further set forth in this Agreement. ECUA shall not unload at the Delivery Site any material it believes was generated outside of Santa Rosa County, nor shall the Delivery Site be used as a transfer station, processing center or the like for Recyclables from outside Santa Rosa County, without the prior written consent of County. Nothing herein shall prevent COUNTY from directing haulers which it reasonably believes to be transporting garbage, contaminated SSR, or other non-recyclable material to its landfill and not to the Delivery Site.

4.2 Removal of Recyclables. ECUA shall remove Recyclables from the delivery site every day, Monday through Saturday. At no point shall Recyclables be permit to accrue beyond the confines of the 38-foot by 45-foot pole barn located on the site. All transfer trailers leaving the SRC Central Landfill shall weigh out at the SRC scalehouse at the entrance to the landfill.

4.2 Residualse. ECUA shall have the right to visually inspect and reject all or any part of any inbound load of SSR delivered to the Delivery Site that contains non-recyclable materials, Contaminated SSR, or Prohibited Materials, in accordance with paragraph 4.3, below. The inspection will occur as the contents are being unloaded at the Delivery Site. Any non-recyclable materials removed from material at the Delivery Site may be disposed of by ECUA in COUNTY's landfill for which ECUA without charge.

4.3 Materials to be Rejected. ECUA may reject all or a portion of loads delivered to it at the Delivery Site which contain the following:

4.3.1 All or, to the extent practical as determined by ECUA in the reasonable exercise of its discretion, any part of a load of SSR which contains, individually or collectively, 30% or more of: (i) material which is unsuitable for Processing because it has excessive moisture or is unduly compacted or frozen; (ii) shredded paper and/or plastics; (iii) paper, aseptic containers, gable top cartons or cardboard which is muddy, excessively dirty or contaminated with food waste, solvents, cleaning chemicals, petroleum products or other substances which render such material unsuitable for recovery and sale as recycled commodities; (iv) pieces of paper, cardboard, plastics, metal or other ordinarily Recyclable materials which are less than 2" by 2" in size; or (v) any other material which by custom and practice in the recycling industry would be considered "rejects" and unsuitable for sale in the market for recycled commodities.

4.3.2 All or, to the extent practical as determined by ECUA in the reasonable exercise of its discretion, any part of a load of SSR containing MSW which reasonably appears to have been collected from trash receptacles used for disposal of Household Waste or Commercial Solid Waste by the person generating such waste and not from bins or other receptacles designated by COUNTY for collection of SSR; provided, however, that ECUA may not reject loads of SSR which ECUA determines in its reasonable discretion contain a minimal amount of MSW incorporated within the SSR which appears to have been collected with the SSR and not separately as MSW unless ECUA determines in its sole discretion that accepting such SSR would violate any prohibition on the MRF's accepting MSW.

4.3.3 SSR which ECUA has the right to reject pursuant to Section 4.3 collectively constitutes "Contaminated SSR".

4.4 Any materials refused pursuant to this Section 4 may be disposed of by ECUA in COUNTY's landfill at no charge to ECUA. In such case, ECUA shall provide to COUNTY the date and time at which the load came to the Delivery Site, the name of the hauler and the truck number.

4.5 Transportation of Recyclables. ECUA shall transport and deliver Source Separate Recyclables accepted at the Delivery Site to the MRF for processing, as the volume of that SSR permits. At no point, however, shall Source Separated Recyclables be permitted to accrue beyond the confines of the 38-foot by 45-foot pole barn located on the Delivery Site (hereinafter "Pole Barn"). If Source Separated Recyclables are permitted to extend beyond the confines of the pole barn and therefore become contaminated, ECUA shall pay COUNTY's regular disposal fees for disposal at the county landfill. All transfer trailers leaving the Santa Rosa County Central Landfill shall weigh out at the scale house at the entrance/exit to the landfill.

4.6. Processing. The parties acknowledge that the purpose of this Agreement is to ensure that SSR generated within Santa Rosa County us actually recycled, to the extent reasonably accepted within the industry, and not disposed of as waste. Accordingly, the Santa Rosa County generated SSR accepted by ECUA at the Delivery Site shall be transported by ECUA to a Third Party for processing to recover Recyclables for sale as commodities, energy, or other use. COUNTY understands the SSR may be processed or otherwise comingled with MSW or SSR received from other entities. Neither the Third Party nor ECUA shall be required to determine the quantity by weight of any Recyclable recovered from the SSR which is the subject of this Agreement, except as required by paragraph 4.8, below. No revenue derived from the sale of Recyclables recovered from SSR shall belong to COUNTY.

4.7 Third Party's Right to Reject. COUNTY understands that Third Party shall also have the right to refuse deliveries of SSR. COUNTY further acknowledges that ECUA has no control over the actions of Third Party. ECUA, however, shall be responsible for paying the disposal costs of any residue rejected by Third Party.

4.8 FDEP Recovered Materials Report. The Parties recognize that the SSR subject to this Agreement will likely be comingled with materials from other entities. Therefore, in order to facilitate reporting requirements, ECUA shall conduct a composition study of SSR delivered to the Delivery Site at least annually and shall provide the result of same to COUNTY, ECUA shall track and report monthly to COUNTY the tonnage of SSR it delivers to Third Party pursuant to this Agreement.

5. **COMPENSATION FOR DELIVERED RECYCLABLES**. ECUA shall not compensate COUNTY for the Source Separated Recyclables transferred to ECUA from COUNTY. However, any rebate generated from the processing of the Source Separated Recyclables is the sole property of ECUA. COUNTY shall not compensate ECUA any sum.

6. **LEASE**. During the term of this Agreement, ECUA shall lease from COUNTY the Pole Barn located at the Delivery Site at the rate of $1.00 per year. The lease payment shall be due on the first (1st) day of each year of this Agreement, in advance. A default in any term of this agreement shall constitute a default of this leasehold provision and shall entitle COUNTY to all remedies available to a landlord pursuant to Florida law, in addition to those remedies expressly stated in this Agreement. At the termination of this Agreement, ECUA shall vacate the leasehold premises, leaving it in substantially the same or better condition than it was found at the beginning of this Agreement, ordinary wear and tear excepted. Maintenance and repair of any fixtures located at the premises shall be the sole responsibility of ECUA.

During the term of this agreement, ECUA shall maintain the leasehold area and surrounding areas in a neat and clean condition, free of debris generated from its activities at the Pole Barn. This obligation shall include removal of any waste or other material which blows into the area from the COUNTY's landfill operation. Should ECUA fail to control litter and properly maintain the site, COUNTY may, but shall not be required to, clean the area and charge ECUA appropriate clean-up charges.

7. **COMPLIANCE WITH LAW AND PROCEDURES**. ECUA and COUNTY shall perform their respective obligations under this Agreement in compliance with applicable law. The Delivery Site has been issued, and ECUA shall maintain throughout the term of this Agreement, all permits, licenses, certificates and approvals required by Applicable Law in order for the Delivery Site to accept, handle,process, transport, and dispose of material in the manner contemplated by this Agreement. Likewise, COUNTY has been issued, and COUNTY shall maintain throughout the term of this Agreement, all permits, licenses, certificates and approvals required by Applicable Law. ECUA shall handle and transport SSR in its control in a safe and workmanlike manner in full compliance with Applicable Law. ECUA shall adhere to all policies established by COUNTY for the COUNTY's landfill.

8. **STAFFING AT DELIVERY SITE**. ECUA shall ensure adequate staffing at the Delivery Site to receive SSR generated in Santa Rosa County from any commercial, municipal, private, franchise and/or hauler or from the general public.

ECUA shall maintain an individual at the Delivery Site during all hours which the COUNTY landfill is open to assist any commercial, municipal, private, franchise and/or hauler or any member of the general public with recycle delivery.

9. **TITLE TO SSR.** COUNTY covenants that all Source Separated Recyclables delivered to ECUA at the Delivery Site shall be, upon acceptance by ECUA, owned by ECUA and that title to any SSR shall pass to ECUA at the time of acceptance. As to any materials rejected by ECUA, title to such materials shall be vested in COUNTY.

10. **COMPLAINTS.** The COUNTY shall be notified in writing within 24-hours of the receipt of any complaint related to this Agreement or the services provided thereunder. ECUA shall include in the notification any actions it took to resolve the complaint. ECUA shall use reasonable efforts to resolve any complaint received and shall do so in an expeditious manner.

11. **TERMINATION; DEFAULT**. Because this Agreement is predicated upon ECUA's delivery of SSR to a MRF operated by a third-party, this Agreement shall be terminable at the will of ECUA in the event ECUA is unable to deliver the SSR subject to this Agreement to IREP-Montgomery MRF, LLC in Montgomery, Alabama. COUNTY or ECUA shall also have the right to terminate this Agreement upon giving the other Party thirty (30) days written notice if the other Party defaults in the performance of any other material obligation hereunder and the default remains uncured within that time, or if such default is not capable of cure within thirty (30) days, for such longer period of time as the defaulting Party is vigorously pursuing such cure in good faith. In addition, either Party shall have the right to terminate this Agreement if Applicable Law: (i) prohibits ECUA from operating the Delivery Site as contemplated in this Agreement, or (ii) otherwise makes it unlawful or impossible for either Party to comply with the terms of this Agreement. Further, COUNTY shall have the right to terminate this Agreement for any reason upon ninety (90)- days' written notice to ECUA.

12. **INDEMNITY**.

12.1 Indemnity. Each Party *("Indemnitor")* shall defend, indemnity and hold harmless the other Party and its employees, officers, owners, directors, agents and subcontractors (collectively, *"Indemnitees")* from and against any and all liabilities, penalties, fines, forfeitures, demands, claims, causes of action, suits, judgments and costs and expenses incidental thereto, including reasonable attorneys' fees (collectively, *"Damages"),* which any or all of the Indemnitees may hereafter suffer, incur, be responsible for or payout to the extent directly or indirectly caused by or arising from or in connection with any breach of this Agreement by, or negligent actions or omissions of, Indemnitor, its employees, officers, owners, directors, agents or subcontractors. Such indemnity shall be limited to exclude Damages caused by or arising from or in connection with the sole negligence or willful misconduct of any of the Indemnitees.

13. **INDEPENDENT CONTRACTORS**. Each Party hereto is and shall perform this Agreement as an independent contractor, and as such, shall have and maintain complete control over all of its employees, agents, and operations. Neither Party nor anyone employed by it shall be, represent, act, purport to act or be deemed to be the agent, representative, employee or servant of the other Party.

14. **FORCE MAJEURE.** "Force Majeure" means an event beyond the reasonable control of the Party, which presents such Party from performing any of its obligations under this Agreement, including: (a) acts of God (such as earthquakes, hurricanes, floods, and abnormal weather); (b) fires or explosions; (c) war, hostilities (whether war is declared or not), invasion, act of foreign enemies, mobilization, requisition or embargo; (d) riot, rebellion, revolution, insurrection, military or usurped power or civil war; (e) labor disputes involving strikes, slowdowns, lockouts or disorder; or (f) governmental restrictions or inability to obtain necessary permits or materials. If a delay of performance occurs due to an event of Force Majeure, the period for performance shall be extended for a time equal to the time lost because of the Force Majeure, but only if the affected Party gives prompt notice to the other Party of the occurrence causing the delay and acts in good faith and uses due diligence to perform to the extent performance is not prevented by the event of Force Majeure. To the extent practicable, the affected Party shall use commercially reasonable efforts to mitigate the effects of such event of Force Majeure on its obligations under this Agreement.

15. **MISCELLANEOUS.**

15.1 Counterparts. This Agreement may be executed in several counterparts (including by facsimile), and as executed will constitute one agreement, binding on all of the Parties.

15.2 No Third-Party Beneficiaries. Except as expressly provided herein, this Agreement is entered into for the sole and exclusive benefit of the Parties and will not be interpreted in such a manner as to give rise to or create any rights or benefits of or for any person not a Party hereto.

15.3 Severability. If any covenant, condition, term or provision of this Agreement or if the application of such provision to any person or circumstance is judicially determined to be invalid or unenforceable, then the remainder of this Agreement, or the application of such covenant, condition, term or provision to persons or circumstances other than those to which it is held invalid or unenforceable, will not be affected thereby, and each covenant, term, condition and provision of this Agreement will be valid and enforceable to the fullest extent permitted by law.

15.4 Complete Agreement. This Agreement constitutes the complete agreement between the Parties concerning the subject matter hereof, and hereby supersedes any other written or oral agreements between the Parties concerning such subject matter.

15.5 Governing Law. This Agreement will be governed by and interpreted under the laws of the State of Florida regardless of any conflict of law provisions.

15.6 Assignment. This Agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective heirs, successors and assigns, provided that the rights, obligations and duties of each Party as specified in this Agreement may not be transferred, assigned or otherwise vested in any other company, entity, or person without the prior written approval of the other Party, which approval shall not be unreasonably withheld.

15.7 Amendment. No amendment of this Agreement shall be valid unless it (i) is in writing, and (ii) has been signed by both of the Parties.

15.8 Notices. All notices required or permitted hereunder shall be in writing and shall be deemed effectively given (i) upon personal delivery to the party to be notified, (ii) when sent by facsimile with written confirmation of receipt if sent during the normal business hours of the recipient, or if not, then on the next business day, (iii) (iv) five business days after having been sent by registered or certified mail, return receipt requested, postage prepaid, or (v) one business day after deposit with a nationally recognized overnight courier, specifying next day delivery, with written verification of receipt. All such notices shall be sent to the party to be notified, as follows:

If to ECUA: Emerald Coast Utilities Authority
Attn: Executive Director
9255 Sturdevant Street
Pensacola, Florida 32514
Facsimile No.: (850) 969-3308

If to COUNTY: _____
_____
_____
_____
_____

Either Party may change the address or number for receiving any notices by giving the other Party written notice of that change 10 days written notice prior to the change becoming effective.

15.9 No Implied Waiver. No waiver of any provision of this Agreement shall operate as a waiver of any other provision (whether or not similar), nor shall it operate as a continuing waiver, unless so provided in writing by the waiving Party. The failure of either Party to enforce its rights under any provision of this Agreement shall not be construed to be a waiver of such provision. No waiver of any breach of this Agreement shall be held to be a waiver of any other breach.

15.10 Authorization. Each Party represents and warrants that it is validly existing and in good standing under the laws of its jurisdiction of formation; that it has full right, power and authority to enter into this Agreement; that its entry into and performance of this Agreement has been duly authorized; that each person signing on its behalf is authorized to do so; and that its entry into and performance of this Agreement does not and will not conflict with or violate its organizational documents, any agreement to which it is a party, or any judgment, writ, decree or order of any court or administrative body.

15.11 Further Assurances. Each party agrees at its own cost to execute and deliver such other documents and to take such other actions as may reasonably be necessary to give full effect to the purposes of this Agreement and the terms and conditions hereof. Moreover, this Agreement is conditional upon ECUA's passing resolutions finding it is necessary and appropriate for ECUA to provide, operate, and maintain a Recyclables distribution system within Santa Rosa County, Florida and exercise all implied powers necessary or incidental to carrying out the functions contemplated in this Agreement and upon COUNTY's approving such resolution.

15.12 Insurance. ECUA represents to COUNTY that it is a self-insured entity. As such, it shall provide evidence of such self-insurance to COUNTY including verification documentation from the Florida Department of Insurance.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed and delivered by their respective representatives, thereunto duly authorized, as of the date first above written.

RESOLUTION
NO. 14-06

A RESOLUTION
TO BE ENTITLED

A RESOLUTION OF THE EMERALD COAST UTILITIES AUTHORITY FINDING THAT IT IS NECESSARY AND APPROPRIATE FOR IT TO PROVIDE, OPERATE, AND MAINTAIN A RECYCLABLES DISTRIBUTION SYSTEM IN SANTA ROSA COUNTY, FLORIDA SO THAT RECYCLABLE MATERIALS MAY BE RECYCLED AND PUT TO BENEFICIAL USE AS OPPOSED TO BEING WASTED BY BEING DISPOSED OF IN THE SANTA ROSA COUNTY LANDFILL.

WHEREAS Santa Rosa County, Florida maintains a voluntary recycling program wherein some of its citizens source-separate recyclables from the solid waste stream;

WHEREAS these source-separated recyclables are collected from those residents curbside;

WHEREAS Santa Rosa County source-separated recyclables were previously delivered to a third party vendor for processing and resale as recyclable commodities, but that vendor no longer provides services to or in Santa Rosa County;

WHEREAS Santa Rosa County does not own, operate, or have access to a Municipal Recycle Facility (MRF) which is capable of providing services comparable to those provided by the third party vendor;

WHEREAS because of its vendor's inability to perform this service, Santa Rosa County has been required to divert its curbside collected recyclables to the Santa Rosa Landfill for disposal instead of recycling;

WHEREAS Santa Rosa County understands Emerald Coast Utilities Authority (ECUA) has a Short Term Supply Agreement with IREP-Montgomery MRF, LLC (IREP) in Montgomery, Alabama to process recyclables as well as the ability to transport recyclables to Montgomery, Alabama;

WHEREAS Santa Rosa County has requested that ECUA receive, handle, and transport its source-separated recyclables to the IREP facility in Montgomery, Alabama (hereinafter "Requested Services") so that those recyclable materials may be recycled and beneficially used instead of being wasted, discarded, and disposed of as solid waste;

WHEREAS ECUA provides water, wastewater, and solid waste collection services within geographically defined areas of Escambia County, Florida;

WHEREAS in the course of providing these services ECUA collects and transports source-separated recyclables to IREP in Montgomery, Alabama;

WHEREAS ECUA is empowered to provide utility services to areas outside of Escambia County but adjacent thereto;

WHEREAS Santa Rosa County is adjacent to Escambia County;

WHEREAS ECUA has the capacity and ability to provide the Requested Services in and to Santa Rosa County, Florida;

WHEREAS ECUA would achieve certain efficiencies and economies of scale if it were to provide the Requested Services to Santa Rosa County, Florida; and

WHEREAS ECUA desires and deems it appropriate for it to provide the Requested Services in Santa Rosa County, Florida;

NOW, THEREFORE, BE IT RESOLVED BY THE EMERALD COAST UTILITIES AUTHORITY:

Section I. The foregoing recitals are found to be true and correct and are incorporated herein.

Section II. The Emerald Coast Utilities Authority has sufficient capacity to provide the Requested Services to and in Santa Rosa County, Florida.

Section III. ECUA determines that it is necessary and appropriate for it to provide, operate, and maintain a recyclables distribution system, as generally described above, within Santa Rosa County, Florida and exercise all implied powers necessary or incidental to carrying out that function, including removing contaminates from the source-separated recyclables.

Section IV. This resolution shall become effective upon such time as it is approved by Santa Rosa County, Florida through its Board of County Commissioners.

EMERALD COAST SEAL 1981 FLORIDA UTILITIES AUTHORITY

Larry Walker, Ph.D.

Larry Walker, Chairman

ATTEST:

Stephen E. Sorrell

Stephen E. Sorrell, P.E., M.P.A.
Executive Director

Adopted on: June 18, 2014

Prepared by: Bradley S. Odom, Esq.

SANTA ROSA COUNTY
BOARD OF COMMISSIONERS

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

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

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

M E M O R A N D U M

TO: Board of Commissioners

FROM: WKW Hunter Walker, County Administrator

DATE: June 17, 2014

SUBJECT: Tourist Development Council Executive Director

Tourist Development Council (TDC) Executive Director Kate Wilkes has notified this office of her retirement effective August 1, 2014. The OMB Director will proceed with amendment to current TDC budget which will reflect absorbing the current three (3) staff positions into County employment and Human Resources Department will work on job descriptions anticipating an August 1, 2014 implementation. The EDO Director and I will work on placement and structure within the current organization chart based on the same date.

Attached is proposed job description for TDC Director based on similar positions around the state. Also attached is salary survey for similar positions within county governments as frame of reference for determining salary range. The incumbent salary is $58,000 so a range of $55,000 to $70,000 seems appropriate.

Since this is a new position in the county structure similar to the EDO position of a year or so ago, I would value your input. I propose to begin advertising the position once the description and salary range are established and move forward with recruitment process.

This matter will be on the June 23, 2014 Committee-of-the-Whole agenda.

Santa Rosa County
Tourist Development Salary Survey 2014

Florida Counties Surveyed for Tourist Development 2014	Minimum	Maximum	Edu	Exp
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
NW - Okaloosa County (pop. 180,820) - Tourist Development Director	$75,313.60	$ 107,888.80	BA degree	8 yrs prog resp exp in the hospitality/tourism administration or marketing field, to include development and administration of complex programs and budgets, four (4)
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
CW - Hernando County (173,084) - Tourism Development Coordinator	$ 48,046.40	$ 76,114.40	BA degree	5 yrs tourism and travel development or related including 3 yrs administrative or supervisory capacity.
Average	[illegible]	[illegible]		

Florida Counties Surveyed for Tourist Development Positions 2014	Minimum	Maximum	Edu	Exp
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
NW - Okaloosa County (pop. 180,820) - Travel Industry Sales Manager	$ 38,500.80	$ 63,939.20	AS	5 yrs in tourism industry sales, marketing and promotion functions, to include demonstrated creativity and resourcefulness
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
CW - Hernando County (173,084) - Tourism Promotions Specialist	$ 36,035.80	$ 41,953.60	AS	2 yrs leisure-related field wkexp in the planning and scheduling of public recreation activities and facilities.
Average	[illegible]	[illegible]		

Florida Counties Surveyed for Tourist Development Positions 2014	Minimum	Maximum	Edu	Exp
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
NW - Okaloosa County (pop. 180,820) - Sales & Marketing Coordinator	$ 33,054.40	$ 55,868.80	AS	2 yrs marketing and promotion functions, to include demonstrated creativity and resourcefulness
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
CW - Hernando County (173,084) - Administrative Secretary/Information Specialist	$ 23,545.60	$ 37,939.20	HS	3 yrs involving secretarial/clerical duties, operation of computer with emphasis in local government.
Average	[illegible]	[illegible]		

POSITION TITLE: **TOURIST DEVELOPMENT DIRECTOR**
POSITION #5605
SUPERVISOR: YES
RANGE:
TAXING AUTHORITY: COUNTY COMMISSION
DEPARTMENT: Tourist Development

GENERAL DESCRIPTION: Plans, organizes and directs the activities and functions of the Tourist Development Department. Work is performed under the general guidance and limited supervision of the County Administrator or his designee.

ESSENTIAL JOB FUNCTIONS: Essential functions are fundamental job duties. They do not include marginal tasks which are also performed but are incidental to the primary functions. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position, nor does every position allocated to the class necessarily perform every duty listed. Personal characteristics required of all employees, such as honesty, industry, sobriety and the ability to get along with others, are presumed qualities and may not be listed specifically.

- Act as primary staff to the Tourist Development Council;
- Works collaboratively with the State of Florida Commission on Tourism/Visit Florida, and related tourist development agencies, councils and organizations toward providing a cohesive regional and statewide effort in promoting economic activity through tourism;
- Formulates, assembles and administers annual marketing/promotional/advertising/ research objectives and strategies;
- Prepares, implements and administers budgetary allocations under established county ordinance and guidelines and state law for the appropriate expenditures of the Tourist Development Trust Funds;
- Plans, develops and implements draft budgets for programs and department operating budget, and monitors cost/expenditures to ensure adherence to guidelines, financial goals and objectives;
- Identifies funding opportunities such as grants;
- Monitors preparation of monthly financial statements to be delivered to the Tourist Development Council;
- Maintains current knowledge of trends and developments in the field of purchasing and procurement, and facilitates application of such to division policy and procedure;
- Monitors sales and marketing strategies and evaluates progress towards increasing overnight stays;
- Implements and provides administrative direction for improved tourism participation through special events and festivals;
- Administers the daily department operations, and ensures adherence to State, County and Council policies and guidelines;
- Performs various public speaking engagements when requested;
- Must be able to meet work schedule and attendance standards;
- Performs related duties as required.

TOURIST DEVELOPMENT DIRECTOR
#5605

All employees may have a role in the County's disaster preparation and/or disaster recovery efforts, as may be designated in the County Comprehensive Emergency Management Plan.

ESSENTIAL PHYSICAL SKILLS: Acceptable eyesight (with or without correction); Acceptable hearing (with or without correction); ability to communicate both orally and in writing in the English language; ability to sit at a desk and view a computer screen for extended periods of time; lift up to 25 pounds; requires walking, standing, kneeling, bending, and stooping. Manual dexterity required to operate office equipment.

ENVIRONMENTAL CONDITIONS: Work is performed in a standard office environment, normally seated, but position requires mobility to attend meetings outside the office and beyond normal working hours.

KNOWLEDGE OF: Complex principles and practices of tourist development programs and administration.

ABILITY TO: Work independently, must be a self-starter; supervise others to accomplish departmental goals; communicate and work effectively with local government and community leaders in planning, developing and implementing special projects and tourist development programs; work a varied and flexible schedule, including evening hours and weekends; travel out of town; forecast and plan for future needs; exercise sound judgment, tact, creativity, resourcefulness and leadership in dealing with the public, county officials, commissions and boards, outside agencies, and businesses; maintain confidential information.

MINIMUM QUALIFICATIONS: Bachelor's degree in Marketing, Finance, Business Administration, or closely related field; supplemented by five (5) years of progressively responsible experience in hospitality/tourism administration or marketing field, to include development and administration of complex programs and budgets, three (3) years of which shall be acquired in management capacity, preferably for a municipal or institutional organization; or an equivalent combination of education, training and experience that provides the required knowledge, skills and abilities. Knowledge of the local tourism market is highly desirable. Must be computer literate.

LICENSE: Applicant must possess a valid Driver License at the date of hire and maintain said license while employed in this position.

Approved:

Hunter Walker

From: Michael Walther <mwalther@coastaltechcorp.com>
Sent: Friday, May 30, 2014 3:26 PM
To: Joy Tsubooka
Cc: Roger Blaylock; Tem Fontaine; Cliff Truitt; Lois Edwards; Sheila Harris; Hunter Walker
Subject: RE: DEP submittal?
Attachments: FY20142015_Beaches_Table_draft_12-23-2013.pdf

Joy:

As a follow-up to our discussion late this morning, please note the following:

- The attached file (from FDEP's website) summarizes the FDEP staff ranking of all local government budget requests for Beach Projects – including Santa Rosa County's application, which was ranked at 35.7 points.
- East Pass was ranked and funded via the separate legislative appropriation for Inlet Management Projects. The Escambia County project (listed as "Pensacola Beach Project") was ranked higher at 41.0 points primarily due to (a) greater "Severity of Erosion", and (b) greater "Recreation & Economic Benefits".
- Note that relative to points for "Quarterly Reports Submittal":
    - Our understanding was that such reports were required only for the duration of the County-FDEP agreement, which we understood to extend to the depletion of State funds, which occurred for the Navarre Project.
    - Over half of all Beach Project applications received no points for "Quarterly Reports Submittal"; it is clear that notice and clarification by FDEP – relative to the required reports - was warranted to all local governments.
    - Even if the Navarre Project had been awarded 2 points for "Quarterly Reports Submittal", per the attached file, it appears the Navarre Project would <u>not</u> have been adequately funded.
- At this time, the County:
    - will seek State funding at the maximum allowable 50% State-cost-share either: (a) with State-funds appropriated this year as potential "slippage" of some State-funded projects, which may not be needed - due to lack of permits or other funding and which may allow State-funding of the Navarre Project, or (b) via 2015 Legislative appropriations - if funds do not become available this year;
    - has obtained a FDEP permit for the Navarre Project and is actively pursuing an USACE permit - expected to be issued this summer.

If you have any further questions, please contact me.

Thank you!

mpw
Michael Walther, P.E., D.CE
COASTAL TECH
3625 20th Street
Vero Beach, FL 32960
Phone: 772.562.8580
Fax: 772.562.8432
www.coastaltechcorp.com

4-14-14

Angi
Jaren
Avis
Roge
7

BOARD OF FIRE COMMISSIONERS

Jacque Gorris
Joe McPherson
Richard Delp
David Szymanski
William Eaton

MIDWAY
FIRE DISTRICT

FIRE CHIEF

Jonathan Kanzigg

April 14, 2014

Re: Life Safety Issue for Oriole Beach Boat Ramp

Hunter Walker
County Administrator, Santa Rosa County

Dear County Administrator Walker,

Currently there are only three boat ramps that provide access to Santa Rosa Sound between Fort Walton Beach Landing and Bob Sikes Bridge: Oriole Beach, Woodlawn Beach and a ramp next to Juana's on the island. The Oriole Beach Ramp is currently too shallow to launch most recreational boats including Midway's 19' rescue boat.

The purpose of this letter is to request that Santa Rosa County submit an application for excavation to the Army Corps of Engineers and Florida Department of Environmental Protection. I have frequently used this boat ramp my entire life, and to the best of my knowledge this area has never been excavated. The current shallow conditions are the worst they have ever been.

Every year Midway responds to an average of 13 water rescue calls. Recently the District upgraded its rescue boat from a 16' Zodiac to a 19' Boston Whaler which should arrive before June 1st 2014. Excavation of a small 20x20 non grassy area next to the pier would improve the fire departments reflex time when responding to water emergencies.

Please let me know if there is anything we can do to assist with the process.

long term - 75-100 ft
short term - maintenance

Regards,

Jonathan Kanzigg
Fire Chief

Cc: Midway Fire District Board of Fire Commissioners

Office (850) 932-4771 • Fax (850) 934-1333 • 1322 College Parkway, Gulf Breeze , Florida 32563
Wab Page: www.midwayfire.com • E-Mail: jonathan.kanzigg@midwayfire.com

Emily Spencer

From: Hunter Walker
Sent: Friday, June 13, 2014 12:10 PM
To: Emily Spencer
Subject: FW: management of McCallister Park

From: Angie Jones
Sent: Friday, June 13, 2014 12:09 PM
To: Hunter Walker
Cc: Commissioner Cole; Tammy Simmons
Subject: management of McCallister Park

Hunter: The Magnolia Center has been in touch with Commissioner Cole regarding management of McCallister Park, a passive park dedicated to the public within the old Magnolia Heights Subdivision. The Magnolia Center would like to manage the park, of course, still making it available for use by the general public. The Magnolia Center would also work with the adjacent Magnolia Cemetery to assist with some of its parking needs during funerals. McCallister Park is parcel no 01-1N-28-0000-07800-0000.

http://qpublic6.qpublic.net/qpmap4/map.php?county=fl_santarosa&parcel=01-1N-28-0000-07800-0000&extent=1179051+599549+1180227+600237&layers=parcels+lakes+place+military+area_landmarks+aerials+roads+parcel_sales+mls_listings

AJJ

Angie Jones
Santa Rosa County Attorney
6495 Caroline Street, Suite C
Milton, Florida 32570
(850) 983-1857

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.

Santarosa County Appraiser

Parcel: 01-1N-28-0000-07800-0000 Acres: 1.09

Name:	SANTA ROSA COUNTY	Land Value:	7,248
Site:	RICHBURG ST	Building Value:	0
Sale:	$14,000 on 08-2002 Reason=Y Qual=U	Misc Value:	23,869
Mail:	SR COUNTY FINANCE DEPT PO BOX 472 MILTON, FL 325720472	Just Value:	31,117
		Assessed Value	31,117
		Exempt Value	31,117
		Taxable Value	0

Santa Rosa County makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The assessment information is from the last certified taxroll. All data is subject to change before the next certified taxroll. Greg Brown Santa Rosa County Property Appraiser
Date printed: 06/13/14 : 13:13:39

June 12, 2014

Mr. Thad Allen
Santa Rosa County Maintenance Department
4530 Spikes Way
Milton, FL 32570

Re: Santa Rosa County Emergency Operations Center Water Intrusion

Thad:

We are pleased to provide this fee proposal for investigating water intrusion and suggestions for repairs to the Santa Rosa County EOC. The project will include a study to determine the scope of a construction project to correct problems found with the building. Above and below grade waterproofing of walls and foundations will be investigated.

Sam Marshall Architects will undertake field investigation to determine the extent of corrections needed. We propose to use the services of Todd Alford with Arcadia ICR, LLC for waterproofing investigations and solutions. We will prepare a project scope and an opinion of probable costs. Once a budget is established we will propose a fee for architectural services to complete the project.

Our fee for services for this study will be: $6,700.00.

Thank you for the opportunity to provide architectural services to the County.
Sincerely,

Mike Marshall
SAM MARSHALL ARCHITECTS

SAM MARSHALL ARCHITECTS • 325 SOUTH PALAFOX STREET • PENSACOLA, FL 32502
FL LIC # AAC00293 • TEL: 850-433-7842 • FAX: 850-433-0510 • EMAIL: smaadmin@sammarshallarch.com

SOCIAL MEDIA & DIGITAL MARKETING POLICIES AND PROCEDURES

The purpose of the Social Media and Digital Marketing Policy is to ensure the proper use of county social sites, web based marketing and technologies by establishing guidelines for county owned social media and digital marketing tools.

The term social media encompasses a broad spectrum of online activities which can evolve on a daily basis. Social networking on Twitter, Facebook, LinkedIn, Google+, Vine, Snapchat, YouTube, Flickr, blogs and other platforms, as well as those not in existence at the time of the adoption of theses guidelines, leave a virtual footprint – one that is immediate and not easily erasable.

Publicly posted information must be professional as it reflects on Santa Rosa County, its elected officials, employees, volunteers, programs, policies and services. County social media accounts are not a substitute for or a replacement of available public information, or a platform for the expression of political speech and policy opinion or for the communication on any subject matter unrelated to the programs, regulations and services of the county.

All social media communications messages that are composed, sent or received on the county's IT equipment or used in official county business or representing Santa Rosa County, are the property of Santa Rosa County and subject to public disclosure. Santa Rosa County reserves the right to not publish any posting or to remove it. All postings will be preserved as public record.

The county's website of www.santarosa.fl.gov shall remain the primary and predominant internet presence. The appropriate county use of social media as tools fall generally into two categories:

- As channels for disseminating time-sensitive information as quickly as possible (example: emergency information).

- As marketing or outreach channels which increase the ability to broadcast messages and goals to the widest audience possible.

Santa Rosa County Official Social Media Accounts

All county social media accounts and pages shall require approval by the county administrator before being created. The county's social media networks are then coordinated through the public information office. Unless the commission specifically contracts with an outside agency, the Santa Rosa County Public Information Office is responsible for the county's overall social media creation and administration, including, but not limited to, blogs, wikis, video sharing, business pages and social networking sites.

Any county accounts or pages will be created using a county email address. All sites will contain links directing users back to the county's website for in-depth information, forms, documents or online services. Departments may submit content to the public information office for posting.

It will be the responsibility of public information staff to check facts, cite sources, present objective information, acknowledge and correct errors and check spelling and grammar before publishing any posts. PIO may turn off the comments or posts display features of social media if possible.

Social media content submissions should meet the goals and expectations of the county as a whole. Departments may not develop separate social media networks and all new sites must be approved by the county administrator and county attorney before they are created. Content should fall within the parameters of county policies and state and federal law, including copyright laws.

Postings on any official county social networking site must not violate any federal, state or municipal laws. For example, they may not:

- Reveal information about ongoing investigations
- Discuss deliberative materials
- Violate the regulatory process
- Circumvent Public Records & Open Meetings Laws
- Violate privacy, confidentiality or copyright
- Violate other legal issues that may not apply

All content on the county's social media sites are subject to the public records law, Chapter 119, Florida Statutes. The following statement shall be displayed on all county social media accounts:

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. By posting or commenting on the county's pages, your information will be a matter of public record. The county is required to retain this information in accordance with the State of Florida retention schedule. This may include information on your social media accounts.

Every response and submission to this account will be considered public and will only be withheld from disclosure if deemed confidential pursuant to State Law. If any submission is removed by the county, all of such removed submissions will be retained and will be a public record available for inspection to the extent allowed by Chapter 119, Florida Statutes. Requests for public records cannot be made via this site but can be made to any county department, including county administration, county attorney and public information. A list of department contacts are available online at http://santarosa.fl.gov/contactus.

When using social networking sites, county postings will:

- Use appropriate language and not use discriminatory slurs, personal insults, obscenity, profanity, rudeness or engage in any communication that is not acceptable in the county's workplace.
- Demonstrate proper consideration for others' privacy.
- Not post topics that are considered objectionable or inflammatory.
- Not comment on business partners or their competitors' practices or services or use such as part of content added to a site.
- Not post material that could be construed as promoting private commercial interests.

Content & Postings

Social media is to be used for informational purposes only. If a social media user wishes to contact the county commission or any county office or to request a service, the user can visit the county's website of www.santarosa.fl.gov.

Santa Rosa County's social media accounts and pages are maintained and moderated by the public information office to ensure that posted comments are relevant, objective and suitable and of general interest for all readers while respecting a range of opinions and points of view.

Users post and comment to any social media site or platform of Santa Rosa County at their own risk. Santa Rosa County cannot assure that violations of this policy by external users will not occur. Content posted by other users on Santa Rosa's social media pages does not necessarily reflect the opinions or policies of Santa Rosa County.

Santa Rosa County regularly reviews content posted by other users to the official Santa Rosa County social media pages. All users are expected to adhere to site-specific Terms of Use when posting content to an official Santa Rosa County social media page. Santa Rosa County reserves the right, but is not obligated, to remove content from Santa Rosa County social media sites for any reason.

Unless stated otherwise in the body of your post, by submitting photos to site you are granting the Santa Rosa County Board of Commissioners, its employees, designees, agents, independent contractors, legal representatives, and assigns, and all persons or departments for whom or through whom it is acting, permission and right to use the attached photograph/artwork/etc. for publicity, illustration, art, advertising, marketing, or any other lawful purpose. You acknowledge and understand that you may not receive photo credit or other credit for the photograph/artwork/etc. and you acknowledge that the work is your own or that you have the permission of the copyright owner.

Santa Rosa County Social Media Posting Policy

- Stay on topic. When commenting under an existing post, please keep comments on topic.
- Observe confidentiality laws at all times.
- Do not post spam or advertisements. Unauthorized commercial solicitations are not permitted on Santa Rosa County social media pages and will be removed. Users who continuously post unauthorized advertisements on Santa Rosa County social media pages will risk being banned from posting.
- Observe fair use, copyright and disclosure laws. Always give people credit for their work, and make sure you have the right to use content before you post it on social media sites.
- Be truthful in your posts.
- Do not bully or harass other users. We welcome civilized dialogue on all related issues. If you disagree with another user's opinion, please keep your comments respectful. Do not threaten, bully or harass other users.
- If you are a Santa Rosa County employee, you will be expected to adhere to all applicable Santa Rosa County policies and regulations
- Refrain from using hateful speech. Be respectful of others. Do not attack other users based on their race, ethnicity, national origin, religion, sex, gender, sexual orientation, disability or medical condition.
- Do not use vulgar language or profanity. Santa Rosa County reserves the right to remove comments and posts that contain profanity.
- Do not post content that contains graphic violence or pornography.

External Links

The county's social networking sites may contain links to other social networking sites or websites that are not owned, regularly reviewed or controlled by the county. The provision of direct links should not be construed as an endorsement or sponsorship of these external sites, their content or their hosts.

Links to outside websites, documents and other forms of information are limited to government or public agencies; local organizations that receive county funding; and commercial or non-profit websites that have a formal, distinct and project-specific relationship with the county. All outside link requests must be submitted to the PIO who will coordinate approvals. Links shall not be made to sites that are associated with, sponsored by or serve a candidate for elected office or any political party or organization.

Staff and Personal Social Media Accounts

Online, your personal and business personas are likely to intersect. Santa Rosa County respects the free speech rights of all of its employees, but you must remember that citizens, colleagues and supervisors often have access to the online content you post.

The following are guidelines for Santa Rosa County employees, appointees, interns and volunteers who participate in social media. These guidelines apply whether employees are posting to their own sites or commenting on other sites. The guidelines apply to employees outside of work hours and while using personal accounts when use of social media affects an individual's responsibility as an employee of Santa Rosa County.

1. Speak for yourself
It's important to be transparent in your online postings. If commenting on county operations or issues, identify yourself as an employee of the county. But, unless you are speaking as an official spokesperson, don't imply or in any way indicate that you speak on behalf of the county. If you identify yourself as a Santa Rosa County employee when speaking on an issue, use a disclaimer, such as "These postings are my own and don't necessarily represent Santa Rosa County's positions, strategies or opinions." Do not use county logos without expressed permission. All employees are welcome and encouraged to share links to the Santa Rosa County's website or social media pages.

Simply, there's a big difference in speaking "on behalf of the county" and speaking "about" the county. Employees may speak *about* the county, but not on *its behalf* without prior approval.

2. Protect Confidentiality
While most county activities fall under Florida Open Record Laws, there are a few examples that are exempt. Your obligation is to protect confidential information during social media interactions. ***Be aware that if you make posts regarding the work you do as a county employee, Florida Open Public Record laws could be applicable to your personal activities online.***

3. Staff Social Networking
A supervisor may not ask, compel or require an employee to "add" a supervisor as a friend on social networking sites. However, a supervisor may accept a request initiated by an employee.

Respect the boundaries between co-workers' personal and professional lives. Don't initiate online friendships that might feel awkward or inappropriate to your co-worker, manager or subordinate.

4. Use good judgment
Employees should always remember that anything posted in social media can go viral, no matter what your privacy settings may be, so be sure you're only posting content you would feel comfortable showing up in your boss' inbox, your coworker's Twitter feed or the front page of a major news site.

5. Be a "scout" for compliments and criticism
Even if you are not an official online spokesperson for the county, you are one of our most vital assets for monitoring the social media landscape. If you come across positive or negative remarks about the Santa Rosa County online that you believe are important, please forward the information to news@santarosa.fl.gov, but let the subject matter experts respond to negative posts. Unless you are an approved online spokesperson for the county, avoid the temptation to react yourself. Pass the post(s) along to your supervisor and/or news@santarosa.fl.gov.

Non-Compliance
Deviations or non-compliance with this policy may result in disciplinary actions.

Emily Spencer

From: Janet Gilbert <Janet.Gilbert@FLCOURTS1.GOV>
Sent: Tuesday, May 27, 2014 7:55 AM
To: Emily Spencer
Subject: Domestic Violence Contract Renewal

Hi Emily, the Domestic Violence Program contract renewal will need to go before the board in June for the FY 7/1/14 – 6/30/15. I believe the meeting dates in June are the 12th and the 26th. Since we are on short notice getting the contract, I normally inquire about putting it on the agenda for the last meeting in June - ahead of time. It will be contract 15-8027-SAO/Domestic Violence Court Program. Could you please put this on the agenda for the 26th? And what would be the latest you would need to have the documents to go before the board? Thank you.

Janet Gilbert
Sr. Deputy Court Administrator
Court Administration
M. C. Blanchard Judicial Building
190 Governmental Center, 3rd Floor
Pensacola, FL 32502
850-595-0379 Phone
850-595-3246 FAX
janet.gilbert@flcourts1.gov

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Email scanned by Check Point

FLORIDA COALITION AGAINST DOMESTIC VIOLENCE

THIS CONTRACT is entered into between the Florida Coalition Against Domestic Violence, hereinafter referred to as the "FCADV" and **Santa Rosa Board of County Commissioners**, hereinafter referred to as the "Provider".

1. Contract Document

The Provider shall provide services in accordance with the terms and conditions specified in this contract including all attachments, exhibits, and documents incorporated by reference which constitute the contract document. This contract and its attachments and exhibits, together with any documents incorporated by reference, contain all the terms and conditions agreed upon by the parties. There are no provisions, terms, conditions, or obligations other than those contained herein, and this contract shall supersede all previous communications, representations, or agreements, either verbal or written between the parties. If any term or provision of this contract is legally determined unlawful or unenforceable, the remainder of the contract shall remain in full force and effect and such term or provision shall be stricken.

2. Contract Enforcement and Venue

This contract is executed and entered into in the State of Florida, and shall be construed, performed and enforced in all respects in accordance with Florida law, without regard to Florida provisions for conflict of laws. Courts of competent jurisdiction in Florida shall have exclusive jurisdiction in any action regarding this contract and venue shall be in Leon County, Florida.

3. Effective Dates

This contract shall begin on **July 1, 2014**, or on the date on which the contract has been signed by the last party required to sign it, whichever is later. It shall end at midnight, local time of the Provider, on **June 30, 2015**, unless terminated earlier pursuant to Section 22 herein. All Provider services shall be performed during this period except that preparation and submission of reports may be required after expiration or termination of this contract, to the extent expressly stated in this contract, and payment for services may be rendered after the expiration or termination of the contract term. Certain terms of this contract survive expiration or termination of the contract as described in Section 23 herein.

4. Contract Amount

The FCADV shall pay for contracted services according to the terms and conditions of this contract of an amount not to exceed **$66,400.00,** subject to the availability of funds and satisfactory performance of all terms by the Provider. The FCADV's performance and obligation to pay under this contract is contingent upon an annual appropriation by the Florida Legislature to the Florida Department of Children and Families (the "Department") and the Department's contract with the FCADV. Any Provider costs or services paid for from any other contract or source are not eligible for payment under this contract.

5. Funding Sources

The breakdown by funding source for the contract amount is as follows:

(a) STOP Violence Against Women Formula Grant Program (VAWA/STOP) **$66,400.00.**

6. Match Requirement

A match is required for this contract in the amount of **$14,755.56.**

7. Purpose/Scope of Service

The FCADV is engaging the Provider for the purpose of increasing the number of attempted victim contacts by prosecution staff in domestic violence, dating violence, sexual assault, and/or stalking cases, via telephone or in person. In addition, the FCADV is

Information Form (Exhibit B)		of vacancy and when position filled	format	
Certificate of Liability, and Bonding Insurance	Annually	Upon renewal	Electronic copy in PDF format	Box.com
Information Resource Request (IRR) (Exhibit I)	As necessary	As necessary	Electronic copy in Word format	Box.com
Fiscal Back-up Documentation Detail Worksheets	As required with submission of Full and Complete backup	15th of the month following the requested month(s) of Full & Complete submission	Electronic copy in Excel format	Box.com
Additional Fiscal Back-up Documentation	As requested by the FCADV and required for designated month(s)	TBD	Electronic copy in PDF format	Box.com
Pre-Monitoring Documents Request	As required	TBD	Electronic submission in Word, Excel or PDF format (see monitoring document request)	Box.com
Budget Amendments and Adjustments	As required	TBD	Electronic copy in Excel and PDF format	Box.com
Monitoring Corrective/Certification Action Plan (MCAP)	As necessary	Within 10 business days of receipt of monitoring report	Electronic signed copy in PDF format	Box.com
Disposition of Property Form (Exhibit K)	As necessary	TBD	Electronic signed copy in PDF format	Box.com

15. Payment

a. Payment Chart

FCADV will make payments to the Provider for the provision of services up to the maximum number or units of service and at the rates listed below:

Service Unit	Unit Price	Maximum # of Units
Month of Services: (Monthly Invoice, Monthly Financial Report, and HHS Report)	Total Unit: **$5,533.33**	11
Month of Services: (Monthly Invoice, Monthly Financial Report, and HHS Report)	Total Unit: **$5,533.37**	1
TOTAL CONTRACT		**$66,400.00**

b. Invoice Approval Process

FCADV's Contract Manager will have ten (10) working days to inspect and approve the monthly invoice or request from the provider any additional documentation and/or necessary adjustments to support the invoice. It is agreed that FCADV's determination of acceptable service and work products shall be conclusive. Payment shall be made within forty (40) days from the date a properly completed invoice and accompanying documents as required by Section 14.b. are received and approved by the FCADV.

No support documentation for this agenda item.

SANTA ROSA COUNTY
BOARD OF COMMISSIONERS

6495 Caroline Street, Suite C
Milton, Florida 32570-4592

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

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

MEMORANDUM

TO: EMILY SPENCER

FROM: ANGELA J. JONES

DATE: MAY 22, 2014

SUBJECT: ADVERTISING ORDINANCE FOR PUBLIC HEARING

The following are the headings for the advertisement of the ordinances establishing MSBUs which is to be heard at the public hearing beginning at 9:30 a.m., June 26, 2014 at the Regular Meeting of the Board of County Commissioners.

AN ORDINANCE OF SANTA ROSA COUNTY, FLORIDA, ESTABLISHING THE ASHLEY PLANTATION SUBDIVISION STREET LIGHTING MUNICIPAL SERVICE BENEFIT UNIT, DIAMOND CREEK SUBDIVISION STREET LIGHTING MUNICIPAL SERVICE BENEFIT UNIT, FOXBORO SUBDIVISION STREET LIGHTING MUNICIPAL SERVICE BENEFIT UNIT, LONGVIEW STREET STREET LIGHTING MUNICIPAL SERVICE BENEFIT UNITS AND, PACE MILL CREEK SUBDIVISION MUNICIPAL SERVICE BENEFIT UNIT; PROVIDING FOR THE COLLECTION OF SUCH SPECIAL ASSESSMENT BY THE NON-AD VALOREM ASSESSMENT PROCEDURE; PROVIDING FOR DEFINITIONS; PROVIDING FOR EXCEPTIONS; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND, PROVIDING AN EFFECTIVE DATE.

AN ORDINANCE OF SANTA ROSA COUNTY, FLORIDA, ESTABLISHING THE PONDEROSA DRIVE DESIGN/PLANNING FOR PAVING, WATER AND SEWER MUNICIPAL SERVICE BENEFIT UNIT; PROVIDING FOR THE ASSESSING OF ASSESSMENTS BY THE COUNTY FOR DESIGN/PLANNING FOR PAVING, WATER AND SEWER IMPROVEMENTS; PROVIDING FOR THE COLLECTION OF SUCH SPECIAL ASSESSMENT BY THE NON-AD VALOREM ASSESSMENT PROCEDURE; PROVIDING FOR DEFINITIONS; PROVIDING FOR EXCEPTIONS; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

AN ORDINANCE OF SANTA ROSA COUNTY, FLORIDA, ESTABLISHING THE HIDDEN FOREST SUBDIVISION SUBDIVISION IMPROVEMENTS MUNICIPAL SERVICE BENEFIT UNIT; PROVIDING FOR THE ASSESSING OF ASSESSMENTS BY THE COUNTY FOR SUBDIVISION IMPROVEMENTS; PROVIDING FOR THE COLLECTION OF SUCH SPECIAL ASSESSMENT BY THE NON-AD VALOREM ASSESSMENT PROCEDURE; PROVIDING FOR DEFINITIONS; PROVIDING FOR EXCEPTIONS; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

ORDINANCE NO. 2014 - ____

AN ORDINANCE OF SANTA ROSA COUNTY, FLORIDA, ESTABLISHING THE ASHLEY PLANTATION SUBDIVISION STREET LIGHTING MUNICIPAL SERVICE BENEFIT UNIT, DIAMOND CREEK SUBDIVISION STREET LIGHTING MUNICIPAL SERVICE BENEFIT UNIT, FOXBORO SUBDIVISION STREET LIGHTING MUNICIPAL SERVICE BENEFIT UNIT, LONGVIEW STREET STREET LIGHTING MUNICIPAL SERVICE BENEFIT UNITS AND, PACE MILL CREEK SUBDIVISION MUNICIPAL SERVICE BENEFIT UNIT; PROVIDING FOR THE COLLECTION OF SUCH SPECIAL ASSESSMENT BY THE NON-AD VALOREM ASSESSMENT PROCEDURE; PROVIDING FOR DEFINITIONS; PROVIDING FOR EXCEPTIONS; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND, PROVIDING AN EFFECTIVE DATE.

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

SECTION 1. FINDINGS.

1. It is necessary to provide for the funding mechanism for the provision of street lighting within the Ashley Plantation Subdivision, Diamond Creek Subdivision, Foxboro Subdivision, Longview Street, and Pace Mill Creek Subdivision.

2. The Santa Rosa County Board of County Commissioners finds that the most equitable method of providing such funding is through the creation of the Ashley Plantation Subdivision Street Lighting Municipal Service Benefit Unit (Unit), Diamond Creek Subdivision Street Lighting Municipal Service Benefit Unit (Unit), Foxboro Subdivision Street Lighting Municipal Service Benefit Unit (Unit), Longview Street Street Lighting Municipal Service Benefit Unit (Unit), and Pace Mill Creek Street Lighting Municipal Service Benefit Unit (Unit), to include the properties depicted in the attached maps.

The Units will utilize non-ad valorem assessments to insure that all property owners benefiting from the street lighting shall fund the complete cost of such services.

Santa Rosa County is authorized by Chapters 125 & 197, Florida Statutes, to implement the provisions of this ordinance.

3. It is the purpose of this Ordinance to implement the provisions of Chapter 125 and 197, Florida Statutes, and the covenants contained in any ordinance, resolution, or indenture securing the issuance of financing for the projects. This Ordinance is adopted under the authority and power granted the Board under Section 125.01, Florida Statutes, and Section 197.3631, Florida Statutes and other applicable laws.

SECTION 2. DEFINITIONS.

For the purpose of this Ordinance, the definitions contained in this section shall apply unless otherwise specifically stated. When not inconsistent with the context words used in the present tense include the future tense, words in the plural number include the singular, and words in the singular number include the plural. Words used herein and not otherwise defined shall have the meaning given to them in the Act.

1. "ANNUAL STREET LIGHTING ASSESSMENT" means the annual assessment imposed upon a parcel of real property for the provision of street lighting services.

2. "ANNUAL STREET LIGHTING ASSESSMENT ROLL" means the list prepared by the County and confirmed by the Board containing a summary description of each parcel of real property within the unit, the name and address of the Owner of each such parcel as indicated on the records maintained by the Property Appraiser and the assessment authorized by this Ordinance against each parcel.

3. "BOARD" means the Board of County Commissioners of Santa Rosa County, Florida, or the governing body by any other name in which the general legislative powers of the County are vested.

4. "CLERK" means the Clerk of the Circuit Court of Santa Rosa County, Florida.

5. "COUNTY" means Santa Rosa County, Florida.

6. "GOVERNMENTAL AGENCY" any local, state, or federal agency.

7. "OWNER" means the person or persons owning an interest in real property located within the unit.

8. "PERSON" means an individual, partnership, corporation, joint venture, private or public service company or entity, however organized.

9. "PROPERTY APPRAISER" means the Property Appraiser of Santa Rosa County, Florida.

10. "RATE RESOLUTION" means the resolution adopted under the provisions of Section 6 of this Ordinance incorporating a schedule of annual assessments to be imposed upon the Owners of all Real Property in the Unit.

11. "REAL PROPERTY" means all real property located in the unit.

12. "TAX COLLECTOR" means the Tax Collector of Santa Rosa County, Florida.

13. "UNIT" means the Ashley Plantation Subdivision Street Lighting Municipal Service Benefit Unit (Unit), Diamond Creek Subdivision Street Lighting Municipal Service Benefit Unit (Unit), Foxboro Subdivision Street Lighting Municipal Service Benefit Unit (Unit), Longview Street Street Lighting Municipal Service Benefit Unit (Unit), and Pace Mill Creek Street Lighting Municipal Service Benefit Unit (Unit).

SECTION 3. CREATION OF UNIT.

Pursuant to Chapter 125, Florida Statutes, there is hereby established the Ashley Plantation Subdivision Street Lighting Municipal Service Benefit Unit (Unit), Diamond Creek Subdivision Street Lighting Municipal Service Benefit Unit (Unit), Foxboro Subdivision Street Lighting Municipal Service Benefit Unit (Unit), Longview Street Street Lighting Municipal Service Benefit Unit (Unit), and Pace Mill Creek Street Lighting Municipal Service Benefit Unit (Unit). The boundaries of the Units shall consist of the properties depicted in the attached maps.

SECTION 4. PURPOSE.

It is the purpose of this Ordinance to establish a schedule of assessments to fund street lighting and to provide for a method and procedure for the collection of such established assessments.

SECTION 5. DETERMINATION OF ANNUAL ASSESSMENTS AND CHARGES; PUBLIC HEARING.

A. It is hereby declared that the provision of funding for street lighting is a benefit and improvement to all real property in the Unit regardless of use and occupancy of such property.

B. There is hereby imposed on the Assessment Date against each parcel in the Units and Assessment for the provision of street lighting services.

C. The amount of the Assessment imposed each Fiscal Year against each parcel shall be at the rate established in the Rate Resolution adopted pursuant to this ordinance.

SECTION 6. ADOPTION OF RATE RESOLUTION AND ANNUAL STREET LIGHTING ASSESSMENT ROLL.

A. The Rate Resolution shall fix and establish the Assessment to be imposed in each parcel category.

B. The Board shall adopt by resolution a tentative Rate Resolution establishing the Assessments proposed to be imposed against each parcel in the Units for the purpose of

providing street lighting. Upon adoption by the Board of the tentative Rate Resolution, the County Administrator shall cause to be prepared a preliminary Annual Assessment Roll.

C. Upon the preparation of the preliminary Annual Assessment Roll, the Board shall hold a public hearing to adopt the Rate Resolution and the Annual Assessment Roll for the ensuing Fiscal Year. Notice of the proposed assessments shall be mailed to owners as required by Florida Statutes specifying the amount of the proposed assessment and the time and location of the public hearing. At such public hearing, the Board shall hear comments and objections from Owners and other members of the public as to the proposed Assessments. The Board shall also hear comments or objections from any Owner or member of the public as to the method of apportionment of the cost of funding the street lighting against any parcel within the unit. The Board shall make such increase, decrease or revision to any proposed Assessment, as it shall deem necessary or appropriate and shall adopt a Rate Resolution. In addition, the Board shall make such changes, modifications, or additions as necessary to conform the preliminary Annual Assessment Roll with the adopted Rate Resolution and this Ordinance. The Board may continue said public hearing to a date and time certain without the necessity of further public notice to allow prior to final adoption increases, decreases, or revisions to the tentative Rate Resolution or for such other reason deemed necessary in the sole discretion of the Board. Upon completion of such public hearing the Board may approve the final rate resolution.

D. Notwithstanding the mailing or publication of a proposed schedule of assessments, the Board shall have full and absolute discretion at such public hearing to increase, decrease, or revise any proposed Street Lighting Assessment.

SECTION 7. UTILIZATION OF STATUTORY COLLECTION PROCEDURES.

A. The Collection of the Assessments shall be in the manner provided for the uniform collection of non-ad valorem assessment and in accordance with the provisions of Section 197.3632, Florida Statutes (Supp.)(1988), or its successor in function.

B. The collection of Assessments pursuant to this section shall be subject to all collection procedures of Chapter 197, Florida Statutes, including provisions relating to discount for early payment, prepayment by installment method, deferred payment penalty for delinquent payment, and issuance and sale of tax certificates and tax deeds for nonpayment.

C. The Tax Collector shall include on the Notice of Ad Valorem Tax and Non-Ad Valorem Assessments mailed under Section 197.3635, Florida Statutes (Supp.)(1988), or its

successor in function, the Assessment for each parcel listed on the Real Property Assessment Roll as incorporated on the Annual Assessment Roll.

SECTION 8. All street lighting services provided shall be completely funded by the assessments established pursuant to this ordinance.

SECTION 9. 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 10. SEVERABILITY.

If any provision of this Ordinance is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, such provision and such holding shall not affect the validity of any other provision and to that end the provisions of this Ordinance are hereby declared to be severable.

SECTION 11. 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, this ___ day of June, 2014.

BOARD OF COUNTY COMMISSIONERS
SANTA ROSA COUNTY, FLORIDA

By_____
Chairman

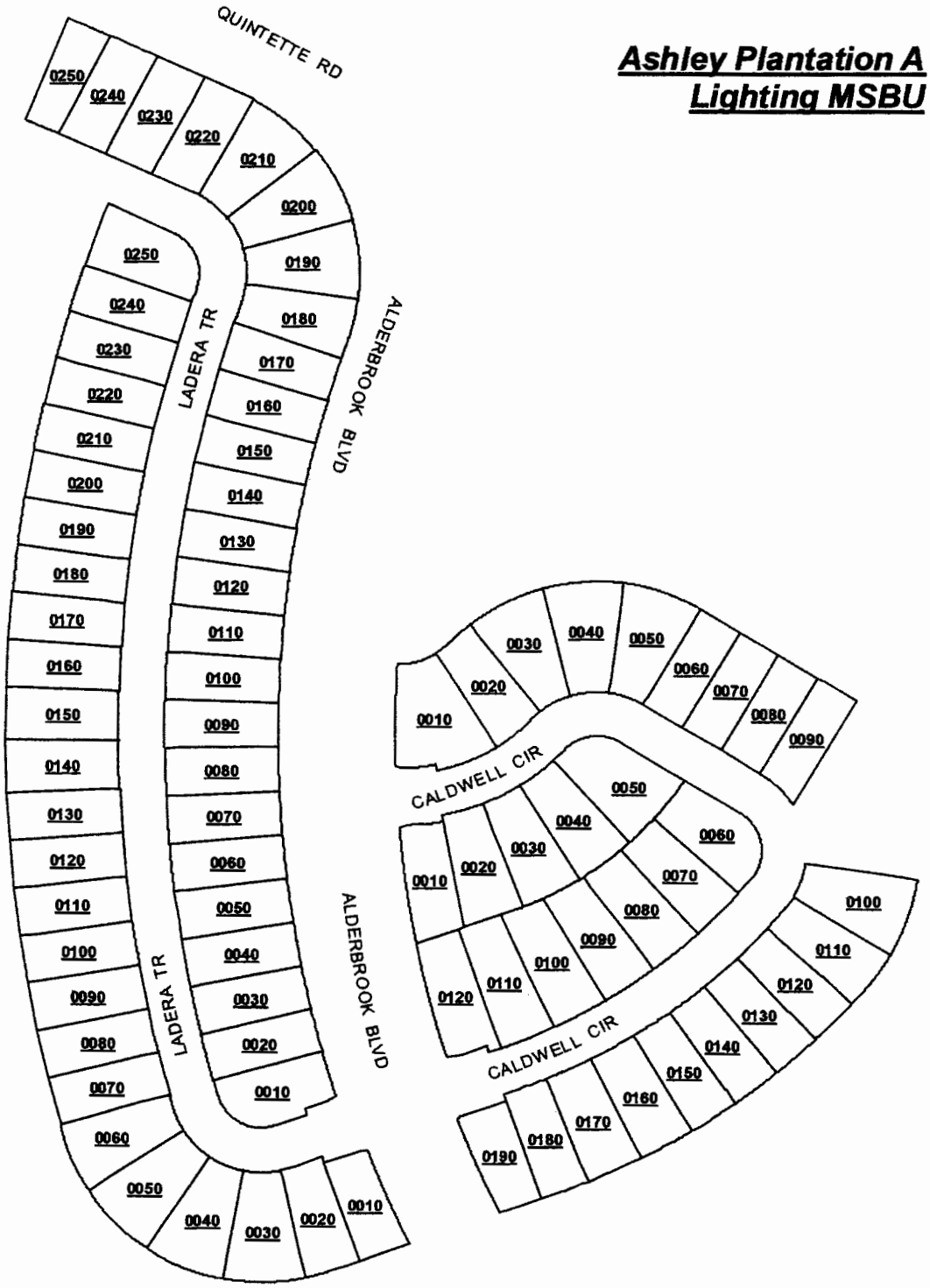
ATTEST:

_____
Clerk of Court

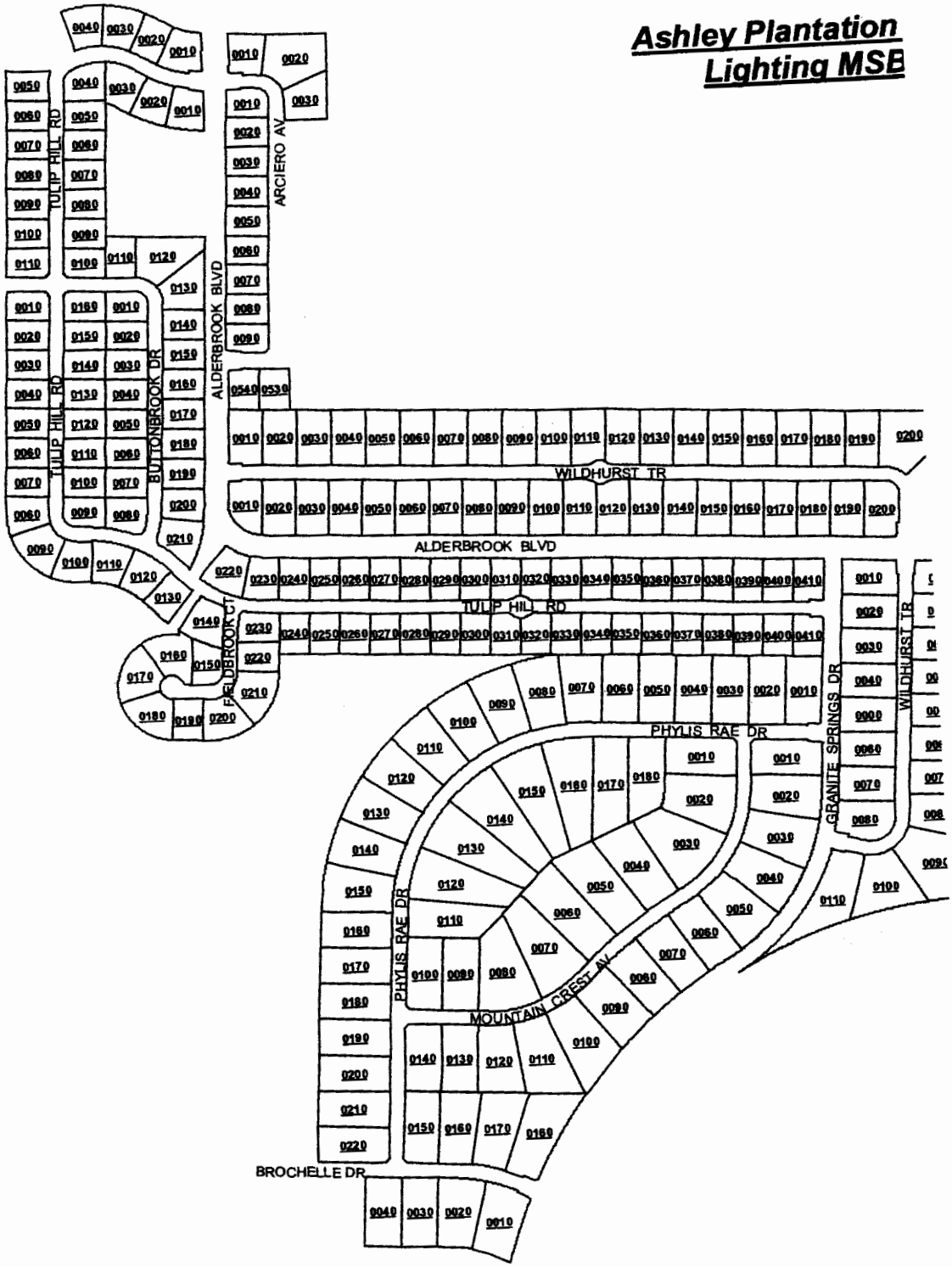
I, Donald C. Spencer, Clerk of Court of Santa Rosa County, Florida, do hereby certify that the same was adopted and filed of record and sent electronically to the Secretary of State of Florida, on this ____ day of _____, 2014.

_____
Clerk of Court

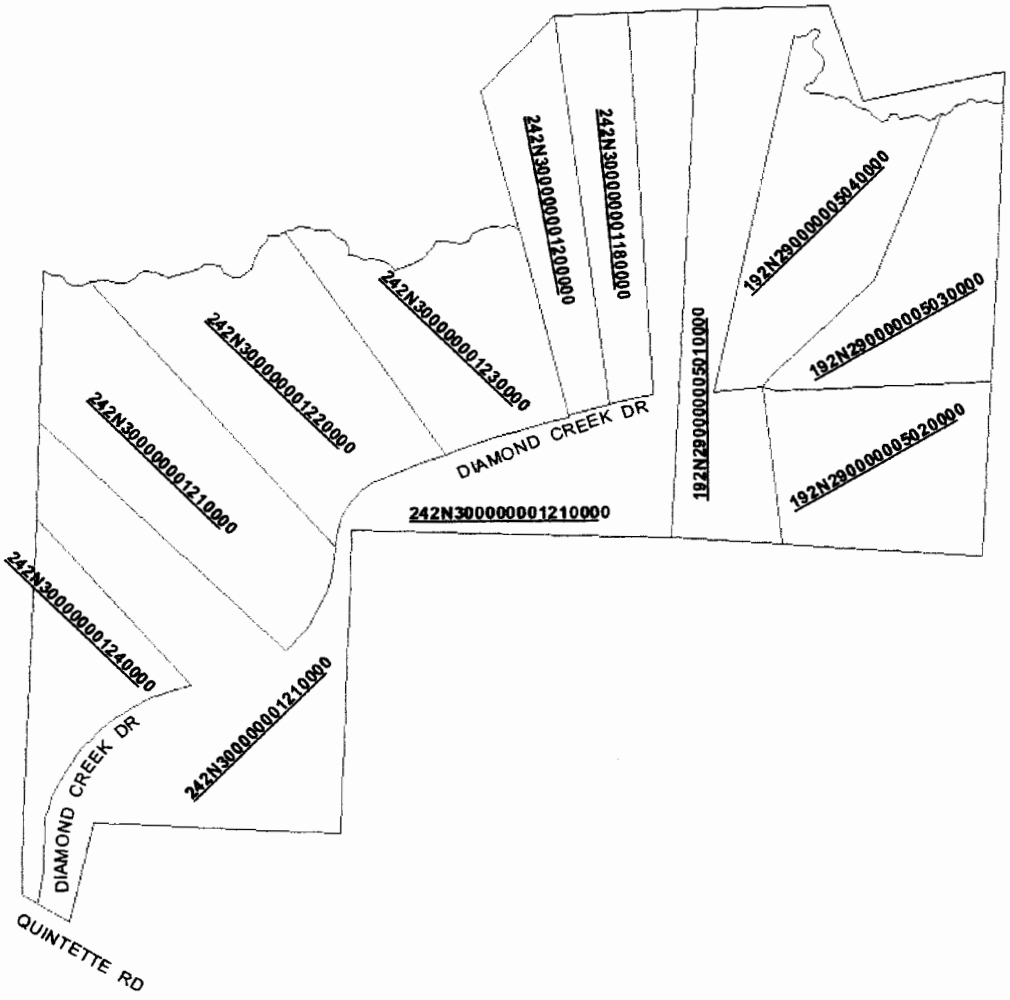
Ashley Plantation A Lighting MSBU



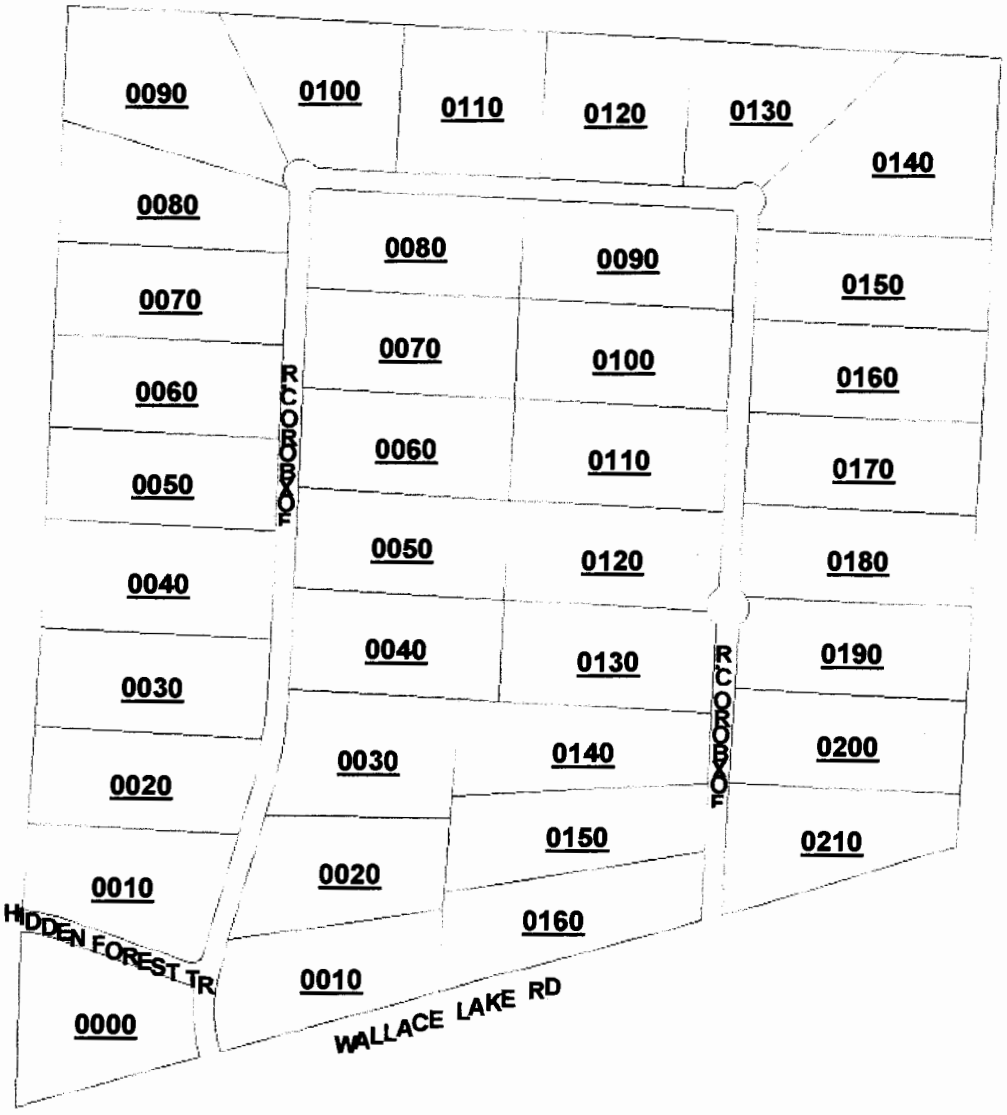
Ashley Plantation Lighting MSB



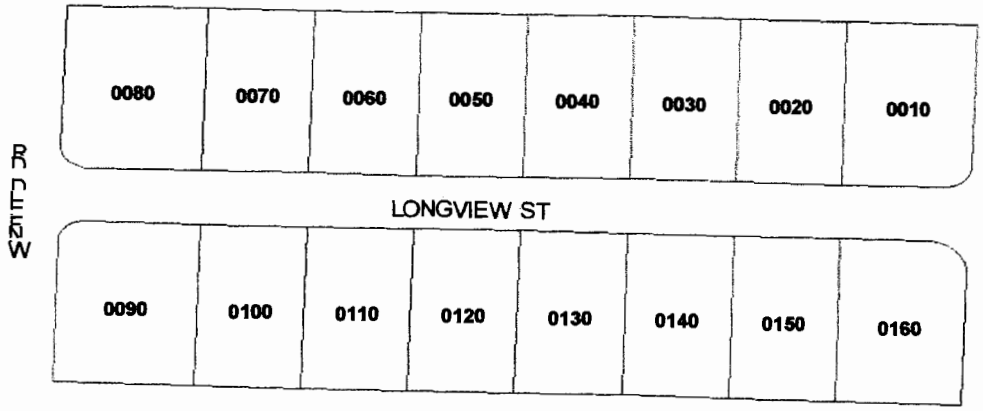
Diamond Creek
Street Lighting MSBU



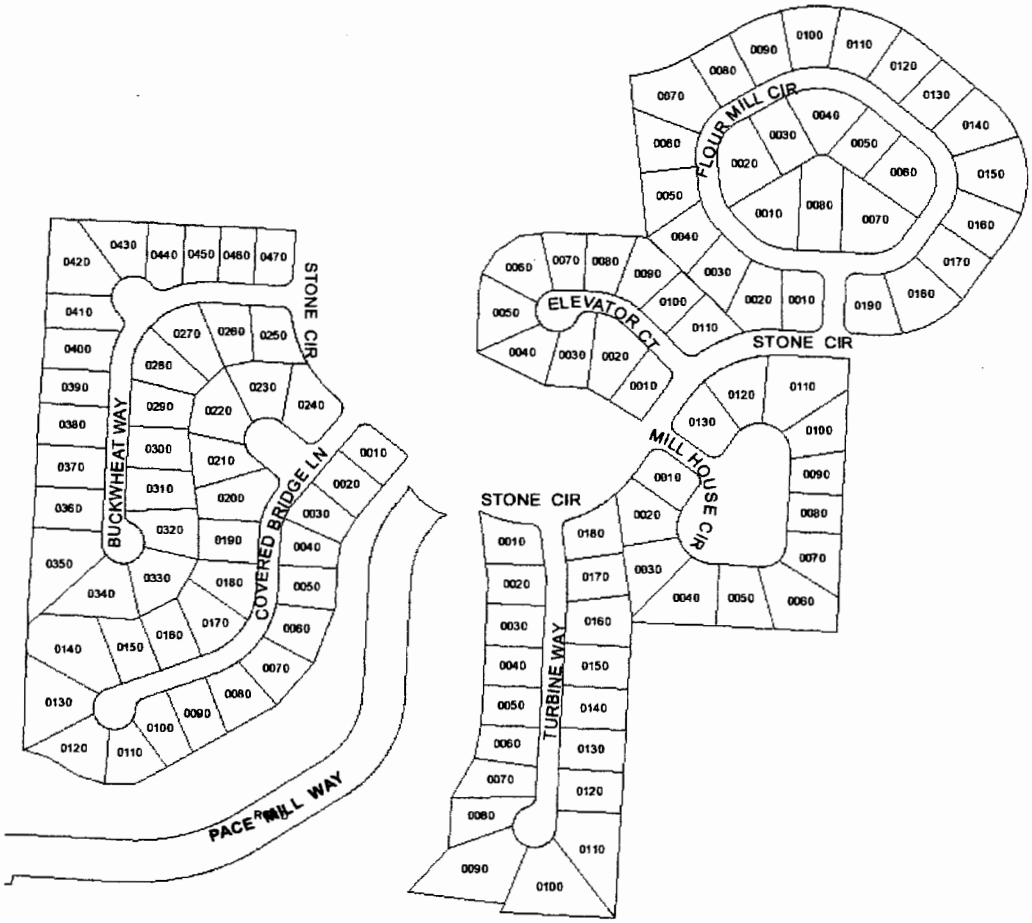
Foxboro Subdivision
Street Lighting MSBU



Longvie
Street Lightin MSE



Pace Mill Creek Lighting MSBU



ORDINANCE NO. 2014 - ____

AN ORDINANCE OF SANTA ROSA COUNTY, FLORIDA, ESTABLISHING THE PONDEROSA DRIVE DESIGN/PLANNING FOR PAVING, WATER AND SEWER MUNICIPAL SERVICE BENEFIT UNIT; PROVIDING FOR THE ASSESSING OF ASSESSMENTS BY THE COUNTY FOR DESIGN/PLANNING FOR PAVING, WATER AND SEWER IMPROVEMENTS; PROVIDING FOR THE COLLECTION OF SUCH SPECIAL ASSESSMENT BY THE NON-AD VALOREM ASSESSMENT PROCEDURE; PROVIDING FOR DEFINITIONS; PROVIDING FOR EXCEPTIONS; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

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

It is hereby found and declared by the Board of County Commissioners of Santa Rosa County:

SECTION 1. FINDINGS.

1. It is necessary to provide for the financing of the design/planning for paving and construction of a water and sewage collection system, to be constructed, owned and operated by the South Santa Rosa Utilities, Inc., for the provision of water and sewer on Ponderosa Drive.

2. The Santa Rosa County Board of County Commissioners finds that the most equitable method of providing such funding is through the creation of the Ponderosa Drive Design/Planning for Paving, Water and Sewer Municipal Service Benefit Unit (Unit) to include the properties depicted in the attached map.

The Unit will utilize non-ad valorem assessments to insure that all property owners benefiting from the improvements shall fund the complete cost of such service.

Santa Rosa County is authorized by Chapters 125 & 197, Florida Statutes, to implement the provisions of this ordinance.

3. It is the purpose of this Ordinance to implement the provisions of Chapter 125 and 197, Florida Statutes, and the covenants contained in any ordinance, resolution, or indenture securing the issuance of financing for the project. This Ordinance is adopted under the authority and power granted the Board under Section 125.01, Florida Statutes, and Section 197.3631, Florida Statutes and other applicable laws.

SECTION 2. DEFINITIONS.

For the purpose of this Ordinance, the definitions contained in this section shall apply unless otherwise specifically stated. When not inconsistent with the context words used in the present tense include the future tense, words in the plural number include the singular, and words in the singular number include the plural. Words used herein and not otherwise defined shall have the meaning given to them in the Act.

1. "ANNUAL DESIGN/PLANNING FOR PAVING WATER/SEWER ASSESSMENT" means the annual assessment imposed upon a parcel of real property for the provision of design/planning for paving, water and sewer collection system. Said assessment shall be assessed for multiple years to amortize the initial cost of constructing the system.

2. "ANNUAL DESIGN/PLANNING FOR PAVING WATER/SEWER ASSESSMENT ROLL" means the list prepared by the County and confirmed by the Board containing a summary description of each parcel of real property within the unit, the name and address of the Owner of each such parcel as indicated on the records maintained by the Property Appraiser and the assessment authorized by this Ordinance against each parcel.

3. "BOARD" means the Board of County Commissioners of Santa Rosa County, Florida, or the governing body by any other name in which the general legislative powers of the County are vested.

4. "CLERK" means the Clerk of the Circuit Court of Santa Rosa County, Florida.

5. "COUNTY" means Santa Rosa County, Florida.

6. "GOVERNMENTAL AGENCY" any local, state, or federal agency.

7. "OWNER" means the person or persons owning an interest in real property located within the unit.

8. "PERSON" means an individual, partnership, corporation, joint venture, private or public service company or entity, however organized.

9. "PROPERTY APPRAISER" means the Property Appraiser of Santa Rosa County, Florida.

10. "RATE RESOLUTION" means the resolution adopted under the provisions of Section 6 of this Ordinance incorporating a schedule of annual assessments to be imposed upon the Owners of all Real Property in the Unit.

11. "REAL PROPERTY" means all real property located in the unit.

12. "DESIGN/PLANNING FOR WATER/SEWER COLLECTION SYSTEM" the "SYSTEM" shall include the water and sewage collection system constructed and owned by South Santa Rosa Utilities, Inc.

13. "TAX COLLECTOR" means the Tax Collector of Santa Rosa County, Florida.

14. "UNIT" means Ponderosa Drive Design/Planning for Paving, Water and Sewer Municipal Service Benefit Unit.

SECTION 3. CREATION OF UNIT.

Pursuant to Chapter 125, Florida Statutes, there is hereby established the Ponderosa Drive Design/Planning for Paving, Water and Sewer Municipal Service Benefit Unit. The boundaries of such Unit shall consist of the properties depicted in the attached map.

SECTION 4. PURPOSE.

It is the purpose of this Ordinance to establish a schedule of assessments to fund the design/planning for paving, water and sewer improvements and to provide for a method and procedure for the collection of such established assessments.

SECTION 5. DETERMINATION OF ANNUAL ASSESSMENTS AND CHARGES; PUBLIC HEARING.

A. It is hereby declared that the providing the design/planning for the paving, providing of water service and the construction of the sewage collection system and providing of sewer collection service is a benefit and improvement to all real property in the unit regardless of use and occupancy of such property. The construction, operation and maintenance of the system directly improves and benefits all real property by ensuring a source for the disposal of sewage being generated, or potentially to be generated, on such real property that is practical and compatible with the health and safety of all citizens in the unit.

B. There is hereby imposed on the Assessment Date against each parcel in the Unit an Assessment for the provision of water service and a sewage collection system as provided under the provisions of this Ordinance.

C. The amount of the Assessment imposed each Fiscal Year against each parcel shall be at the rate established in the Rate Resolution adopted pursuant to this ordinance.

D. It is the intent of the Board that the costs of construction of the water and sewage collection systems shall be amortized over a number of years. The amount of the assessment and number of years to be imposed shall be specified in the rate resolution. Said resolution may be amended or modified as provided by this ordinance and law.

SECTION 6. ADOPTION OF RATE RESOLUTION AND ANNUAL ASSESSMENT ROLL.

A. The Rate Resolution shall fix and establish for the specified years:

1. The Assessment to be imposed, and

2. The number of years said assessment will be imposed.

B. On or before August 1 of each year, the Board shall adopt by resolution a tentative Rate Resolution establishing the Assessments proposed to be imposed against each parcel in the Unit for the purpose of providing the design/planning for paving, water and sewage collection systems. Upon adoption by the Board of the tentative Rate Resolution, the County Administrator shall cause to be prepared a preliminary Annual Assessment Roll and upon completion shall file such preliminary roll with the Clerk for public inspection.

C. The Board shall hold a public hearing to adopt the Rate Resolution and the Annual Assessment Roll for the ensuing Fiscal Year. Such hearing shall be held between June 1 and September 15.

At such public hearing, the Board shall hear comments and objections from Owners and other members of the public as to the proposed Assessments and shall review the preliminary Assessment Roll prepared by the County Administrator for preparation in conformity with the tentative Rate Resolution and this Ordinance. The Board shall also hear comments or objections from any Owner or member of the public as to the method of apportionment of the cost of funding the water/sewer services against any parcel within the unit. The Board shall make such increase, decrease or revision to any proposed Assessment, as it shall deem necessary or appropriate and shall adopt a Rate Resolution. In addition, the Board shall make such changes, modifications or additions as necessary to conform the preliminary Annual Assessment Roll with the adopted Rate Resolution and this Ordinance. The Board may continue said public hearing to a date and time certain without the necessity of further public notice to allow prior to final adoption increases, decreases or revisions to the tentative Rate Resolution or changes, modification or additions to the preliminary Assessment Roll or for such other reason deemed necessary in the sole discretion of the Board. If upon completion of such public hearing the Board shall be satisfied that the Annual Assessment Roll has been prepared in conformity with the Rate Resolution and this Ordinance, it shall ratify and confirm such roll and the Chairman of the Board shall certify the roll to the Tax Collector no later than September 15 of each year, unless a subsequent date is approved by the Tax Collector.

D. Notice of the date, time, and place of the public hearing for the adoption of the Rate Resolution and the Assessment Roll shall be as provided in Section 197.3632(4)(b), Florida Statutes (Supp.)(1988).

E. Notwithstanding the mailing or publication of a proposed schedule of assessments, the Board shall have full and absolute discretion at such public hearing to increase, decrease or revise any proposed Assessment.

SECTION 7. UTILIZATION OF STATUTORY COLLECTION PROCEDURES.

A. The Collection of the Assessments shall be in the manner provided for the uniform collection of non-ad valorem assessment and in accordance with the provisions of Section 197.3632, Florida Statutes (Supp.)(1988), or its successor in function.

B. The collection of Assessments pursuant to this section shall be subject to all collection procedures of Chapter 197, Florida Statutes, including provisions relating to discount for early payment, prepayment by installment method, deferred payment penalty for delinquent payment, and issuance and sale of tax certificates and tax deeds for nonpayment.

C. The Tax Collector shall include on the Notice of Ad Valorem Tax and Non-Ad Valorem Assessments mailed under Section 197.3635, Florida Statutes (Supp.)(1988), or its successor in function, the Assessment for each parcel listed on the Real Property Assessment Roll as incorporated on the Annual Assessment Roll.

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. SEVERABILITY.

If any provision of this Ordinance is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, such provision and such holding shall not affect the validity of any other provision and to that end the provisions of this Ordinance are hereby declared to be severable.

SECTION 10. EFFECTIVE DATE.

A certified copy of this Ordinance shall be filed in the office of the Secretary of State within ten (10) days after enactment, and this Ordinance shall take effect upon receipt of official acknowledgment from that office that said Ordinance has been filed.

PASSED AND ADOPTED by a vote of __ yeas and __ nays, and __ absent of the Board of County Commissioners of Santa Rosa County, Florida, this ___ day of June, 2014.

BOARD OF COUNTY COMMISSIONERS
SANTA ROSA COUNTY, FLORIDA

By_____
Chairman

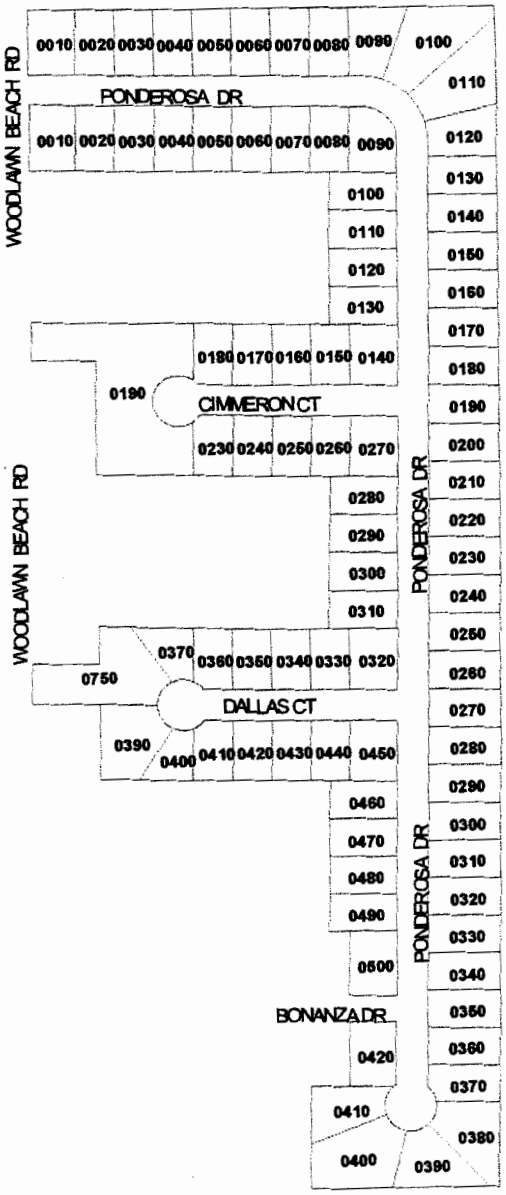
ATTEST:

_____
Clerk

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 State of Florida, on this ____ day of _____, 2014.

_____
Clerk of Court

Ponderosa Paving, Water, Sewer Planning MSBU



ORDINANCE NO. 2014 - ____

AN ORDINANCE OF SANTA ROSA COUNTY, FLORIDA, ESTABLISHING THE HIDDEN FOREST SUBDIVISION SUBDIVISION IMPROVEMENTS MUNICIPAL SERVICE BENEFIT UNIT; PROVIDING FOR THE ASSESSING OF ASSESSMENTS BY THE COUNTY FOR SUBDIVISION IMPROVEMENTS; PROVIDING FOR THE COLLECTION OF SUCH SPECIAL ASSESSMENT BY THE NON-AD VALOREM ASSESSMENT PROCEDURE; PROVIDING FOR DEFINITIONS; PROVIDING FOR EXCEPTIONS; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

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

It is hereby found and declared by the Board of County Commissioners of Santa Rosa County:

SECTION 1. FINDINGS.

1. It is necessary to provide for the financing of the construction of subdivision improvements in the Hidden Forest Subdivision.

2. The Santa Rosa County Board of County Commissioners finds that the most equitable method of providing such funding is through the creation of the Hidden Forest Subdivision Subdivision Improvements Municipal Service Benefit Unit (Unit) to include the properties depicted in the attached map.

The Unit will utilize non-ad valorem assessments to insure that all property owners benefiting from the improvements shall fund the complete cost of such service.

Santa Rosa County is authorized by Chapters 125 & 197, Florida Statutes, to implement the provisions of this ordinance.

3. It is the purpose of this Ordinance to implement the provisions of Chapter 125 and 197, Florida Statutes, and the covenants contained in any ordinance, resolution, or indenture

securing the issuance of financing for the project. This Ordinance is adopted under the authority and power granted the Board under Section 125.01, Florida Statutes, and Section 197.3631, Florida Statutes and other applicable laws.

SECTION 2. DEFINITIONS.

For the purpose of this Ordinance, the definitions contained in this section shall apply unless otherwise specifically stated. When not inconsistent with the context words used in the present tense include the future tense, words in the plural number include the singular, and words in the singular number include the plural. Words used herein and not otherwise defined shall have the meaning given to them in the Act.

1. "ANNUAL ASSESSMENT" means the annual assessment imposed upon a parcel of real property for the provision of underground utilities. Said assessment shall be assessed for multiple years to amortize the initial cost of constructing the system.

2. "ANNUAL ASSESSMENT ROLL" means the list prepared by the County and confirmed by the Board containing a summary description of each parcel of real property within the unit, the name and address of the Owner of each such parcel as indicated on the records maintained by the Property Appraiser and the assessment authorized by this Ordinance against each parcel.

3. "BOARD" means the Board of County Commissioners of Santa Rosa County, Florida, or the governing body by any other name in which the general legislative powers of the County are vested.

4. "CLERK" means the Clerk of the Circuit Court of Santa Rosa County, Florida.

5. "COUNTY" means Santa Rosa County, Florida.

6. "GOVERNMENTAL AGENCY" any local, state, or federal agency.

7. "OWNER" means the person or persons owning an interest in real property located within the unit.

8. "PERSON" means an individual, partnership, corporation, joint venture, private or public service company or entity, however organized.

9. "PROPERTY APPRAISER" means the Property Appraiser of Santa Rosa County, Florida.

10. "RATE RESOLUTION" means the resolution adopted under the provisions of Section 6 of this Ordinance incorporating a schedule of annual assessments to be imposed upon the Owners of all Real Property in the Unit.

11. "REAL PROPERTY" means all real property located in the unit.

12. "TAX COLLECTOR" means the Tax Collector of Santa Rosa County, Florida.

13. "UNIT" means Hidden Forest Subdivision Subdivision Improvements Municipal Service Benefit Unit.

SECTION 3. CREATION OF UNIT.

Pursuant to Chapter 125, Florida Statutes, there is hereby established the Hidden Forest Subdivision Subdivision Improvements Municipal Service Benefit Unit. The boundaries of such Unit shall consist of the properties depicted in the attached map.

SECTION 4. PURPOSE.

It is the purpose of this Ordinance to establish a schedule of assessments to fund subdivision improvements and to provide for a method and procedure for the collection of such established assessments.

SECTION 5. DETERMINATION OF ANNUAL ASSESSMENTS AND CHARGES; PUBLIC HEARING.

A. It is hereby declared that providing for the construction of subdivision improvements is a benefit and improvement to all real property in the Unit regardless of use and occupancy of such property. The construction of the subdivision improvements directly improves and benefits all real property that is practical and compatible with the health and safety of all citizens in the Unit.

B. There is hereby imposed on the Assessment Date against each parcel in the Unit an Assessment for the provision of underground utilities as provided under the provisions of this Ordinance.

C. The amount of the Assessment imposed each Fiscal Year against each parcel shall be at the rate established in the Rate Resolution adopted pursuant to this ordinance.

D. It is the intent of the Board that the costs of construction of the subdivision improvements shall be amortized over a number of years. The amount of the assessment and number of years to be imposed shall be specified in the rate resolution. Said resolution may be amended or modified as provided by this ordinance and law.

SECTION 6. ADOPTION OF RATE RESOLUTION AND ANNUAL ASSESSMENT ROLL.

A. The Rate Resolution shall fix and establish for the specified years:

1. The subdivision improvements assessment to be imposed, and
2. The number of years said assessment will be imposed.

B. On or before August 1 of each year, the Board shall adopt by resolution a tentative Rate Resolution establishing the Assessments proposed to be imposed against each parcel in the Unit for the purpose of providing the underground utilities. Upon adoption by the Board of the tentative Rate Resolution, the County Administrator shall cause to be prepared a preliminary

Annual Assessment Roll and upon completion shall file such preliminary roll with the Clerk for public inspection.

C. The Board shall hold a public hearing to adopt the Rate Resolution and the Annual Assessment Roll for the ensuing Fiscal Year. Such hearing shall be held between June 1 and September 15.

At such public hearing, the Board shall hear comments and objections from Owners and other members of the public as to the proposed Assessments and shall review the preliminary Assessment Roll prepared by the County Administrator for preparation in conformity with the tentative Rate Resolution and this Ordinance. The Board shall also hear comments or objections from any Owner or member of the public as to the method of apportionment of the cost of funding the underground utilities against any parcel within the unit. The Board shall make such increase, decrease or revision to any proposed Assessment, as it shall deem necessary or appropriate and shall adopt a Rate Resolution. In addition, the Board shall make such changes, modifications or additions as necessary to conform the preliminary Annual Assessment Roll with the adopted Rate Resolution and this Ordinance. The Board may continue said public hearing to a date and time certain without the necessity of further public notice to allow prior to final adoption increases, decreases or revisions to the tentative Rate Resolution or changes, modification or additions to the preliminary Assessment Roll or for such other reason deemed necessary in the sole discretion of the Board. If upon completion of such public hearing the Board shall be satisfied that the Annual Assessment Roll has been prepared in conformity with the Rate Resolution and this Ordinance, it shall ratify and confirm such roll and the Chairman of the Board shall certify the roll to the Tax Collector no later than September 15 of each year, unless a subsequent date is approved by the Tax Collector.

D. Notice of the date, time and place of the public hearing for the adoption of the Rate Resolution and the Assessment Roll shall be as provided in Section 197.3632(4)(b), Florida Statutes (Supp.)(1988).

E. Notwithstanding the mailing or publication of a proposed schedule of assessments, the Board shall have full and absolute discretion at such public hearing to increase, decrease or revise any proposed Underground Utilities Assessment.

SECTION 7. UTILIZATION OF STATUTORY COLLECTION PROCEDURES.

A. The Collection of the Assessments shall be in the manner provided for the uniform collection of non-ad valorem assessment and in accordance with the provisions of Section 197.3632, Florida Statutes (Supp.)(1988), or its successor in function.

B. The collection of Assessments pursuant to this section shall be subject to all collection procedures of Chapter 197, Florida Statutes, including provisions relating to discount for early payment, prepayment by installment method, deferred payment penalty for delinquent payment, and issuance and sale of tax certificates and tax deeds for nonpayment.

C. The Tax Collector shall include on the Notice of Ad Valorem Tax and Non-Ad Valorem Assessments mailed under Section 197.3635, Florida Statutes (Supp.)(1988), or its successor in function, the Assessment for each parcel listed on the Real Property Assessment Roll as incorporated on the Annual Assessment Roll.

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. SEVERABILITY.

If any provision of this Ordinance is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, such provision and such holding shall not affect the validity of any other provision and to that end the provisions of this Ordinance are hereby declared to be severable.

SECTION 10. EFFECTIVE DATE.

A certified copy of this Ordinance shall be filed in the office of the Secretary of State within ten (10) days after enactment, and this Ordinance shall take effect upon receipt of official acknowledgment from that office that said Ordinance has been filed.

PASSED AND ADOPTED by a vote of __ yeas and __ nays, and __ absent of the Board of County Commissioners of Santa Rosa County, Florida, this __ day of June, 2014.

BOARD OF COUNTY COMMISSIONERS
SANTA ROSA COUNTY, FLORIDA

By_____
Chairman

ATTEST:

_____
Clerk

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 State of Florida, on this ____ day of _____, 2014.

_____
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
June 23, 2014

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

This is a Preliminary check list:
The items listed below may be on the agenda for meeting of Board of County Commissioners of Santa Rosa County, Florida, for June 26, 2014 at 9:00 a.m. in Milton, Florida.

1. Discussion of low bid option "A" for the Pine Blossom Drainage project to Brown Construction in the amount of $390,353.35. (Attachment A)

2. Discussion of Grand Canal wash outs with quotes due June 25, 2014.
   1) Grand Canal Street
   2) Venetian Way

3. Discussion of Change Order No. 1 to the contract with Pensacola Concrete Construction in the amount of $26,561.19 and additional 81 days for the Navarre Beach Water Main Rehabilitation project. (Attachment B)

4. Recommend approval of Preliminary Plat for Martinique Place, a 28 lot subdivision a portion of Section(s) 17, Township, 2 South, Range 28 West, Santa Rosa County, Florida. (Working District 5). (Attachment C)

   Location: ¾ mile, more or less, West on Highway 98 from County Road 399 to ¼ mile, more or less, North on Saroco Road the property is located on the East side of Saroco Road.

5. Recommend approval of Preliminary Plat for Wynfield, a 59 lot subdivision a portion of Section 8, Township 1 North, Range 29 West, Santa Rosa County, Florida. (Working District 1) (Attachment D)

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

6. Recommend approval of Construction Plans for Martinique Place, a 28 lot subdivision a portion of Section(s) 17, Township, 2 South, Range 28 West, Santa Rosa County, Florida. (Working District 5).

   Location: ¾ mile, more or less, West on Highway 98 from County Road 399 to ¼ mile, more or less, North on Saroco Road the property is located on the East side of Saroco Road.

7. Recommend approval of Construction Plans for Wynfield, a 59 lot subdivision a portion of Section 8, Township 1 North, Range 29 West, Santa Rosa County, Florida. (Working District 1)

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

Pine Blossom Bid Tabulation

Brown Construction
- Base Bid A: $390,353.35
- Base Bid B: $360,365.95
- Base Bid C: $384,695.35

Site & Utility Solutions, Inc.
- Base Bid A: $517,000.00
- Base Bid B: $461,000.00
- Base Bid C: $480,000.00

Royal American Construction
- Base Bid A: $547,884.00
- Base Bid B: $510,710.00
- Base Bid C: $529,832.00

Utility Service Co.
- Base Bid A: $566,942.94
- Base Bid B: $538,205.94
- Base Bid C: $575,213.94

Roberson Excavation
- Base Bid A: $733,145.00
- Base Bid B: $615,845.00
- Base Bid C: $627,830.00

Roads Inc.
- Base Bid A: $740,199.00
- Base Bid B: $719,957.00
- Base Bid C: $726,399.00

Base Bid A = 42" Reinforced Concrete Pipe
Base Bid B = 42" ADS Pipe
Base Bid C = 42" Aluminum Pipe

No support documentation for this agenda item.

3

Shirley Powell

From: Michael Schmidt
Sent: Wednesday, June 18, 2014 2:29 PM
To: Shirley Powell
Subject: FW: Navarre Mainland Water Rehab - Proposed Reroute Change Order
Attachments: Proposal_Navarre Wtr Rhb_6-16-14.pdf; Change Order Request_Navarre Beach_June 2014 (2).xls

Michael W. Schmidt, P.E.
Assistant County Engineer
Santa Rosa County Engineering
(850) 981-7100

From: Joe.Klaus@CH2M.com [mailto:Joe.Klaus@CH2M.com]
Sent: Tuesday, June 17, 2014 10:50 AM
To: Roger Blaylock; Michael Schmidt; Terry Wallace
Cc: Joe.Klaus@CH2M.com
Subject: RE: Navarre Mainland Water Rehab - Proposed Reroute Change Order

All,
I contacted Ben last week after our conference call and requested that he revise the change order to reflect the following (excerpt from the email I sent Ben on 6/11):

"...pulling the last stretch of HDPE and connecting to the existing PVC just west of Presidio, and leaving all the remaining downstream pipe as is (from the HDPE/PVC transition on the west side of Presidio to the existing Tee). Would request that you TV the segment of pipe that we are anticipating leaving in place just to confirm the joints and pipe are sound.....The County is requesting a revised change order reflecting the above changes which includes adding the work along 98 to pull the HDPE, reducing the length of HDPE sliplining, and eliminating the remaining work proposed in Pit 4. "

Attached is his revised change order (.pdf) that I received yesterday, along with the original change order (.xls). He lowered the change order price from $40,500 to $26,500, a reduction of approximately $14,000. This increases the contract amount from $186,329 to approximately $212,800. The final contract amount will still need to be adjusted at the end of the project to reflect the final quantities.

Final completion date was originally May 3, 2014. I would recommend that the change order include an extension of the contract time to July 23, 2014, which will give Ben 30 days from this Monday to pull the pipe; make the final connections; pressure test; disinfect; and replace sidewalk, asphalt, grassing, etc.; and demobilize.

Just let me know if you have any questions. Thanks,
Joe

Joe Klaus, P.E./CH2M HILL
25 W. Cedar Street
Suite 560
Pensacola, FL 32502
Office:(850) 941-7276 x47276
Cell: 850-393-9864

P.C.C.
Florida License #CUC1224486
Pensacola Concrete Construction Co., Inc. * P. O. Box 2787 * Pensacola, FL 32513

Preferred Quality
Professional Satisfaction
Specializing in Trenchless Technology
"An Employee Owned Company"

Monday, June 16, 2014

Re: Proposed Change Order Pricing for Navarre Beach Mainland Water Rehab

Item No.	Description	Contract Quantity	Unit	Contract Unit Price	Contract Total	Change Quantity	Unit	Change Unit Total	Change Total Difference Requested
1	Mobilization	1	LS	$13,000.00	$13,000.00	0	LS	$13,000.00	$0.00
2	Access Pit No. 1 - Existing Pipe Removal, and Pipe and Fitting Replacemment	1	LS	$21,712.80	$21,712.80	1	LS	$34,697.43	$12,984.63
3	Access Pit No. 2 - Existing Pipe Removal, and Pipe and Fitting Replacement	1	LS	$4,419.30	$4,419.30	0	EA	$4,419.30	$0.00
4	Access Pit No. 3 - Existing Pipe Removal, and Pipe and Fitting Replacement	1	LS	$19,374.10	$19,374.10	0	EA	$19,374.10	$0.00
5	Access Pit No. 4 - Existing Pipe Removal, and Pipe and Fitting Replacement	1	LS	$18,767.21	$18,767.21	1	EA	$18,767.21	$0.00
6	Slip-Lining of 12" HDPE Water Main	1970	LF	$41.33	$81,420.10	-160	LF	$41.33	-$6,612.80
7	Open Cut Excavations to Facilitate Slip-Lining	5	EA	$2,500.00	$12,500.00	0	EA	$2,500.00	$0.00
8	Seeding of Disturbed Areas	1	LS	$2,364.50	$2,364.50	0	LS	$2,364.50	$0.00
9	Ductile Iron Pipe and Fittings	1	LS	$2,201.55	$2,201.55	0	LS	$2,201.55	$0.00
10	Resurfacing of Asphalt Driveways	500	SF	$14.22	$7,110.00	0	SF	$14.22	$0.00
11	Resurfacing of Concrete Sidewalks	500	SF	$6.92	$3,460.00	125	SF	$6.92	$865.00

ADDITIONAL PAY ITEMS

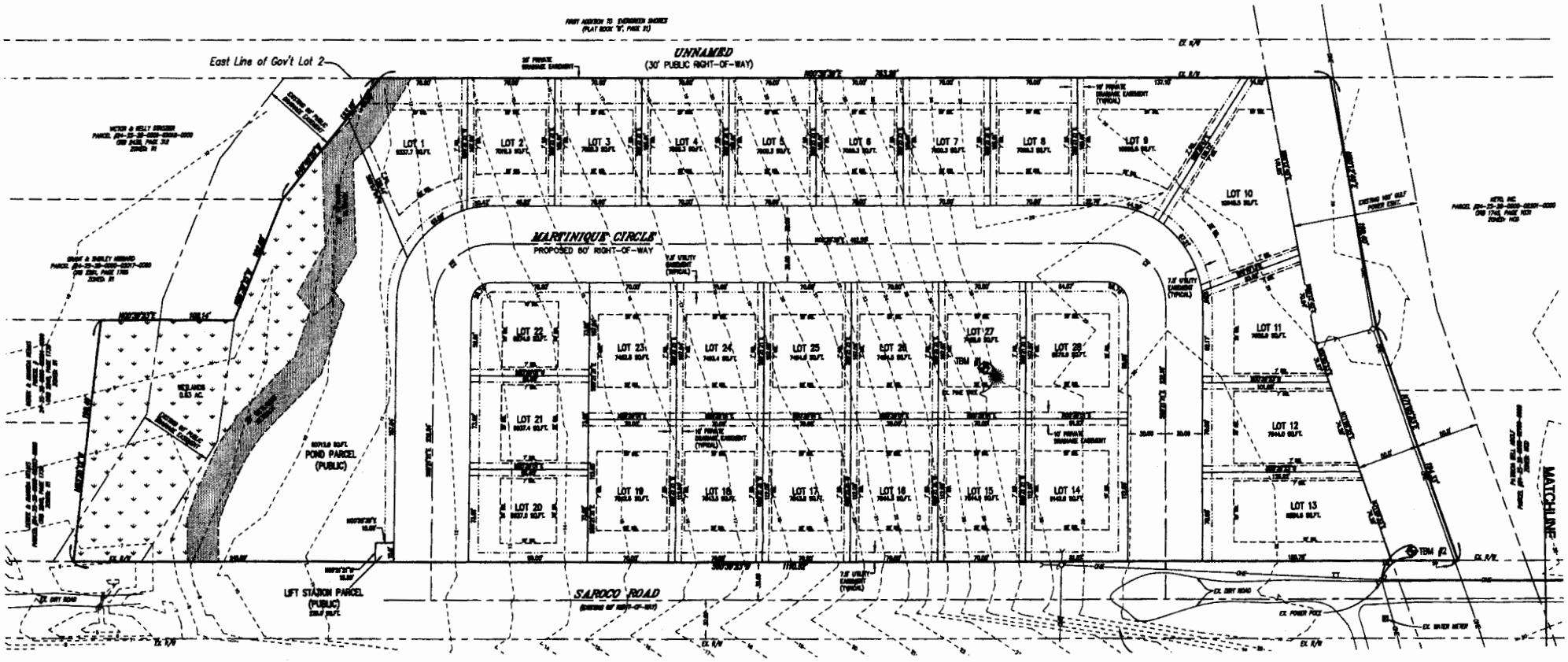
1	Access Pit in Hwy 98 FDOT Pavement	0	LS	$0.00	$0.00	1	LS	$19,324.36	$19,324.36
									$26,561.19

Notes:

1. Price for the access pit in HWY 98 includes 40 linear feet of barrier wall placed around well-point system.

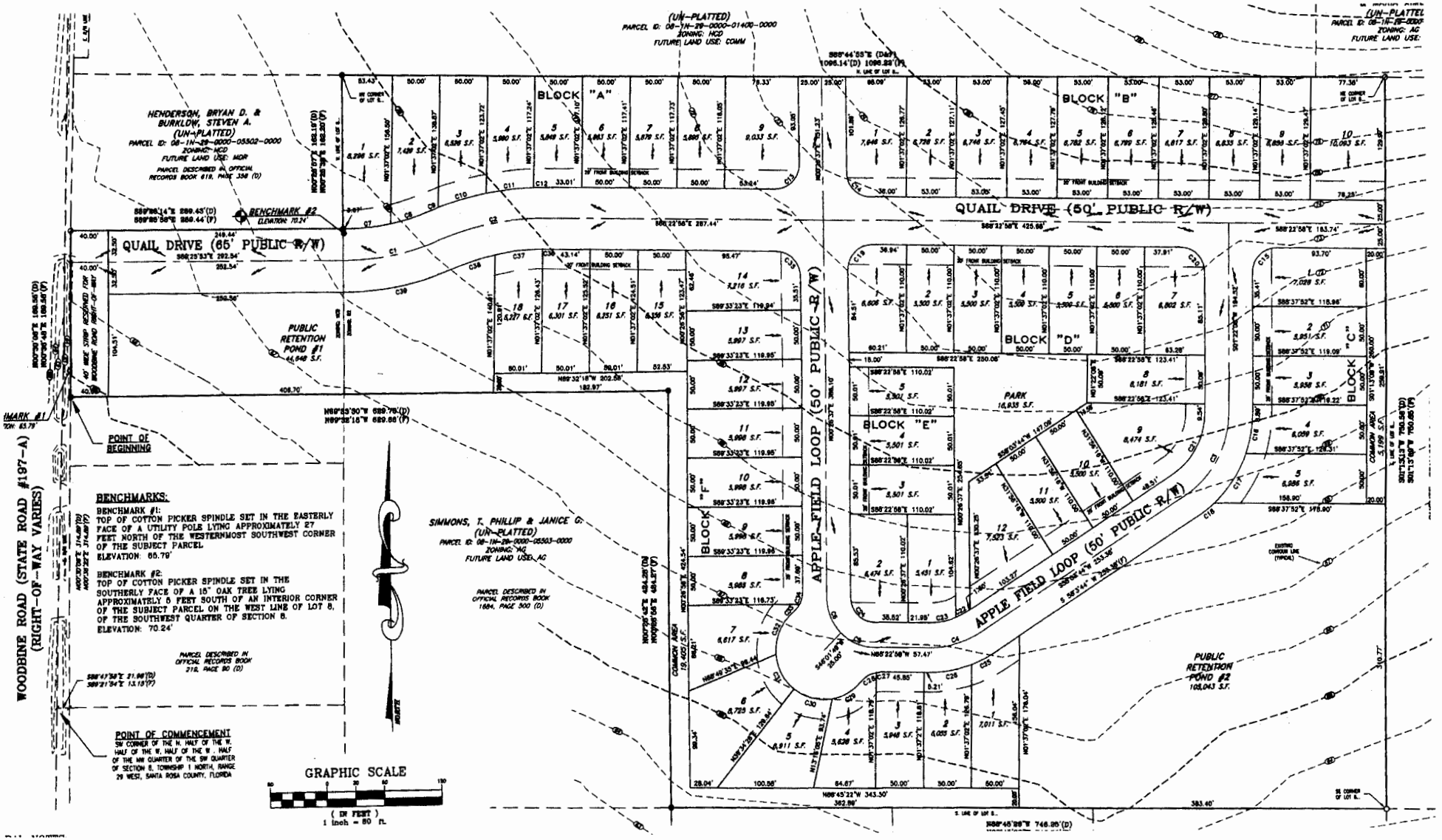
KEYSTONE DR
EVERGREEN DR
BONITA AV
HICKORY SHORES BLVD
KELL RD
TARPON AV
ST MARY DR
MASON CALLE RD
MARTINIQUE PLACE
NATTIES CT
GALVEZ DR
SIOUX TR
AQUA VISTA DR
ELEA CALLE LN
SAROCO RD
MEDIAN
GULF BREEZE PKWY
WOODLAWN WAY

Martinique Place



WYNFIELD
WOODBINE RD
CAM LN
SHADYWOOD LN
OAK TREE LN
GARLLUM DR

Wynfield


WOODBINE ROAD (STATE ROAD #197-A)
(RIGHT-OF-WAY VARIES)
HENDERSON, BRYAN D. & BURKLOW, STEVEN A.
(UN-PLATTED)
PARCEL ID: 08-1N-29-0000-05502-0000
ZONING: HCD
FUTURE LAND USE: MDR
PARCEL DESCRIBED IN OFFICIAL RECORDS BOOK 618, PAGE 338 (D)
(UN-PLATTED)
PARCEL ID: 08-1N-29-0000-01400-0000
ZONING: HCD
FUTURE LAND USE: COMM
BENCHMARK #2
ELEVATION: 70.24
QUAIL DRIVE (65' PUBLIC R/W)
QUAIL DRIVE (50' PUBLIC R/W)
BLOCK "A"
BLOCK "B"
BLOCK "C"
BLOCK "D"
BLOCK "E"
BLOCK "F"
PUBLIC RETENTION POND #1
44,648 S.F.
PUBLIC RETENTION POND #2
105,043 S.F.
PARK
16,835 S.F.
APPLE FIELD LOOP (50' PUBLIC R/W)
POINT OF BEGINNING
BENCHMARKS:
BENCHMARK #1:
TOP OF COTTON PICKER SPINDLE SET IN THE EASTERLY FACE OF A UTILITY POLE LYING APPROXIMATELY 27 FEET NORTH OF THE WESTERNMOST SOUTHWEST CORNER OF THE SUBJECT PARCEL
ELEVATION: 65.79'
BENCHMARK #2:
TOP OF COTTON PICKER SPINDLE SET IN THE SOUTHERLY FACE OF A 15" OAK TREE LYING APPROXIMATELY 5 FEET SOUTH OF AN INTERIOR CORNER OF THE SUBJECT PARCEL ON THE WEST LINE OF LOT 8, OF THE SOUTHWEST QUARTER OF SECTION 8.
ELEVATION: 70.24'
SIMMONS, T. PHILLIP & JANICE G.
(UN-PLATTED)
PARCEL ID: 08-1N-29-0000-05503-0000
ZONING: HC
FUTURE LAND USE: AC
PARCEL DESCRIBED IN OFFICIAL RECORDS BOOK 1684, PAGE 500 (D)
PARCEL DESCRIBED IN OFFICIAL RECORDS BOOK 218, PAGE 90 (D)
POINT OF COMMENCEMENT
SW CORNER OF THE N. HALF OF THE W. HALF OF THE W. HALF OF THE W. HALF OF THE NW QUARTER OF THE SW QUARTER OF SECTION 8, TOWNSHIP 1 NORTH, RANGE 29 WEST, SANTA ROSA COUNTY, FLORIDA
GRAPHIC SCALE
(IN FEET)
1 inch = 60 ft.

No support documentation for this agenda item.

No support documentation for this agenda item.

Public Services Committee

Chaired by:
Lynchard

Meeting:
June 23, 2014, 9:00 A.M.

AGENDA

Emergency Management

1. Request approval for the Chairman to sign amended agreement with Cassidian Communications, Inc, expanding the capacity of our emergency call notification system.

2. Request approval to submit a Citizen Corp grant in the amount of $13,000.00 with the match requirement being provided through 'in-kind' services.

Development Services

3. Recommend renewal of the vehicle lease agreement with Pensacola Bay Transportation for the door-to-door public disadvantaged transportation program.

4. Recommend Board approval of the 2014 Escambia Consortium Annual Action Plan for Housing in the amount of $143,650.00, and authorize Chairman to sign all related documents.

5. Recommend award of the emergency repair bid for 5439 Tom Sawyer Road, Milton, in the amount of 13,500.00 as the lowest bidder, and approval to exceed the emergency repair program limit of $10,000.00.

6. Recommend approval of the short sale for 6942 Cedar Ridge Road, Milton in lieu of foreclosure and acceptance of $1,000.00 as satisfaction of mortgage.

Department of Public Services

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

Tony Gomillion, Director

To: Santa Rosa County Board of County Commissioners

From: Brad Baker, Director, Emergency Management

Through: Tony Gomillion, Director, Public Services

Re: Cassidian Emergency Call Notification System-Unlimited Minutes

Date: June 26, 2014

RECOMMENDATION

Request approval for the Chairman to sign amended agreement with Cassidian, expanding the capacity of our emergency call notification system.

BACKGROUND

In the October 24, 2013 meeting the Board of County Commissioners approved the upgrade of the Reverse 911 system to the web-based version called Cassidian GeoCast. Since that time we have experienced many weather related events and have found that through our county based notification system EBreaking News there have been significant delays in delivering the severe weather notifications. This new system allows for a much faster delivery of those messages. By utilizing the system for this purpose we will exceed our current contract terms. Current cost is $10,000 annually, for an additional $3,500 annually we will have unlimited use of the system. Unlimited proposal and amendment attached. Funding for the system comes from Emergency Management Preparedness and Assistance Grant (EMPA).

COMPLETION

The system will be maintained by Emergency Management.

AMENDMENT TO SERVICE AGREEMENT

THIS AMENDMENT ("Amendment") to the Service Agreement is entered into and effective this _____ day of June, 2014 by and between Santa Rosa County, FL ("Customer"), and Cassidian Communications, Inc., successor in interest to Dialogic Communications Corporation ("Cassidian Communications"). All capitalized terms in this Amendment shall have the same meaning as in the Agreement (as defined below) unless otherwise stated herein.

RECITALS

WHEREAS, Customer and Cassidian Communications entered into that certain Service Agreement dated November 19, 2013, ("Agreement") for purposes of Cassidian Communications' provision of the Service; and

WHEREAS, the Parties desire to amend the proposal terms and change the Customer's available minutes to "unlimited".

AGREEMENT

NOW THEREFORE, in consideration of the above premises, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree to amend the Agreement as follows:

1. Proposal DIR44610, attached to the Agreement shall be deleted in its entirety and replaced with the attached new Proposal DIR52106. Any reference in the Agreement to "Proposal DIR44610" or the term "proposal" shall be replaced with "Proposal DIR52106."

2. Conflict/No Other Modifications. In the event of a conflict between the terms of this Amendment and the terms of the Agreement, this Amendment shall control. All other terms of the Agreement shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be signed by their authorized representatives as of the date first above written. This Amendment may be executed in counterparts, all of which taken together shall constitute one instrument. Electronic or facsimile signatures are acceptable forms of execution of this Amendment and shall be binding on all Parties hereto.

SANTA ROSA COUNTY	**CASSIDIAN COMMUNICATIONS, INC.**
_____	_____
Signature	*Signature*
_____	_____
Name	*Name*
_____	_____
Title	*Title*
_____	_____
Date	*Date*

ATTACHMENT

Proposal No: DIR52106

CASSIDIAN COMMUNICATIONS

An Airbus Group, Inc. Company

Pricing

Santa Rosa County

Customer: Steve Mewborn **Date: 6/5/2014**

Acct Executive: Hope Baker **Proposal No: DIR52106**

Solution Offered: The Communicator! NXT (4.4) & GeoCast Web Suite Solution- Hosted:

Term: 5 Years

Includes:

- **Base Hosting Service**
- **List-& Map-based Notification:** contact groups of any size or type
- **Web-Based Application:** software accessible using a web browser (via Internet, LAN, or WAN)
- Notify directly from desktop or remotely by phone
- Application easily fills positions based on specific criteria such as skill, certification, and availability
- User can modify contacts, prepare messages, access results, easily managing communications from start to finish
- Provides individuals with situational details or instructions via phone (landline or cell), SMS Text, email and pagers
- **Two-way SMS Messaging**
- **All software updates within same product**
- **Notification Methods**: mobile device, SMS text, fax (optional), telephone, email, pager, overhead page
- **Qualification Methods**: phone, email, SMS text
- **Unlimited Emails** at no cost
- **Voice or Text to Speech-English (other languages available)**
- **Unlimited Universal Calling Minutes/SMS (text) Message Units- rollover** (these minutes are in addition to any pre-purchased minutes, unused)
- **Up to 10 concurrent users**
- **Customized Self-Registration Portal (SRP)**– Map to GCW
  - Collection of cell phone numbers, VoIP, emails
  - Automatically geocodes
- **Annual Geo-coding by InfoCode**
- **MassCall** option for increased capacity callouts in large-scale events (32,000 phone lines)

Pricing Cont.

- **Web/telephone Check-in** allows you to automatically validate the well-being of your personnel, ultimately maximizing employee accountability measures. Personnel provide their status by telephone or through a secure website, and reports provide check-in responses for follow-up action
- In-bound Bulletin Board
- **Hosted Backup**: a second, complimentary, redundant system provides near real-time backup of your primary system to a standby server located in our Mesa, AR hosting center. This option allows your operation to use an alternate server should your primary server be rendered unavailable or inoperative for any reason
- **Includes Support** (first year)
- **Annual Software Maintenance, and Support Plan**
- **Project Coordination and Hosting Setup**
- **24/7/365 Technical Support** (including access to the NSS support portal)
- **One seat at Cassidian Communications University In-House Training (Franklin, TN)**

Annual cost per Year: $13,500 (years 2015-2018)
$1460 ($10,000 already paid; $1460 owed for 2014, prorated for partial year)

Department of Public Services

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Tony Gomillion, Director

To: Santa Rosa County Board of County Commissioners

From: Brad Baker, Director, Emergency Management

Through: Tony Gomillion, Director, Public Services

Re: Citizen Corps Sub-Grant

Date: June 26, 2014

RECOMMENDATION

Request approval to submit a grant application to the Florida Division of Emergency Management for funding of up to thirteen thousand dollars ($13,000.00) through the 2014 Citizen Corp grant program and authorize the Chairman to sign all related documentation. The required match will be provided as 'in-kind' services.

BACKGROUND

Since 2005 Emergency Management established and has participated in the Citizen Corps program. The purpose of the grant is to continue the Citizen Corps program and support those volunteer groups already established within Santa Rosa County. The volunteer groups provide additional response capabilities throughout our county. The funds requested would cover the costs for training, supplies and equipment to maintain these groups.

COMPLETION

The Citizen Corps project will continue to be managed by DEM staff.

Department of Public Services

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www.santarosa.fl.gov
Office: (850) 981-7040 Fax: (850) 623-1208

Tony Gomillion, Director

MEMORANDUM

TO: Board of County Commissioners

FROM: Shawn Ward, Transportation Planner

THROUGH: Tony Gomillion, Public Services Director

SUBJECT: Renewal of Vehicle Lease Agreement with Pensacola Bay Transportation

DATE: June 16, 2014

RECOMMENDATION

That the Board approve renewal of the attached agreement to authorize the County to continue to lease four vehicles to Pensacola Bay Transportation for use in the door-to-door public disadvantaged transportation service.

BACKGROUND

Currently, the County leases four vehicles to Pensacola Bay Transportation for door-to-door public disadvantaged transportation service in the County.

The draft agreement is attached. There are no language changes between the draft agreement and the currently executed agreement except for the date of continuance.

The vehicle lease agreement term limit is established by staff and can be amended as needed. The lease agreement was previously renewed on a yearly basis. The vehicle lease agreement will be terminated if Pensacola Bay loses the Community Transportation Coordinator (CTC) contract.

The 5 year term limit for the Community Transportation Coordinator contract is established by the Florida Commission for the Transportation Disadvantaged. Complaints with the CTC service can be submitted to the Santa Rosa County Transportation Disadvantage Board, West Florida Regional Planning Council and the Florida Commission for the Transportation Disadvantaged.

EQUIPMENT LEASE AGREEMENT
SANTA ROSA COUNTY
AND
PENSACOLA BAY TRANSPORTATION

This Agreement, entered into this ____ day of _____, 2014 by and between Santa Rosa County, hereinafter called the "Lessor", and Pensacola Bay Transportation, hereinafter called the "Lessee", is effective on the date herein specified. This agreement replaces the agreement previously adopted on June 13, 2013.

WITNESSETH

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

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

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

1. LEASE TERM

The vehicle(s) and equipment further described in Exhibit A, attached hereto and made a part hereof, are leased to the Lessee on the specified effective date, which is the latest date on the signature page, through June 30, 2019, consistent with the terms of the Community Transportation Coordinator.

2. LESSEE COSTS

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

3. DELIVERY

The equipment at Exhibit A has been delivered to Pensacola Bay Transportation.

4. TITLE

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

5. MAINTENANCE

A. The Lessee shall provide and pay the cost of maintenance and repair service of the leased equipment in accordance with standard preventive and corrective maintenance procedures on the basis of instructions in accordance with Florida Law – Rule 14-90, as amended, and/or supplied by the manufacturer. Preventive maintenance practices consistent with proper equipment care shall be exercised, including special attention to corrosion control. The Lessee further agrees to maintain the equipment in presentable condition.

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

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

6. FEDERAL INTEREST IN EQUIPMENT

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

7. PROHIBITION ON CONFLICTS OF INTEREST

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

8. OWNERSHIP OF PARTS

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

9. INSURANCE

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

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

10. EMPLOYMENT

The County shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the County during the term of the contract, and any subcontractors performing work or providing services pursuant to the state contract are required to utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility

of all new employees hired by the subcontractor during the contract term. The Lessee is required to implement E-Verify to verify employment eligibility of all new employees hired during the term of this lease agreement.

11. OPERATIONS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

12. INDEMNIFICATION AND HOLD HARMLESS CLAUSE

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

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

13. DISCRIMINATION

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

14. REQUIRED REPORTS

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

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

C. Maintenance Reports

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

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

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

15. INVENTORY

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

16. AUDITS AND INSPECTIONS

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

17. SUBCONTRACTS

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

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

18. WARRANTS

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

19. TERMINATION

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

(1) The Lessee takes any action pertaining to this Agreement without approval of the Lessor which under the procedures of the Agreement would have required the approval of the Lessor.

(2) The Lessee defaults under any provisions of this Agreement.

(3) The Lessee uses the vehicle(s), equipment or parts in a manner not provided for under the provisions of this Agreement.

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

20. ACTION UPON EXPIRATION OR CANCELLATION

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

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

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

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

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

21. RENEWAL OF LEASE

This Lease shall be from the date of commencement, indicated in paragraph 1 of this Lease through June 30, 2019, consistent with the terms of the Community Transportation Coordinator.

22. COMPLETENESS OF AGREEMENT

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

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

SANTA ROSA COUNTY

_____
Jim Melvin, Chairman BOCC

BOCC approved June 26, 2014

ATTEST:

_____
Donald C. Spencer, Clerk of Court

_____
Date

PENSACOLA BAY TRANSPORTATION

_____
Signature

_____
Printed Name & Title

_____
Date

WITNESSES:

_____

Printed: _____

_____

Printed: _____

EXHIBIT A
LEASE AGREEMENT

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

Vehicle Description	VIN	DOT Control Number	County Control Number	County License Plate
2009 Ford E-250 Commuter Van	1FTNE24L69DA92602	80313	9009	TC4067
2010 Chevrolet Champion Small 22' Cutaway	1GBJG31K991173951	80316	9011	TC3728
2010 Chevrolet Champion Small 22' Cutaway	1GBJG31K791173348	80315	9010	TC3729
2013 Ford E-250 Commuter Van	1FTNE2EL0DDA63619	92359	9012	TD1913

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: 2014 Escambia HOME Consortium
Annual Action Plan Approval and Submission

DATE: June 16, 2014

RECOMMENDATION:

A. Approve the 2014 Escambia Consortium Annual Action Plan for Housing and Community Development detailing the use of 2014 HOME Investment Partnerships Act (HOME) funds for Santa Rosa County in the amount of $143,650.00. Funds will be used to provide assistance for low income families under a deferred payment loan or grant for down payment and closing cost assistance per HUD HOME regulations.
B. Authorize the Chairman to execute all 2014 Annual Plan forms, certifications and related documents, as required to submit the Annual Plan to the U.S. Department of Housing and Urban Development (HUD)

BACKGROUND:
As Santa Rosa County is not a HUD direct entitlement community, HOME funding has been obtained in cooperation with Escambia County, as the lead jurisdiction, through the Escambia Consortium for many years. With Congressional approval of the National Affordable Housing Act, local governments are required to prepare and submit, for HUD approval, a local housing specific planning document encompassing a five-year period, know as the Consolidated Plan for Housing and Community Development. The Escambia Consortium, comprised of Escambia County, the City of Pensacola, Santa Rosa County, and the City of Milton, prepared and approved the 2010-2014 Escambia Consortium Consolidated Plan. HUD approved the Plan in October 2011 enabling the local jurisdictions to continue to receive HUD funds under the HOME program.

As part of the HUD Consolidated Plan process, the Consortium must prepare an Annual Action Plan each Program Year. Completion of this process is a threshold requirement for receipt of funds through any of HUD's programs. The Escambia Consortium 2014 Annual Action Plan, as presented for Board approval, reflects compliance with current requirements as promulgated by HUD and as provided through directives from the HUD Community Planning and Development staff in Jacksonville. In addition to the $143,650 allocation, Santa Rosa County will also receive $17,150 of HOME Administrative Funds to assist with the implementation of the program.

Preparation of the recommended Plan has encompassed an approximate 6 month period during which numerous meetings, public hearings, and consultations have been held concerning the information and activities included in this document.

• Public Notice Regarding Preparation	*Pensacola News Journal*	*2/23/2014*
• Public Hearing for Input	Escambia County	3/18/2014
	Santa Rosa County	3/19/2014
• Plan Draft Made Available Advertised 30 DayComment Period	*Pensacola News Journal*	2/23/2014
• Public Hearing for Draft Plan	Escambia County	5/13/2014
	Santa Rosa County	5/14/2014

Copies of the draft Annual Action Plan were available in numberous accessible locations in Escambia and Santa Rosa Counties during the review period. This funding will encompass the HUD Program Year extending from October 1, 2014 through September 30, 2015. A detailed breakdown of the projects and activities to be financed with 2014 CDBG, HOME, and ESC resources is provided in attached Exhibit. (NOTE: The attached Exhibit summarizes the Plan; a complete copy of the entire Annual Action Plan is available for review in the County Administrator's Office).

The final step in the process is to obtain approval of the Annual Plan by all governing bodies within the Consortium. The Plan is due to HUD on or before August 15, 2014. HUD approval is anticipated in the late October 2014. Upon HUD approval, funds will be released to begin implementation of housing and community development activities as outlined in the Annual Action Plan.

Attachments:

- Fifth Program Year Action Plan (5 of 5)
- Public Notice Escambia Consortium Consolidated Plan Summary

Fifth Program Year Action Plan (2014)

Narrative Responses

GENERAL

Executive Summary 91.220(b)

The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

Program Year 5 (2014) Action Plan Executive Summary:

Member jurisdictions comprising the Escambia Consortium will continue their long-standing cooperative effort targeting the provision of housing, public services, and public facility improvements for lower income neighborhoods, families and individuals based on eligibility criteria for the various programs and projects cited in the Five Year and Annual Plans.

General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.

2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.211(a)(1)) during the next year and the rationale for assigning the priorities.

3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.

    3. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

Program Year 5 (2014) Action Plan General Questions - Response:

1-2. The Escambia Consortium strives to make all of its programs available to income eligible residents regardless of race, sex, religious background or disability. As a result, the majority of the housing activities and services delineated in this Action Plan are generally available on a jurisdiction-wide basis, limited only by governing Federal or State Regulations which stipulate target areas or eligibility criterion for specified programs or services.

Approximately 40% of the Escambia Consortium's Community Development activities are dedicated to eligible neighborhoods, such as County or City Community Redevelopment areas, County or City Enterprise Zones, the County's CDBG Target Areas as established in the Strategic Plan or declared areas of slum and blight. The remaining CDBG activities are dedicated to Direct and Limited Clientele Benefit activities. All HOME funded activities are Direct Benefit activities for low income clientele and ESG activities have a Limited Clientele Benefit as all clients are homeless.

3-4. Actions taking place to meet underserved needs are outlined in the "Other Narratives" portion of the Annual Plan. A brief summary of resources expected to be available to address needs identified in this Annual Plan are:

RESOURCES	Federal	State	Local	Other
CDBG (Entitlement)	HUD			
HOME (Formula)	HUD			
ESG (Formula)	HUD	State/Florida	Agency Matching	
SHIP Program		State/Florida		
CDBG-State	HUD via State			
HOME-State	HUD via State			
Housing Tax Credit	IRS			
Section 8 Rental Assistance	HUD			
Public Housing Funds	HUD			
Homeless Assistance Funds	HUD	State/Florida		Non-Profit
Mortgage Revenue Bonds (Single Family)		State/Florida	Escambia HFA	
Mortgage Revenue Bonds (Multi-Family)		State/Florida	Escambia HFA	
Tax Increment Financing			Escambia/ Pensacola	
Private Mortgage Lenders				Private
Private Affordable Housing Developers (for profit & non-profit)				Private & Non-profit

Local Option Sales Tax			Escambia/ Pensacola	
SHOP Program	HUD			Non-profit
Legislative Appropriations		State/Florida		
Surplus Property			Escambia/ Pensacola	
United Way (Escambia & Santa Rosa)				Non-Profit
Faith Based Organizations				Non-profit
Neighborhood Stabilization Program	HUD (Escambia County)	State/Florida (Santa Rosa County)		Non-profit

Managing the Process

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.

2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.

3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

Program Year 5 (2014) Action Plan Managing the Process - Response:

1. Service Delivery, Management and Coordination:
   Within the Escambia Consortium, comprised of Escambia County, the City of Pensacola, Santa Rosa County, and the City of Milton, Escambia County serves as the lead jurisdiction. The Five Year Strategic Plan provided in the current Consolidated Plan details the agencies and organizations with responsibility for management and administration of the Annual Action Plan in Escambia and Santa Rosa counties and each priority included therein. Numerous individuals and agencies work cooperatively to deliver housing activities within the Consortium, however for purposes of providing key management contacts, the following organizational references are provided:

   Escambia County/City of Pensacola:

   - Housing and Community Development Activities (County):
     Contact: Neighborhood Enterprise Division
     221 Palafox Place, Suite 200
     Pensacola, Florida 32502
     Phone: (850) 595-1642 E-Mail: wrwilker@myescambia.com

- Housing and Community Development Activities (City):
  Contact: City of Pensacola Housing
  P. O. Box 12910
  Pensacola, Florida 32521
  Phone: (850) 858-0350 E-Mail: mwhitaker@cityofpensacola.com

- Assisted Housing (County and City):
  Contact: City of Pensacola Housing
  P. O. Box 12910
  Pensacola, Florida 32521
  Phone: (850) 858-0350 E-Mail: mwhitaker@cityofpensacola.com

- Public Housing:
  Contact: Area Housing Commission
  P.O. Box 18370
  Pensacola, Florida 32523
  Phone: (850) 438-8561 Fax: (850) 438-1743

Santa Rosa County/Milton:

- Housing Activities:
  Contact: Community Planning, Zoning, and Development Division
  6051 Old Bagdad Hwy, Suite 201
  Milton, Florida 32583
  Phone: (850) 981-7089 Fax: (850) 981-7099

- Public and Assisted Housing:
  Contact: Milton Housing Authority
  1498 Byron Street
  Milton, Florida 32570
  Phone: (850) 623-8216

2. Consolidated Plan Development Process:
   Even with the vast knowledge of the local community by the above noted management personnel, preparation of the Annual Plan for the Consortium is a long-term, staff intensive effort that encompasses a minimum of 6 months of data collection, needs assessment, public/key agency input, drafting and updating plan documents, determining/revising/updating priorities, establishing and publishing proposed and final project lists, securing local governmental approvals from members of the Consortium and effective buy-in by the community and those neighborhoods targeted for assistance. The Annual Plan provides an analytical review of the myriad of agencies consistently involved with the local affordable housing and community development arena, and the compendium will not be restated here. The extensive discussion regarding the process can be found in the Annual Plan General Narrative.

3. Plans to enhance coordination:
   One of the most noted assets of the Escambia Consortium is the level of coordination and effective working relationship among the various governmental, non-profit, and private entities that collectively form the service delivery vehicle for the Consortium. Our primary emphasis will be to continue to strengthen and broaden this relationship, especially given the

increased need for stretching limited resources among public and private agencies.

Citizen Participation 91.220(b)

1. Provide a summary of the citizen participation process.

2. Provide a summary of citizen comments or views on the plan.

3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.

4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

Program Year 5 (2014) Action Plan Citizen Participation response:

The planning process significantly exceeds the threshold requirements for citizen participation as established by HUD for preparation of the Consolidated and Annual Plans. **Exhibit I** contains a summary of the citizen participation process, including citizen and agency comments, public hearing notices, and minutes from public meetings. Multiple formal, advertised public meetings were held in both counties, open planning meetings were widely attended by key agencies and organizations to assist program staff in establishing and updating community needs and priorities, and the plans were approved in public sessions conducted by each of the participating jurisdictions. Notices of the public hearings were published in the *Pensacola News Journal* on **February 23, 2014** and on **April 22, 2014**, as well as disseminated through email listservs and on the Escambia County, City of Pensacola and Santa Rosa County websites. Local Consortium staff participated extensively in all of the community outreach sessions, reviews of the draft and final plans, and with ongoing implementation of the priority projects within the two counties.

Institutional Structure

1. Describe actions that will take place during the next year to develop institutional structure.

Program Year 5 (2014) Action Plan Institutional Structure response:

The Consortium and its member jurisdictions will continue to work with all segments of the local agency based service delivery system to effectuate improvements in the structure, interrelationships and coordination among the various components of the local institutional structure as identified in the Five Year Consolidated Plan. The Consortium will, through its participating jurisdictions, actively support and encourage agencies at critical links in the structure to seek enhanced funding, secure greater volunteer support and work closely with related agencies to effect improved efficiencies.

Monitoring

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

Program Year 5 (2014) Action Plan Monitoring - Response:

Initial discussion of the oversight and monitoring issue requires some attention to the interrelationships which have been created to effectively manage and implement the various activities cited in the Consolidated Plan. Planning and implementation of joint HOME Program activities addressed in the Consolidated Plan will be carried out under the general oversight of Escambia County though specific day-to-day functions will be performed by direct or contract staff serving each member of the Consortium. The specific agencies who will be involved in program and fiscal monitoring activities during the Plan period are those delineated in the Service Delivery, Management and Coordination sections of each jurisdiction's Annual Action Plan. These agencies have and continue to routinely work cooperatively toward the accomplishment of common housing and community development objectives.

The CDBG Program activities will be independently managed by Escambia County and City of Pensacola's designated administering agencies as both jurisdictions are entitled to direct receipt of CDBG funds via formula. Santa Rosa County is not a direct CDBG recipient, and is eligible only through participation in the State of Florida's Small Cities Discretionary CDBG (Competitive) Program. During the term of this Plan, should Santa Rosa County receive a competitively awarded Small Cities CDBG, said grant will be administered and monitored in accordance with governing regulations of the State of Florida Department of Economic Opportunity.

Escambia County, as a direct recipient of Neighborhood Stabilization Program (NSP1 and NSP3) funding from HUD, administered the program on a day to day basis. Santa Rosa County, though not a direct NSP1 recipient, received an NSP1 award through the State of Florida Department of Community Affairs (now the Department of Economic Opportunity) and it was administered by its Housing Program staff. The Escambia County NSP1 and NSP3 grants are both 100% complete and pending closeout by HUD. The Santa Rosa County NSP1 grant is complete and closed with the State of Florida.

Emergency Solutions Grant (ESG) and related homeless program activities will be managed by the respective jurisdiction receiving the funding allocation. At present, only Escambia County receives a direct ESG formula allocation. Due to changes as directed by the HEARTH Act, greater coordination is required with the lead Continuum of Care agency, the EscaRosa Coalition on the Homeless, Inc. (ECOH). As necessitated by the HEARTH Act, Escambia County and the ECOH have jointly prioritized the use of the ESG funds, and will be responsible for the implementation together with the related reporting required. The ECOH serves both Escambia and Santa Rosa counties. To the extent possible, the local jurisdictions will maintain contacts with area non-profit and private housing providers with regard to HUD or other Federal financial assistance which may be made available to such agencies for affordable or special housing developments.

Monitoring the myriad of activities and programs encompassed in the Consolidated Plan will be accomplished through cooperative efforts of Escambia County's Neighborhood Enterprise Division; the City of Pensacola Housing Office; and Santa Rosa County Housing Program Office. Monitoring procedures will involve two approaches depending upon the method of service delivery, those being: (1) activities directly administered by the members of the Consortium, and (2) activities administered by subrecipients through contract with one or more of the member jurisdictions.

Directly administered activities will be monitored through extensive data collection, regulatory reviews and compliance measures designed to ensure that all statutory and regulatory requirements are being met with respect to the Consolidated Plan and the distinct programs addressed herein. The information will be crosschecked against client and applicant information to verify the accuracy and completeness of the data. For activities involving construction or renovation, on-site monitoring will be accomplished by qualified personnel to assure that the physical improvements are accomplished in accordance with governing standards, code, and requirements. The monitoring process will also include a review of the level to which the Consolidated Plan goals and objectives are being attained and/or the necessity to revisit problem areas. As well, by monitoring the implementation of the Plan, we will identify significant project level changes subject to revision in accordance with locally established "Substantial Plan Amendment" procedures. These are continuous monitoring procedures associated with the operation of the various programs and activities established in the Plan. The results of the monitoring review and assessment will be complied into a Consolidated Plan Annual Performance Report (CAPER) which combines the composite accomplishments of the CDBG, HOME, NSP and ESG Programs, as well as locally initiated activities which are directly in support of the objectives cited in the Consolidated Plan. Members of the Consortium will share the data compiled to produce the required reports to the extent that information contained therein is of useful value to the respective member(s).

Subrecipient administered activities will be monitored in accordance with the local Subrecipient Monitoring Plans as developed by each member jurisdiction for ongoing oversight of such agencies (Copies of Monitoring Plans utilized by Escambia County and the City of Pensacola can be made available upon request). Escambia County and the City of Pensacola currently have a combined total of two CDBG subrecipients (Council on Aging of West Florida, Inc. and Escambia-Pensacola Human Relations Commission); ESG subrecipients (EscaRosa Coalition on the Homeless, Loaves and Fishes Soup Kitchen, Inc., Catholic Charities, and periodically other not for profit homeless housing/service providers); and four HOME/CHDO agencies (Community Enterprise Investments, Inc., AMR at Pensacola, Inc., Circle, Inc. and Community Action Program Committee, Inc.), which are monitored by the responsible member jurisdictions. Santa Rosa County does not currently utilize subrecipients in the implementation of its housing activities. Subrecipients are monitored routinely by the responsible jurisdiction through monthly reports, staff contact, review of monthly financial/programmatic requests, and review of annual audits. In addition, at least every two years, but preferably on an annual basis, an extensive on-site monitoring of all subrecipients is undertaken; subrecipients are monitored for programmatic, financial and regulatory compliance with CDBG, HOME, ESG, or other regulations, to the extent that such regulations are applicable to each individual agency, the types of programs/services provided by the agency, and

the source of funding provided to the agency. HOME-assisted projects subject to HOME rent and occupancy restrictions are monitored in accordance with governing regulations. Any problem areas are identified and every effort is made to promptly resolve the issue through training and/or non-punitive measures. If such measures fail, the local government will effectuate the termination provisions within the subrecipient agreement and cease funding for the offending subrecipient.

As a result of updates to the Consortium's Analysis of Impediments to Fair Housing Choice, several recommendations were made to improve access to fair housing. Items that will be addressed this next year will be including more information regarding Fair Housing resources on the Escambia County website (as lead member of the Consortium), requesting the *Pensacola News Journal* to include the fair housing logo and information on its website, increased awareness of disability accommodations in trainings provided by the Pensacola Association of Realtors and the Escambia-Pensacola Human Relations Commission; and staff participation in fair housing training sessions based on availability and funding.

It should be clearly noted that many of the housing issues addressed in the Consolidated Plan may not be under the direct control of the local governments responsible for Consolidated Plan related monitoring, and in most instances, the funding associated with such activities or programs does not flow to or through the member jurisdictions. As well, agencies receiving Federal housing related assistance directly may not be required to obtain local government approval or review of their projects and activities, especially if the source of funding is from a non-HUD Federal agency or a State agency. The Consortium's member jurisdictions will assuredly have difficulty in monitoring the activities of such agencies with respect to the Consolidated Plan.

Lead-based Paint

1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

Program Year 5 (2014) Action Plan Lead-based Paint response:

Members of the Consortium recognize the necessity to identify lead-based paint hazards, to provide information concerning such hazards, and where applicable, to eliminate the lead-based hazard through proper abatement. Prior to providing assistance to applicants, the various housing programs operated by the jurisdictions include the dissemination of the Environmental Protection Agency (EPA) and the Department of Housing and Urban Development (HUD) pamphlet, "Protect Your Family From Lead in Your Home," and the EPA pamphlet, "The Lead-Safe Certified Guide to Renovate Right." These notices educate homeowners and homebuyers on the dangers of lead based paint.

Depending on the level of CDBG or HOME funding provided, properties constructed prior to 1978 which may receive CDBG or HOME rehabilitation assistance or NSP acquisition and/or rehabilitation assistance are evaluated,

inspected, and tested by a Risk Assessor certified by the EPA to conduct lead-based paint activities pursuant to CFR Part 745.226. For extensive rehabilitation work, properties which test positive for lead-based paint are properly abated during the unit rehabilitation process using a certified Lead Based Paint Abatement Contractor following the work specifications prescribed by the Risk Assessor. Occupants (in homeowner occupied properties) and their belongings are protected during the work process which is typically accomplished by the relocation of the homeowner during the abatement phase. The testing of blood/lead levels in children under the age of 6 who reside in the unit receiving rehabilitation assistance occurs as well. Following completion of the abatement, a clearance test is performed by the Risk Assessor prior to the applicant moving back into the home.

Additionally, to maintain compliance with EPA's new Renovation, Repair, and Painting Rule (RRP), all contractors performing renovation or repairs in homes, child care facilities, and/or schools built before 1978 must have training and certification in lead safe work practices and provide documentation of such to the respective local government agency. Even in cases where no lead is found in excess of HUD's Lead Safe Housing Rule, contractors are required to implement RRP "safe work practices" and document same with submittal of a "Renovation Recordkeeping Checklist" form.

The HOME homebuyer assistance programs for Escambia County, Santa Rosa County and the City of Pensacola prohibit the inclusion of homes built prior to 1978.

Public Housing Authorities within the Consortium actively pursue the abatement of lead-based paint in public housing and HUD assisted rental units.

HOUSING

Specific Housing Objectives

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.

2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 5 (2014) Action Plan Specific Objectives - Responses:

The specific Objectives and Outcomes measures as delineated in the March 7, 2006 Federal Register is outlined in the Project Worksheets portion that follows this narrative portion of the Annual Plan. The Worksheets specifically outline the Objectives and Outcome measurements of activities undertaken with the Escambia Consortium's Federal HUD funding, as well as the funding amounts.

A summary of specific annual housing objectives, including planned uses of Federal, State, local, and/or private sources for Escambia County, City of Pensacola and Santa Rosa County are contained on the following pages.

ESCAMBIA COUNTY, FLORIDA
2014 AFFORDABLE HOUSING ACTIVITIES

ACTIVITY NAME	OUTPUT	FUNDING SOURCE	CLIENT POPULATION	PARTNER AGENCIES
Moderate Rehabilitation of Homeowner Occupied Units	6 units	CDBG	0-80% AMI	
Substantial Rehabilitation /Reconstruction of Homeowner Occupied Units	3 units	HOME[1] SHIP	0-80% AMI	
Down Payment/Closing Cost Assistance for Homebuyers	14 units	HOME[1]	0-80% AMI	
Emergency Repair Assistance for Homeowner Occupied Units	10 units	SHIP	0-80% AMI	
Acquisition, Rehab, Conversion and/or New Construction of Affordable Rental Units	2 nits	HOME	0-80% AMI	CHDO's, other not for profits
Rental Assistance	See Summary of Rental Assistance Activities under City of Pensacola			

[1]The HOME Program requires a 25% local cash match. This matching requirement is being met through the allocation of SHIP funds.

CITY OF PENSACOLA, FLORIDA
2014 AFFORDABLE HOUSING ACTIVITIES

ACTIVITY NAME	OUTPUT	FUNDING SOURCE	CLIENT POPULATION	PARTNER AGENCIES
Moderate Rehabilitation of Homeowner Units	8 units	CDBG	0-80% AMI	
Substantial Rehabilitation/ Reconstruction of Homeowner Units	2 units	HOME[1] SHIP	0-80% AMI	
Rental Assistance	50 families	Section 8[2]	0-50% AMI	
	Targeted Emergency Cases	HOME TBRA	0-50% AMI	

[1]The HOME Program requires a 25% local cash match. This matching requirement is being met through the allocation of SHIP funds.
[2]The City of Pensacola will apply for additional Section 8 Rental Assistance Vouchers or VASH vouchers as the opportunity is made available by the U. S. Department of Housing and Urban Development (HUD), however, the actual funding decisions and award of such additional units rests solely with HUD.

JOINT ESCAMBIA/PENSACOLA
2014 AFFORDABLE HOUSING ACTIVITIES

In an effort to better coordinate service delivery and to maximize the effective utilization of limited financial resources, the City of Pensacola and Escambia County are continuing to jointly implement housing-related strategies/activities. Such activities are in addition to those cited in the individual action plans of the City and County. These project activities are generally available within the jurisdictional boundary of Escambia County without regard to corporate limits, and such activities are jointly staffed by City and County housing personnel. Goals and performance related thereto are also tracked on a jurisdiction-wide basis. Such strategies for the proposed Annual Action Plan period include:

ACTIVITY NAME	OUTPUT	FUNDING SOURCE	CLIENT POPULATION	PARTNER AGENCIES
Down Payment/Closing Cost Assistance for Homebuyers	15 units	SHIP	80-120% AMI	
Special Needs Housing Development	3 units	SHIP	30-50% AMI	Non-profit agencies serving special needs populations
Acquisition, Rehab, Conversion and/or New Construction of Affordable Rental Units	50 units (Goal)	LIHTC HOME SHIP	0-60% AMI	Area Housing Commission, LIHTC Developers or CHDOs

SANTA ROSA COUNTY, FLORIDA
2014 AFFORDABLE HOUSING ACTIVITIES

ACTIVITY NAME	OUTPUT	FUNDING SOURCE	CLIENT POPULATION	PARTNER AGENCIES
Emergency Repair of Homeowner Units	5 units	SHIP	0-50% AMI	
Substantial Rehabilitation /Reconstruction of Homeowner Units	1 unit	HOME	0-80% AMI	
Down Payment/Closing Cost Assistance for Homebuyers	13 units	HOME	50-80% AMI	

RESERVATION OF AUTHORITY TO APPROVE ADDITIONAL PRIORITIES OR STRATEGIES DURING ANNUAL PLAN YEAR

The ability of local governments to identify all of the potential housing related activities, projects or programs which could be developed during the term of this Plan is obviously limited and the activities denoted herein are those over which the local government has some fiscal or programmatic control or routine involvement. There are privately financed, State financed, non-profit agency financed and some

Federally financed housing activities over which there is no local government control in terms of the application cycles, funding/selection decisions, project scheduling/ implementation timing, reporting and record-keeping, etc. Therefore, the members of the Consortium reserve the right to consider additional project priorities and activities which may arise during the Plan period, without necessity for major amendment to this document, in cases where it can be demonstrated that the added priorities or activities are in accord with the overall priorities stipulated in the Five-Year Strategic Plan.

Needs of Public Housing 91.220(h)

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.

2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

Program Year 5 (2014) Action Plan Needs of Public Housing response:

(1) Public Housing Plans:
Escambia County and the City of Pensacola will continue to coordinate closely with the Area Housing Commission, while Santa Rosa County will coordinate with the Milton Housing Authority, concerning PHA managed and administered improvements to public housing. Both PHA's maintain quality public housing units and continually strive to upgrade facilities and services for their residents. Quality redevelopment of older public housing is a high priority, but the significant amounts of subsidy (funding) required for these large scale projects is increasingly difficult to secure. Other improvements are underway in both PHA's as financed with HUD Comprehensive Grant Program funds provided directly to each PHA. The Comprehensive Grant Program Plans for each PHA and the funding distribution related thereto are on file with the Public/Assisted Housing Division of the HUD Jacksonville Office. The Area Housing Commission, Milton Housing Authority and City of Pensacola Comprehensive Plans can be reviewed on-line at the HUD website: *www.hud.gov*. A summary of the public housing plans for the Area Housing Commission, Milton Housing Authority, and City of Pensacola can be found on line at: *www.hud.gov/offices/pih/pha/approved/*

Based upon information supplied by the Area Housing Commission and the Milton Housing Authority, very active resident councils are in place in the various housing complexes operated by each PHA. These councils provide continuing input and comment on the activities of the PHA and directly participate in development of recommendations for improvements to the facilities. Also, the PHA's work with local homebuyer programs to assist residents to secure homeownership where desired. Meetings are regularly scheduled to provide tenants the opportunity to receive timely information concerning homeownership programs which are available in Escambia and Santa Rosa Counties. Residents also have access to funds provided through the PHA for resident activities.

(2) Public Housing Agency Performance:
Neither the Area Housing Commission or the Milton Housing Authority are designated as troubled or poorly performing PHAs.

Barriers to Affordable Housing 91.220(j)

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

Program Year 5 (2014) Action Plan Barriers to Affordable Housing - Response:

As identified in the Local Housing Assistance Plans for the Escambia/Pensacola State Housing Initiatives Partnership (SHIP) Program and the Santa Rosa County SHIP Program, the member jurisdictions in the Consortium will continue efforts to identify and pursue the elimination of public policy barriers to affordable housing development and delivery to the extent that such actions are within the control of the jurisdictions as cited in detail in the Escambia Consortium Five Year Consolidated Plan. The City of Pensacola and Escambia County jointly created by Resolution an Affordable Housing Advisory Committee (AHAC) in June 2008 in order to review policies and procedures that inhibit the availability of affordable housing for the community and continue to utilize this group to review affordable housing issues at least tri-annually. Santa Rosa County also has an AHAC tasked with review of same policies and procedures for the benefit of Santa Rosa County residents. The AHACs periodically review and make recommendations to their respective local governments concerning monetary and non-monetary incentives concerning regulatory reform with respect to affordable housing thereby updating the Incentive Plans. The updated Incentive Plans have been approved by the Florida Housing Finance Corporation.

HOME/American Dream Down Payment Initiative (ADDI)

Program Year 5 (2014) Action Plan HOME/ADDI response:
NOTE: The Consortium does not anticipate receiving any ADDI funds during the program year. ***This initiative is no longer funded by HUD.***

HOMELESS

Specific Homeless Prevention Elements

1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.

2. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.

3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness. Again, please identify barriers to achieving this.

4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.

5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

Program Year 5 (2014) Action Plan Special Needs response:

ACTIVITY NAME	OUTPUT	FUNDING SOURCE	CLIENT POPULATION	PARTNER AGENCIES
Support Operational Costs, Services, and Facilities for the Homeless/Special Needs	130 clients	ESG DCF McKinney Act	0-50% AMI	Loaves & Fishes Soup Kitchen, Inc., Catholic Charities, other NFP
Support the Development Of New Emergency, Transitional & Permanent Housing for the Homeless/Special Needs	3 units	HOME SHIP	0-50% AMI	CHDOs or non-profit agencies serving homeless
Work cooperatively with ECOH to target limited Emergency Solutions Grant funds for Homelessness Prevention or Rapid Re-housing activities	6-8 clients	ESG	1-30% AMI	EscaRosa Coalition on the Homeless (ECOH)
Facilitate Development of the COC Plan & Related Project Prioritization Process		COC Super-NOFA	0-50% AMI	EscaRosa Coalition on the Homeless

NOTE: Any required in-kind or cash matching for these programs is provided by the participating agency on an annual basis.

For responses to items # 2 – 5, please review the complete *EscaRosa Continuum of Care (CoC) Plan* (**Exhibit II**) as prepared by the EscaRosa Coalition on the Homeless, Inc. The CoC addresses in detail the various issues cited in the above section (i.e., CoC planning goals/objectives, local plans for addressing chronic homelessness, homeless prevention activities, and the local discharge coordination policy).

COMMUNITY DEVELOPMENT

Community Development

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.

2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.
   *Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

Program Year 5 (2014) Action Plan Community Development - Response:

(1) The member jurisdiction's priority non-housing community development needs are reflected in the priorities established in the *Community Development Priority Needs Table* included in the Needs section of the Five Year Plan. Annual Goals are outlined in the Project Workbooks following this Narrative Section.

The Escambia Consortium's identified non-housing needs encompassing the five year Consolidated Plan period, are discussed below within each category required by Section 106 of the Housing and Community Development Act of 1974, as amended. The listing of needs have been extracted or obtained from a variety of local sources including Escambia County, City of Pensacola and Santa Rosa County Comprehensive Plans; neighborhood planning documents; various capital improvement plans/lists/prioritizations; known drainage and stormwater facility deficiencies; United Way of Escambia and Santa Rosa data; Enterprise Zone Plans; Community Redevelopment Plans; various public and private organization long range planning documents; budgetary information from each participating jurisdiction within the Consortium; economic development planning documents; and numerous community based reports. **IT MUST BE CLEARLY STATED THAT THIS DISCUSSION REFLECTS IDENTIFIED NEEDS PRIMARILY UNDER THE DOMAIN OF THE LOCAL JURISDICTIONS. IN MOST INSTANCES, THE NON-HOUSING COMMUNITY DEVELOPMENT RELATED INFORMATION DOES NOT INCORPORATE THE MYRIAD OF INITIATIVES AND ACTIVITIES UNDERTAKEN WITHIN THE JURISDICTIONS BY FEDERAL, STATE, PRIVATE AND/OR OTHER QUASI-GOVERNMENTAL BODIES.**

Public Infrastructure and Facility Needs:
Due to the age of many subdivisions within the Consortium and the fact that many were developed prior to the implementation of current standards for drainage, streets, sanitary disposal, and fire protection, there are significant deficiencies which have resulted in severe surface runoff and erosion problems, inadequate water flow, and, in extreme cases, flooding of streets and homes.

Though the low income areas qualify for CDBG support, there are many areas which are direly in need of improvement which do not meet the benefit standard. The needs which are generally organized in priority order by category are as follows:

Redevelopment of Neighborhoods Designated as Blighted or Declining (including local neighborhoods that are within areas targeted by the following initiatives: the CDBG Program, Brownfields, Community Redevelopment Plans/Programs, and Enterprise Zones):

1. Locally designated redevelopment areas, Brownfields, and Enterprise Zones contain neighborhoods that have been prioritized for the investment of CBDG, HOME, SHIP and other related funding. Projects in these areas will be varied and may range from housing improvements to public infrastructure activities which support redevelopment of the area. **Exhibit III** incorporates a series of maps that accurately depict the local Community Redevelopment Areas, CDBG target areas, Brownfields, and Enterprise Zones.

Public Facilities

1. Support development or expansion public/community facilities that provide CDBG eligible programs or services to lower income persons, CDBG eligible neighborhoods or limited clientele populations within the Consortium.

Neighborhood Facilities:

1. Construct new or rehabilitate existing facilities to provide senior, youth, and community resource centers in low and moderate income neighborhoods to maximize accessibility to residents in need of services to be delivered through such centers. Also, provide for neighborhood enhancements such as sidewalks, street lighting, community based activities targeting revitalization goals, volunteer activities, and small scale neighborhood improvement projects prioritized by residents.

2. Encourage the development of neighborhood-based resource, outreach and learning centers in community facilities and locations easily accessible to lower income persons and youth (including coordination with the HUD Choice Neighborhoods and similar initiatives).

Recreation Facilities:

1. To provide enhanced facilities for the general public, with CDBG emphasis upon service enhancements at neighborhood parks. Construct user oriented recreation facilities on available public property. Through joint participation with non-profit and other nongovernmental recreation service providers, expand the availability of recreation services.

Drainage/Flood Control:

1. Construction and/or reconstruction of drainage systems within older neighborhoods/subdivisions to control surface runoff and eliminate flooding.

2. Completion of Countywide Master Drainage/Stormwater Management Study(ies).

3. Target lower income areas and lower income properties that exhibit recurring flooding issues for mitigation.

Health Facilities:

1. Continue enhancement and development of public/community health facilities to improve access, capacity and coordination in the delivery of all public/community health services in the Consortium.

2. Continue to support location and operation of health facilities designed to meet the unique needs of lower income and rural areas within the Consortium.

Transportation:

1. Rehabilitate urban area deteriorating streets.

2. Pave existing dirt, roads or repaved secondary streets which serve populated neighborhoods and are necessary for access and egress.

3. Complete expansion of major urban area corridors to provide the ability to handle traffic demands and growth.

4. Construct facilities required to enhance public access to and utilization of mass transportation, including handicapped accessibility improvements.

Public Safety:

1. Construct facilities for judicial system and related support functions to meet space needs within the adult and juvenile court system. Includes court space, office space and adjacent parking facilities.

2. Construct additional jail and related corrections facilities required to avoid sanctions due to overcrowding within the existing facilities, including facilities for alternative sentencing or transitional settings.

3. Construct branch facilities within various areas of the Consortium for location of emergency services, law enforcement, civil defense, and related public safety functions.

Fire Protection and Water System Improvements:

1. Construct/install water main upgrades and fire hydrants in underserved areas of the Consortium.

2. Construct or renovate fire department facilities located throughout the Consortium as needed.

Sanitary Sewer System Expansion/Improvements:

1. Provide resources to encourage and support extension of sanitary sewer to urban and coastal areas that are currently utilizing septic tanks for waste disposal.

Economic Development Needs:
Escambia County's employment base continues to be largely service oriented, the result of which is a generally lower wage rates for employees. Efforts are underway to expand the economic base and to attract appropriate new businesses to the area, while providing support and assistance to existing businesses to maintain the employment base. Priority needs are as follows:

Commercial/Industrial Redevelopment:

1. Development and/or expansion of commercial/parks and related facilities to create jobs.

2. Industrial/commercial facility construction, development/construction loans, and loan incentives.

3. Redevelopment of existing vacant commercial or industrial structures or property for appropriate reuse, especially designated Brownfield sites and underutilized properties located in Community Redevelopment Areas.

4. Small Business Loan or Microloan Assistance and neighborhood level investment to generate jobs and expansion within the small community-based business sector. Such assistance shall be targeted to Community Redevelopment Areas located in the Consortium.

5. Job Training and development to aid the unemployed in obtaining employment or to attain new skills required to improve employability. Promote neighborhood based skills training and employment of persons living within declining neighborhoods as part of the reinvestment strategy.

Public/Social Service Needs:
Limited available federal, state and local funding for social services and the emerging impacts of welfare reform initiatives have vastly impacted the ability of local agencies to meet the growing needs of the residents. All areas of social services are generally underfunded and in need of resources, including: emergency assistance (utilities, rent, food, rent and utility deposits), drug and alcohol counseling and treatment, mental health counseling, subsidized day care, transportation, health care for the underprivileged, programs for the elderly, assistance and support for the handicapped and disabled, youth programs and activities, public health services and programs targeted to special needs.

Prioritization of Needs and Implementation Strategy for Non-Housing Needs:
To the extent that information is available, **Consolidated Plan - Community Development Needs Table** presents a community-based attempt to categorize and prioritize the various non-housing community development needs within the Consortium. The ability of participating local governments to finance the above listed needs is fiscally limited and largely dependent upon the availability of non-ad valorem revenues and/or the actions of others. Many projects included in this

PUBLIC NOTICE
ESCAMBIA CONSORTIUM CONSOLIDATED PLAN SUMMARY

The Escambia Consortium, comprised of Escambia County, the City of Pensacola, Santa Rosa County, and Milton, Florida, have drafted the 2014/2015 Annual Housing and Community Development Plan for the period October 1, 2014 - September 30, 2015. The draft Annual Plan denotes key agencies and individuals participating in the planning process and identifies the Consortium's 2014/2015 Annual Action Plan for the utilization of Community Development Block Grant (CDBG), HOME Investment Partnerships Act (HOME), Emergency Solutions Grant (ESG), Public Housing Grant Programs, and other HUD programs designed to address housing and community development needs. The major priorities include: rehabilitation of rental and homeowner occupied substandard housing units for families with incomes between 0-80% of the local median income; new construction, homebuyer assistance, and acquisition/rehabilitation activities in support of the provision of affordable housing for families with incomes primarily between 50-80% of median; expansion of below market rate and subsidized rental assistance for families with incomes between 0-50% of median through acquisition, rehabilitation and/or construction; support of activities leading to the development of housing for persons with special needs; supportive services addressing the special needs of the elderly, handicapped, and homeless or near homeless; redevelopment activities within designated areas of slum and blight; and targeted community development public facility and improvement priorities. Activities are generally available to assist eligible lower income persons in varying capacities and financial levels throughout the respective jurisdictions to the extent that such availability is not limited by Federal or State Regulations and/or financial resources. The draft 2014 Annual Action Plan is available for public review at the following Pensacola and Milton locations between the hours of 8:00 A.M. - 4:00 P.M., Monday through Friday.

City of Pensacola
Housing
420 West Chase Street
Pensacola, Florida
(Closed on Fridays)

Neighborhood Enterprise
Foundation, Inc. (NEFI)
3420 Barrancas Avenue
Pensacola, Florida

Pensacola Regional Library
Reference Desk/Second Floor
200 West Gregory Street
Pensacola, Florida

County Administrator's Office
Escambia County Courthouse
Fourth Floor
221 Palafox Place
Pensacola, Florida

Housing Programs Office
Santa Rosa County Public Services Complex
6051 Old Bagdad Highway
Milton, Florida

ESCAMBIA CONSORTIUM, FLORIDA
ANNUAL ACTION PLAN SUMMARY
(October 1, 2014 - September 30, 2015)

This section of the Plan incorporates the Consortium's application to the U.S. Department of Housing and Urban Development for Program Year 2014 Community Development Block Grant (CDBG), HOME Investment Partnerships Act (HOME) and Emergency Solutions Grant (ESG) funding in the total amount of **$3,494,455** which is detailed as follows.

ESCAMBIA COUNTY

2014/2015 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
PROPOSED BUDGET AND ACTIVITIES DESCRIPTION

HOUSING REHABILITATION: **FUNDING:**

Housing Rehabilitation Program (General) **$262,311***

Provide assistance for low/moderate income families through Deferred Payment Grants/Deferred Payment Loans/Low Interest Loans, or a combination thereof, for the rehabilitation of 6 substandard homeowner occupied units, optional sanitary sewer connection assistance for lower income owners in targeted areas and related program operating costs. Funds may also be used to provide energy improvements, weatherization and storm protection/mitigation improvements, such as insulation, hurricane shutters/film, rated windows, lead based paint assessment and abatement, and other applicable improvements. (Unincorporated Escambia County)

*All program income from housing rehabilitation loans will be used to rehabilitate substandard homeowner occupied units for low and moderate income families located within unincorporated Escambia County (estimated program income is $15,000). (Unincorporated Escambia County)

PROGRAM PLANNING, ADMINISTRATION AND FAIR HOUSING:

General Grant Administration/Management **$288,328**

Provides for oversight, management, coordination and monitoring of financial and programmatic administration of the CDBG Program and indirect costs.

Escambia County Community Redevelopment Agency **$17,000**

Provides support for planning and administrative staffing and operation of the Community Redevelopment Agency which targets designated areas of slum and blight within the County, as well as the County's Enterprise Zone.

Fair Housing **$ 18,500**

Support ongoing Community Development Block Grant Fair Housing initiatives in the community.

ESCAMBIA BROWNFIELDS REDEVELOPMENT:

Brownfields Community Redevelopment Project **$275,000**

Funds allocated for this activity will be used to identify and assess actual or perceived environmental contamination issues, and partially support remediation/redevelopment costs associated with vacant or abandoned commercial properties that have been designated as Brownfield sites and are located within the County's Community Redevelopment Areas (Palafox Corridor, Warrington, Brownsville, Barrancas, Englewood, Cantonment & Ensley), the City of Pensacola's Community Redevelopment Areas; the County or City's designated Enterprise Zones; and/or designated Brownfield sites within the County or City. Funds may be used to pay for site evaluations/assessments (including but not limited to: title searches, property surveys, access/utilization agreements, quality assurance project reviews, Phase I & II environmental assessments and Brownfield site assessments), site remediation/clean-up costs and/or public infrastructure related development expenses. Activities will be closely coordinated with other local, Federal or State Brownfield Programs. (Limited to areas of slum and blight as designated by Escambia County or the State of Florida in accordance with Florida law, including designated Brownfield sites).

PUBLIC SERVICES:

Council on Aging of West Florida, Inc. **$47,000**

Funds support the Council on Aging's Rural Elderly Outreach Program which provides supportive services, including transportation, for approximately 450 rural elderly citizens in Cantonment, Century, Davisville and McDavid in Escambia County, Florida. (132 Mintz Lane, Cantonment)

Foreclosure Prevention Education and Counseling **$15,500**

Foreclosure prevention guidance, education and assistance in an effort to assist Escambia County residents avoid foreclosure and retain ownership of their homes. Individual counseling opportunities are provided to provide opportunities to review the individual's current situation and discuss options for assistance. (County Wide, including Pensacola and Century)

DEMOLITION/CLEARANCE

Demolition/Clearance of Unsafe Structures or Properties **$10,000**

Funds will be used to assist with the elimination of dilapidated, structurally unsound buildings and/or abandoned lots/properties in designated areas of slum and blight, specifically the Warrington, Brownsville, Englewood, Barrancas, Palafox Corridor, Cantonment, Ensley Community Redevelopment Areas and Century.

PUBLIC FACILITIES AND IMPROVEMENTS:

Fire Hydrants/Water Main Upgrade **$95,000**

Provides for installation of fire hydrants and adequately sized water supply mains in CDBG Target Area lower income neighborhoods in unincorporated Escambia County (as prioritized locally in conjunction with the utility provider). Should funds remain after completion of these improvements, additional related improvements will be made in other local CDBG eligible areas.

County Facility Handicapped Accessibility Improvement Project **$45,000**

Completion of Americans with Disabilities Act (ADA) required handicapped accessibility planning, design and improvements to Escambia County public buildings and facilities. (Countywide)

CRA/Neighborhood Restoration Program **$175,000**

Funds provide staffing and support for targeted community redevelopment, reinvestment, and neighborhood-based initiatives implemented specifically within designated areas of slum and blight in Escambia County, specifically the Warrington, Brownsville, Englewood, Barrancas, Cantonment, Ensley and Palafox Corridor Community Redevelopment Areas, as well as County's Enterprise Zone (Low and Moderate Income Neighborhoods)

Community Redevelopment Facade Improvement Program **$50,000**

Prior year funds will continue to support matching grants not to exceed $25,000 per commercial business for exterior/facade, streetscape and related improvements along the commercial corridors located in the designated Community Redevelopment Areas (including Warrington, Barrancas, Brownsville, Englewood and the Palafox Corridor), and the County's Enterprise Zone, the boundaries of which are legally defined in the governing CRA and Enterprise Zone designation ordinances and resolutions.

CRA Neighborhood Improvement Project Enhancements **$149,751**

Funds to provide enhancements in conjunction with other community redevelopment and housing projects located within eligible CDBG low and moderate income Community Redevelopment Areas (CRA) to include street rehabilitation/reconstruction; new or upgraded street lighting; sidewalk construction/ reconstruction; sanitary sewer and/or stormwater drainage improvements; and related infrastructure improvements, including those in support of housing development. Priority will be given to projects identified in the Redevelopment Plans for the County designated Community Redevelopment Areas: Warrington, Brownsville, Englewood, Palafox Corridor, Cantonment, Ensley and Barrancas. Funds may also be utilized to support costs for improvements/enhancements to County owned Senior Citizen Center facilities serving neighborhoods in unincorporated Escambia County. Funds, if any, remaining after completion of CRA priorities may be expended in other CDBG eligible neighborhoods.

Public Facility: Community Health Clinic Redevelopment Project **$200,000**

Funds will partially support site development and construction of a new community-based health clinic on County–owned Brownfield property located on Pace Boulevard (Census Tract 4) to improve the delivery of heath care services to lower income residents of the surrounding area. In addition to the 2013 funds identified above, up to $400,000 in prior year CDBG funds will be expended in support of this project.

Redevelopment Area Neighborhood Renewal Incentive/Initiative **$ 5,000**

Until exhausted, prior year funds will be provided for small scale community based, volunteer projects targeting improvements to public right-of-way, neighborhood beautification and enhancement activities carried out in locally designated areas of slum and blight, specifically the Warrington, Brownsville, Englewood, Barrancas, Palafox Corridor, Cantonment, and Ensley Community Redevelopment Areas.

TOTAL 2014 ESCAMBIA COUNTY CDBG FUNDS PROJECTED **$1,653,390**

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CITY OF PENSACOLA

FY2014-2015 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROPOSED BUDGET AND ACTIVITIES DESCRIPTION

FUNDING

HOUSING REHABILITATION:

Housing Rehabilitation Loan/Grant Programs **$432,754***

Funds to repair and/or rehabilitate owner-occupied houses (Housing Rehabilitation Program); to provide for structural modifications and the removal of architectural barriers to accommodate the needs of persons with disabilities (Residential Handicap Accessibility Program); to provide for the federally mandated evaluation and control of lead based paint hazards for projects with a house constructed prior to 1978 (LBP Hazard Reduction Activity); and to provide for administrative costs of these programs and other related housing rehabilitation/repair activities. Funding will provide for the rehabilitation/repair of 8-10 owner occupied housing units. These programs are available to low and moderate income persons occupying their homestead residence within the corporate limits of the City of Pensacola. (City Wide)

*All program income from housing rehabilitation loans will be used to rehabilitate and/or repair homeowner occupied units for low and moderate income families located within the corporate limits of the City of Pensacola. (estimated program income is $110,000).

Temporary Relocation **$ 15,000**

Funds will provide temporary relocation for families whose dwelling units are being rehabilitated via the City's Housing Rehabilitation Programs, which includes the HOME Reconstruction Program. This is a requirement under the Uniform Act. (City-wide)

CODE ENFORCEMENT:

Code Enforcement **$35,000**

Funds to provide code enforcement within the CDBG target area where such enforcement, together with public or private improvements, rehabilitation, or services to be provided, may be expected to arrest the decline of the area. Code enforcement will be conducted within targeted low and moderate income areas within the CDBG Target Area. (CDBG Target Area)

PUBLIC SERVICES:

Council on Aging of West Florida, Inc. (COA) **$70,000**

Funds will provide approximately 15,800 meals through the Congregate Meals and Meals on Wheels Programs to low and moderate income elderly, disabled, and/or handicapped residents residing within the City limits which otherwise would not be available. The Meals on Wheels program delivers nutritionally balanced meals to homebound, functionally impaired adults. The Congregate Meals Program provides nutritional meals to eligible adult recipients at five congregate meal sites located within the City and also an element of socialization and recreation. These funds provide direct services. CDBG funds received from the City are utilized by COA as 1:10 leverage for other critical federal and state funding for which COA would most likely be unable to apply. The City has funded COA for over two decades. (City-wide)

Homebuyer and Foreclosure Prevention Education and Counseling **$35,688**

Pre-purchase homeownership counseling, education, guidance and support for lower income (below 80% of median income) City residents with a goal of owning their own home (Homebuyer's Club); foreclosure prevention guidance, education and assistance in an effort to assist Pensacola residents avoid foreclosure and retain ownership of their homes. Individual counseling opportunities are provided under both programs to provide opportunities to review the individual's current situation and discuss options for assistance. (City Wide)

FY2014-2015 PROGRAM PLANNING AND ADMINISTRATION:

General Grant Administration/Management **$140,918**

Funds to administer the City's CDBG Program which includes personnel services and operating expenses.

TOTAL FY2014-2015 CDBG PROPOSED BUDGET		**$ 704,589**
		======
Projected FY2014-2015 CDBG Grant Allocation	**$ 704,589**	
Carryover from Completed Projects	**$ 24,771**	
TOTAL CITY CDBG FUNDS PROJECTED TO BE AVAILABLE		**$ 729,360**
		======

ESCAMBIA CONSORTIUM

2014-2015 HOME INVESTMENT PARTNERSHIPS ACT (HOME)
PROPOSED BUDGET AND ACTIVITIES DESCRIPTION
FOR MEMBER JURISDICTIONS

RECOMMENDED PROGRAM ACTIVITIES **FUNDING**

ESCAMBIA COUNTY:

SUBSTANTIAL HOUSING REHABILITATION/RECONSTRUCTION **$241,867**

Provide assistance for low/moderate income families through Deferred Payment Grants/Deferred Payment Loans/Low Interest Loans, or a combination thereof, for the substantial rehabilitation or reconstruction of approximately 3-4 severely substandard homeowner occupied housing units. (Escambia County)

HOMEBUYER ASSISTANCE **$150,000**

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

CITY OF PENSACOLA:

SUBSTANTIAL HOUSING REHABILITATION/RECONSTRUCTION **$195,993**

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

SANTA ROSA COUNTY:

HOMEBUYER ASSISTANCE **$143,650**

Provide down payment/closing cost or second mortgage (gap financing) assistance, through Deferred Payment Grants, Deferred Payment Loans, Low Interest Loans, or a combination thereof, to enable low/moderate income homebuyers to purchase an affordable home. It is estimated that this funding will assist 12-14 families. (Santa Rosa County)

JOINT HOME ACTIVITIES (CONSORTIUM-WIDE):

HOUSING DEVELOPMENT (CHDO SET-ASIDE) **$146,302**

Provide low interest and/or deferred loan assistance to partially support the costs for development of approximately 2 affordable single family (owner), special needs or homeless housing units through activities of designated non-profit Community Housing Development Organizations (CHDO's) in the Escambia Consortium.

ADMINISTRATION/MANAGEMENT (JOINT) **$97,534**

Provides for oversight, management, monitoring and coordination of financial and general administration of the HOME Program in all participating jurisdictions.

2014 HOME Funds Available to the Consortium (Estimated) $ 975,346
(Local match provided through limited SHIP funds and carry forward match balance)

TOTAL 2014 HOME FUNDS PROJECTED **$ 975,346**

2014-2015 EMERGENCY SOLUTIONS GRANT (ESG)
PROPOSED BUDGET AND ACTIVITIES DESCRIPTION

Activity HESG 14 - Emergency Shelter/Operations **$ 87,689**

Provides funding to partially support operational costs of the Loaves and Fishes Soup Kitchen, Inc. Homeless Center and Emergency Shelter for families. (257 East Lee Street, Pensacola, Florida)

Activity HESG 14 - Rapid Re-Housing & Homeless Prevention **$ 38,444**

Provides funding, based on Continuum of Care priorities, for: (1) Rapid Re-housing for individuals/families with incomes below 30% of median; and (2) homelessness prevention for individuals/ families with incomes below 30% of median.

Administration **$ 10,226**

Administrative Cost (7.5%): $3,408 to EscaRosa Coalition on the Homeless Project Management and/or HMIS and $6,818 to Escambia County Indirect Cost.

TOTAL 2014 ESG FUNDS PROJECTED **$136,359**

TWO PUBLIC HEARINGS are being sponsored by the Consortium to afford citizens the opportunity to review, comment and/or provide input regarding the content of this Notice, update the status of the Consortium's Five Year Consolidated Plan, and/or the draft 2014/2015 Annual Plan. **The hearings will be held at 2:00 P.M. (CST) on Tuesday, May 6, 2014, at the Pensacola Housing Office, Conference Room, 420 West Chase Street, Pensacola, Florida; and at 9:00 A.M. (CST) on Wednesday, May 14, 2014 at Santa Rosa County Public Services Complex, Public Services Media Room, 6051 Old Bagdad Highway, Milton, Florida.** All interested citizens are urged to attend and participate. The hearings will also incorporate information about the Analysis of Impediments to Fair Housing.

The Escambia Consortium adheres to the Americans with Disabilities Act and will make reasonable modifications for access to services, programs and other activities. Please call 858-0350 (City) or 458-0466 (Escambia County) [or Telecommunications Device for the Deaf (TDD) numbers 595-0102 (City) or 458-0464 (Escambia County)] for further information. Requests must be made at least 48 hours in advance of the event in order to allow time to provide the requested services.

In addition to the public hearing, citizen recommendations or other input regarding the content of the Consortium's draft Annual Plan will be accepted during an extended comment period beginning with the publication of this notice and extending through **MAY 26, 2014**. Comments may be submitted to: Escambia Consortium, P.O. Box 18178, Pensacola, Florida 32523. For further information, contact Randy Wilkerson at 458-0466 (Escambia County), Marcie Whitaker at 858-0319 (City of Pensacola), or Erin Malbeck at 981-7076 (Santa Rosa County).

Lumon J. May
Chairman, Escambia County
Board of County Commissioners

Ashton J. Hayward, III
Mayor
City of Pensacola

Jim Melvin, 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

FROM: Erin Malbeck, Housing Program Coordinator

THROUGH: Tony Gomillion, Public Services Director

SUBJECT: State Housing Initiatives Partnership (SHIP)
Emergency Repair Project
5439 Tom Sawyer Road, Milton, FL 32583

DATE: June 17, 2014

RECOMMENDATION:

Is to award the bid to the lowest bidder, Mike Motes Builders, LLC., along with the approval for the use of funds over the maximum award per unit as described in the Local Housing Assistance Plan for this project

BACKGROUND:

On June 10, 2014, housing staff sent RFP's to five contractors for the replacement of the existing roof and interior ceiling repair due to roof leakage. Maximum award amount per unit for Emergency Repair projects is $10,000.00. Housing staff received one return bid in the amount of $13,500.00.

Department of Public Service
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 Erin R Malbeck

THROUGH: Tony Gomillion, Public Services Director

SUBJECT: State Housing Initiatives Partnership (SHIP)
Short Sale Request
6942 Cedar Ridge Circle, Milton, FL 32570
27-2N-28-0550-00B00-0160

DATE: July 17, 2014

RECOMMENDATION:

Board approval to accept $1,000.00 for payment of an outstanding SHIP loan in connection with a short sale in order to prevent foreclosure. This approval covers the sale of the property under comparable conditions and terms

BACKGROUND:

The property was purchased in 2007 for $125,000.00
$7,500 of SHIP funding was provided to assist with closing costs
The first mortgage loan was in the amount of $123,000. If the short sale is approved, the first mortgage lender would receive approximately $75,080.33.

Since the purchase of this home, the homeowner has been struggling to make regular payments on all debt owed. His cost of living has increased substantially, however his pay has stayed the same, which has cause him to accrue major credit card debt. The borrower feels his only option is to pursue a short sale instead of foreclosure.

An offer to purchase dated 6/4/2012 is pending in the amount of $83,000.00

citi

June 6, 2014

BRIAN R LEWIS
6942 CEDAR RIDGE CIR
MILTON, FL 32570-3652

Re: Loan No.: **770736723**
Property Address: 6942 CEDAR RIDGE CIR
MILTON, FL 32570

Dear Mortgagor(s),

Thank you for contacting us about your mortgage. Based on a careful review of the information you provided and that you have declined all home retention options, such as a loan modification, and stated your intent to transition out of your home, you are conditionally approved for a short sale.

CitiMortgage, Inc. has agreed to accept a short payoff on the above captioned loan between BRIAN R LEWIS, and RSB PROPERTIES,LLC (collectively, the "Client") with the following conditions:

The closing must take place on or before July 6, 2014. You must obtain approval from CitiMortgage, Inc. for any extension beyond July 6, 2014.

YOU ARE REQUIRED TO RECEIVE FINAL HUD APPROVAL FROM CITIMORTGAGE PRIOR TO CLOSING.

FUNDS GOING TO THE SELLERS OR BUYERS ARE NOT ALLOWED.

CitiMortgage, Inc. and Client acknowledge that Client is a possible Servicemember with rights and protections under the Service members Civil Relief Act of 2003 (50 USC App. Sec. 501-596) (SCRA), as amended.

1. The sales price will be $ 83,000.00. CitiMortgage, Inc. will receive sale proceeds, after expenses associated with the sale (including, but not limited to, real estate brokerage commission, the cost of title policy, etc.), equal to, or exceeding $ 75,044.84. The proceeds must either be sent via wire or overnight mail service to the address indicated at the end of this letter. CitiMortgage, Inc. must receive any additional proceeds that exceed the above mentioned amount.

2. The closing costs paid by the Client may not exceed $7955.16.

Breakdown of these approved closing costs are as follows:
A. Realtors Commission not to exceed $4980.00
B. Lien discharge to 2nd Lien $1000.00
C. Closing Fee $350.00
D. Attorney Fees $n/a
E. Title Insurance $477.25
F. Tax Stamps $581.00

G. Relocation Payment to Seller $n/a
H. Seller Concession $n/a
I. Taxes $468.41
J. HOA $n/a
K. Additional Expenses $98.50

No additional items and/or charges have been or will be approved, and could result in the short sale being denied and funds not accepted.

3. CitiMortgage, Inc. will not allow any additional fees to be reduced from the net proceeds, including but not limited to the following: home warranty, reconveyance fees, demand statement fees, buyer's closing assistance/costs or junior lien holders.

4. The Client agrees to make a cash contribution in the amount of $0.00.

5. The Client agrees to pay a deficiency **balance in the amount of $0.00.** (See Addendum)

6. Client agrees to waive their rights to any impound balance or refunds resulting from expenses pre-paid by CitiMortgage, Inc. In addition, Client agrees to waive their rights to and any interest in insurance proceeds in connection with the property and/or loan.

7. An Affidavit of Arm's Length Transaction must be executed before or at the time of closing of the short sale by all seller(s), buyer(s), real estate brokers representing any of the parties, the escrow/closing agent performing the closing of the sale, and the transaction facilitator facilitating the sale (if any) certifying under penalty of perjury that the short sale transaction is between parties who are independent of one another, and unrelated and unaffiliated by family, marriage or commercial enterprise, other than the purchase and sale of the Mortgaged Premises that is the specific subject of the short sale.

8. Report that no transfers of the property can occur within the first 30 days of closing. Sales occurring between 31 and 90 days from the short sale date can have no resale of the property completed for a value that is greater than 120% or more of the short sale price.

9. Sell the property in "AS IS" condition.

10. The closing of this transaction may not be held until CitiMortgage, Inc. is in receipt of the following:

    A. A draft of the final closing statement (HUD-1) must be received and approved by CitiMortgage, Inc. no later than 48 hours prior to closing.

    B. An original certified final closing statement (HUD-1) signed by all parties must accompany the proceeds check/wire and be received in our office within 24 hours after the close of escrow.

    C. A ratified sales contract signed by all parties, including all addenda, at least 72 hours prior to closing.

    D. A certified Power of Attorney, if any other party is authorized to sign on the seller's or the buyer's behalf.

    E. Provide the name, address and phone number of the escrow company/closing attorney handling transaction within seven days of the date of this letter or within 72 hours of the scheduled closing date, whichever date is earlier.

    F. Certified true escrow instructions 48 hours prior to closing.

    G. A signed and notarized Affidavit of Arms Length Transaction by all required parties listed

above.

H. **The deed conveying the property to the purchaser, in compliance with applicable state law, shall include the following provision: "Grantee herein is prohibited from conveying captioned property for any sales price for a period of 30 days from the date of this deed. After this thirty day period, Grantee is further prohibited from conveying the property for a sales price greater than $99,600.00 until 90 days from the date of this deed. These restrictions shall run with the land and are not personal to the Grantee".**

CitiMortgage, Inc. will report this loan as paid off for less than the amount owed to credit repositories. CitiMortgage, Inc. makes no representation or warranty as to the accuracy of the credit agency reporting. Successful short sales do not alter previously reported payment history nor impact any negative consequences thereof.

ANY CHANGES TO THE ABOVE STATED TERMS MUST BE APPROVED BY CitiMortgage, Inc.

On the day of closing, a copy of the check or wire confirmation, a HUD-1 Settlement Statement with both buyer side and seller side, and the deed conveying the property to the purchaser, in compliance with applicable state law, which includes the following provision: "Grantee herein is prohibited from conveying captioned property for any sales price for a period of 30 days from the date of this deed. After this thirty day period, Grantee is further prohibited from conveying the property for a sales price greater than $99,600.00 until 90 days from the date of this deed. These restrictions shall run with the land and are not personal to the Grantee" must be sent to mecco.dean@citi.com.

Funds will be returned if the HUD-1, signed deed with resale restriction language, ALA and subordinate lien approval letter (if applicable) are not received by the Negotiator on the day of closing.

If the above mentioned conditions are not satisfied, this offer will be considered null and void, and nothing herein or in previous or subsequent discussions or communications between the mortgagor(s), the mortgagor's counsel, or CitiMortgage, Inc. shall be deemed to be a waiver, estoppel, or forbearance by CitiMortgage, Inc. of its rights under the Loan Documents or applicable law unless agreed upon in writing by both parties.

Funds may be wired to CitiMortgage, Inc. per the following instructions:

Citibank North America
ABA 031100209 Account 38775012
Attn: Short Sales Booking Unit
Ref: 770736723

The NET PROCEEDS CHECK and the FINAL HUD-1 SETTLEMENT STATEMENT and signed deed with resale restriction language can also be forwarded via overnight mail to:

CitiMortgage, Inc. 1000 Technology Drive
O'Fallon, MO. 63368-2240
Attention: Mecco Dean
Short Sale, M.S. 565A

If you have any questions regarding this approval, please feel free to contact me, **Mecco Dean**, Monday - Friday 8:00 a.m. - 5:00 p.m. CT or e-mail me at: mecco.dean@citi.com†.

You may seek assistance at no charge from HUD-approved housing counselors and may request

assistance in understanding this letter by asking for MHA HELP at the HOPE Hotline Number 888-995-HOPE.

If you would like more information about hardship assistance alternatives or if you are concerned with how we have handled your account, please call the Homeowner Support Team at (855)843-2549*, Monday - Thursday 7:00 a.m. - 8:00 p.m. CT, Friday 7:00 a.m. - 5:30 p.m. CT, and Saturday 7:00 a.m. - 4:00 p.m. CT**. You may also contact us via mail at: CitiMortgage, Inc., Homeownership Support Team, 1000 Technology Drive, MS 420, O'Fallon, MO 63368.

In accordance with federal law, CitiMortgage has designated the following address where you can send a written request for information, a written notice of error, or a qualified written request:

Citimortgage, Inc
Attn. Customer Research Team
P.O. Box 10002
Hagerstown, MD 21747-0002

Sincerely,

Mecco Dean
888-269-3952 ext 2617170
mecco.dean@citi.com
CitiMortgage, Inc.

NOTICES

TTY Services available: Dial 711 from the United States; Dial 1-866-280-2050 from Puerto Rico.

*CALLS ARE RANDOMLY MONITORED AND RECORDED TO ENSURE QUALITY SERVICE.

**Hours of operation provided reflect general hours for CitiMortgage.

†If responding through e-mail, please do not include confidential information. E-Mail communication is randomly monitored to ensure quality service.

If an attorney represents you, please refer this letter to your attorney and provide us with the attorney's name, address and telephone number.

The purpose of this communication is an attempt to collect a debt and any information obtained will be used for that purpose. To the extent your obligation has been discharged or is subject to an automatic stay of a bankruptcy order under Title 11 of the United States Code, this notice is for compliance and informational purposes only and does not constitute a demand for payment or an attempt to collect any such obligation.

The Federal Equal Credit Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status, age (provided the applicant has the capacity to enter into a binding contract); because all or part of the applicant's income derives from any public assistance program; or because the applicant has in good faith exercised any right under the Consumer Credit Protection Act. The federal agency that administers compliance with this law concerning this creditor is the Office of the Comptroller of the Currency, Customer Assistance Group, 1301 McKinney Avenue - Suite 3450, Houston TX 77010.

CitiMortgage, Inc. reserves the right to rescind and revoke this short sale authorization and acceptance at any time prior to the acceptance and receipt of wired funds and review and receipt

of the final HUD 1 settlement statement.

Whenever $600.00 or more in principal amount of a debt is forgiven as a result of settling a debt for less than the balance owing, we may be required to report the amount of the debt forgiven to the Internal Revenue Service on a 1099C form, a copy of which will be mailed to you. If you have any questions, please consult your tax advisor.

Upon receipt of the sale proceeds and each of the conditions outlined herein being met; CitiMortgage, Inc. will release its mortgage on the property and will not pursue the customer for the remainder of the debt. We will follow standard industry practice and report to the major credit reporting agencies that the loan was paid off for less than the amount owed, which could negatively impact your credit score and, therefore, your ability to obtain credit on the most favorable terms. We have no control over, or responsibility for the impact of this report, on your credit score. To learn more about the potential impact of a short sale on your credit, you may want to visit:
http://www.ftc.gov/bcp/edu/pubs/consumer/credit/cre24.shtm

June 12, 2014

Brian R. Lewis
6942 Cedar Ridge Circle
Milton, FL 32570

To The Santa Rosa County Commissioners

My first mortgage Company has approved a short sale & they allowed $1000 toward the second –ship mortgage. I am very sorry to ask but will you please accept the $1000 toward my $7500 balance that the first mortgage allowed. I would greatly appreciate it if you would also forgive the balance. It breaks my heart that I am having to give up my home. I would rather do a short sale than a foreclosure.

Below are my circumstances that I have been experiencing.
Between credit card debt, auto loan payments, utilities, and insurance payments, I'm finding it increasingly difficult to make my mortgage payments. Although I am not currently behind on my payments, it is very imminent.

I have worked as a correctional officer at my local Sheriff's Office for the last 7 years. When I was hired, I was promised a yearly 5% step raise in addition to a cost of living allowance. Unfortunately, due to the economy and budget issues this was not a promise my employer was able to keep. I am currently living paycheck to paycheck, and unable to place any money into savings for a rainy day, emergency situation, or retirement.

Over the last several years, I have accrued over $10,000 in credit card debt alone. With increasing interest rates and minimum payments, it's becoming impossible to satisfy. I have also had increasingly high electric bills.

I was recently forced to loan money from my parents, something I have not had to do for many years and was quite embarrassed to do so. I have listed several pieces of furniture from the home for sale in an attempt to make some extra income and I am also considering selling my truck, something that I love very much, just to be able to help me make ends meet.

I have looked into refinancing, but I do not qualify due to receiving first time home buyer's assistance in the amount of $7500.00 when I purchased the home. My mortgage cannot be refinanced until this is paid back, something that I cannot afford to do.
In the current housing market, I believe it would be impossible to sell my home for the amount that I currently owe to Citi Mortgage. It is because of this that I am requesting permission to short sale my home. My girlfriend Tabitha and I wish to start a life together and, in the near future, start a family, but it is impossible to do so in my current financial situation.

I truly hope that you will consider working with me to resolve this. I am anxious to get this settled so that I may move on with the next chapter of my life and look forward to a positive future.

Sincerely,
Brian Lewis

AGENDA
PUBLIC WORKS COMMITTEE

June 23, 2014

Chairman: Vice Chairman: Commissioner Cole

No Items

BUDGET & FINANCIAL MANAGEMENT COMMITTEE

Chairman: Commissioner Cole
Vice Chairman: Commissioner Lynchard

June 23, 2014

Bid Actions:

1) Discussion of bids received for one 6000 GVWR (1/2 ton) pickup truck (Building Maintenance). Low bidder meeting specifications is Hub City Ford, Inc. with a bid of $17,723.

2) Discussion of bids received for three One Ton 15 Passenger vans (1 for Parks and 2 for Road & Bridge). Low bidder coming closest to meeting specifications is McKenzie Buick, GMC with a bid of $29,510 each.

3) Discussion of bids received for one 9200 GVWR (3/4 ton) crew cab pickup truck with a service body (Road & Bridge). Low bidder meeting specifications is Jarrett Gordon Ford with a bid of $26,746.

4) Discussion of bids received for three 9200 GVWR (3/4 ton) crew cab 4 wheel drive pickup trucks (Road & Bridge). Low bidder meeting specifications is Hub City Ford, Inc. with a bid of $26,004 each.

5) Discussion of bids received for one 6000 GVWR (1/2 ton) 4 wheel drive pickup truck (Engineering). Low bidder meeting specifications is Hub City Ford, Inc. with a bid of $20,510.

6) Discussion of bids received for one 6000 GVWR (1/2 ton) pickup truck (Mosquito Control). Low bidder meeting specifications is Jarrett Gordon Ford with a bid of $18,981.

7) Discussion of bids received for one 6000 GVWR (1/2 ton) 4 wheel drive pickup truck (Mosquito Control). Low bidder meeting specifications is Hub City Ford, Inc. with a bid of $20,890.

8) Discussion of bids received for one 9200 GVWR (3/4 ton) pickup truck outfitted with an animal control unit body (Animal Services). Low bidder meeting specifications is Hub City Ford, Inc. with a bid of $45,184.

9) Discussion of rejection of bids received for compact pickup trucks for Public Services, and re-bidding the request.

Budget:

10) **Budget Amendment 2014 – 139** in the amount of **$ 304,000** to carry forward funds in the General Fund for design services for the Santa Rosa Courthouse. This action was approved at the August 8, 2013 Regular BOCC Meeting.

11) **Budget Amendment 2014 – 140** in the amount of **$ 13,500** to carry forward funds in the General Fund to evaluate an additional site in downtown Milton for the location of the new Santa Rosa County Courthouse as approved at the June 12, 2014 Regular BOCC Meeting.

12) **Budget Amendment 2014 – 141** in the amount of **$ 11,497** to recognize insurance claim payments received for fire vehicle repairs due to the April 29, 2014 flood and allocate for expenditure in the Self Insurance Fund.

13) **Budget Amendment 2014 – 142** in the amount of **$ 47,233** to transfer funds from the Capital Fund to the General Fund for a pickup truck for the Building Maintenance Department and a passenger van for the Parks Department.

14) **Budget Amendment 2014 – 143** in the amount of **$ 241,577** to carry forward Road & Bridge Funds for the Compact Track Loader ($77,799) as approved at the June 12, 2014 BOCC Regular Meeting and for two (2) passenger vans ($59,020); one (1) 9200 GVWR crew cab pickup truck; three (3) 9200 GVWR four wheel drive pickup trucks ($78,012)..

15) **Budget Amendment 2014 – 144** in the amount of **$ 45,184** to transfer funds from the Capital Fund to the General Fund for one (1) gas vehicle pickup truck for the Animal Services Department.

County Expenditure/Check Register:

16) Discussion of County Expenditures / Check Register

PROCUREMENT RECOMMENDATION

1. **PRODUCT/SERVICE:** 6000 GVWR PICKUP

2. **RESPONSIBLE OFFICE:** BUILDING MAINTENANCE DEPARTMENT

3. **DESCRIPTION OF SERVICE/PRODUCT:**

   6000 GVWR Pickup Truck

4. **SCOPE OF WORK:**

   N/A

5. **BIDDERS AND PRICES:**

A. Hub City Ford, Inc.	$17,723
B. Jarrett Gordon Ford	$18,631
C. McKenzie Buick, GMC	$22,225

PROCUREMENT RECOMMENDATION

1. **PRODUCT/SERVICE:** 15 PASSENGER VAN

2. **RESPONSIBLE OFFICE:** PUBLIC SERVICE DIVISION

3. **DESCRIPTION OF SERVICE/PRODUCT:**

   One ton 15 Passenger Van

4. **SCOPE OF WORK:**

   One for Parks Department, two for Road & Bridge Department

5. **BIDDERS AND PRICES:**

A. McKenzie Buick, GMC	$29,510
B. Hub City Ford, Inc.	$28,753
C. Hub City Ford, Inc.	$29,474

PROCUREMENT RECOMMENDATION

1. **PRODUCT/SERVICE:** 9200 GVWR CREWCAB PICKUP TRUCK with SERVICE BODY

2. **RESPONSIBLE OFFICE:** ROAD & BRIDGE DEPARTMENT

3. **DESCRIPTION OF SERVICE/PRODUCT:**

   One 9200 GVWR (3/4 ton) Pickup Truck with a service body

4. **SCOPE OF WORK:**

   N/A

5. **BIDDERS AND PRICES:**

A. Jarrett Gordon Ford	$26,746
B. Hub City Ford, Inc.	$28,230
C. McKenzie Buick, GMC	$33,603

PROCUREMENT RECOMMENDATION

1. **PRODUCT/SERVICE:** 9200 GVWR CREW CAB FOUR WHEEL DRIVE PICKUP TRUCK

2. **RESPONSIBLE OFFICE:** ROAD & BRIDGE DEPARTMENT

3. **DESCRIPTION OF SERVICE/PRODUCT:**

   9200 GVWR (3/4 ton) Crew Cab 4 Wheel Drive Pickup Truck

4. **SCOPE OF WORK:**

   Three for Road & Bridge Department

5. **BIDDERS AND PRICES:**

A.	Hub City Ford, Inc.	$26,004
B.	Jarrett Gordon Ford	$26,361
C.	McKenzie Buick, GMC	$30,868

PROCUREMENT RECOMMENDATION

1. **PRODUCT/SERVICE:** 6000 GVWR FOUR WHEEL DRIVE PICKUP

2. **RESPONSIBLE OFFICE:** ENGINEERING DEPARTMENT

3. **DESCRIPTION OF SERVICE/PRODUCT:**

   6000 GVWR Four Wheel Drive Pickup Truck

4. **SCOPE OF WORK:**

   N/A

5. **BIDDERS AND PRICES:**

A. Hub City Ford, Inc.	$20,510
B. Jarrett Gordon Ford	$21,226
C. McKenzie Buick, GMC	$25,217

PROCUREMENT RECOMMENDATION

1. **PRODUCT/SERVICE:** 6000 GVWR PICKUP (MOSQUITO CONRTOL)

2. **RESPONSIBLE OFFICE:** MOSQUITO CONTROL DEPARTMENT

3. **DESCRIPTION OF SERVICE/PRODUCT:**

   6000 GVWR Pickup Truck

4. **SCOPE OF WORK:**

   N/A

5. **BIDDERS AND PRICES:**

A.	Jarrett Gordon Ford	$18,981
B.	Hub City Ford, Inc.	$20,405
C.	McKenzie Buick, GMC	No Bid

PROCUREMENT RECOMMENDATION

1. **PRODUCT/SERVICE:** 6000 GVWR FOUR WHEEL DRIVE PICKUP (MOSQUITO CONRTOL)

2. **RESPONSIBLE OFFICE:** MOSQUITO CONTROL DEPARTMENT

3. **DESCRIPTION OF SERVICE/PRODUCT:**

   6000 GVWR Four Wheel Drive Pickup Truck

4. **SCOPE OF WORK:**

   N/A

5. **BIDDERS AND PRICES:**

A. Hub City Ford, Inc.	$20,890
B. Jarrett Gordon Ford	$21,551
C. McKenzie Buick, GMC	No Bid

PROCUREMENT RECOMMENDATION

1. **PRODUCT/SERVICE:** 9200 GVWR CREWCAB PICKUP TRUCK with ANIMAL CONTROL BODY

2. **RESPONSIBLE OFFICE:** ANIMAL SERVICES DEPARTMENT

3. **DESCRIPTION OF SERVICE/PRODUCT:**

   One 9200 GVWR (3/4 ton) Pickup Truck outfitted with an animal control body

4. **SCOPE OF WORK:**

   N/A

5. **BIDDERS AND PRICES:**

A. Hub City Ford, Inc.	$45,184
B. McKenzie Buick, GMC	$53,621
C. Jarrett Gordon Ford	No Bid

PROCUREMENT RECOMMENDATION

1. **PRODUCT/SERVICE:** COMPACT PICKUP TRUCK WITH EXTENDED CAB

2. **RESPONSIBLE OFFICE:** INSPECTIONS

3. **DESCRIPTION OF SERVICE/PRODUCT:**

   Compact Pickup Trucks with Extended Cabs

4. **SCOPE OF WORK:**

   N/A

5. **BIDDERS AND PRICES:**

A. Hub City Ford, Inc.	$19,299 (F150)
B. Jarrett Gordon Ford	No Bid
C. McKenzie Buick, GMC	No Bid

98-091
Form 84001 Rev 8/10/92

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION DATE: June 13, 2014

FROM:	**Other BOCC Obligations**	ADDITION:
TO:	Board of County Commissioners	MODIFICATION: X
VIA:	Budget Director	DELETION:
SUBJ:	Request Approval of the following	OVERDRAFT:

	Line Item Number	**Description**	**Amount**
From:	**001 – 3990001**	**Cash Carried Forward**	**$ 304,000**
To:	**0013 – 531001**	**Professional Services**	**$ 304,000**

State reason for this request:

Carries forward funds for design services for Santa Rosa County Courthouse. This action was approved at the August 8, 2013 Regular BOCC Meeting.

Requested by: Jayne Bell/s/

BUDGET DIRECTOR ACTION DOCUMENT NO. **2014-139**

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

Comment: _____ _____
BUDGET DIRECTOR

BUDGET COMMITTEE ACTION DATE: June 23, 2014

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this ***26th*** *day Of* ***June, 2014.***

ATTESTED: _____
CHAIRMAN

_____
CLERK OF THE COURTS

98-091
Form 84001 Rev 8/10/92

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION DATE: June 13, 2014

FROM:	**Other BOCC Obligations**	ADDITION:
TO:	Board of County Commissioners	MODIFICATION: X
VIA:	Budget Director	DELETION:
SUBJ:	Request Approval of the following	OVERDRAFT:

	Line Item Number	Description	Amount
From:	**001 – 3990001**	**Cash Carried Forward**	**$ 13,500**
To:	**0013 – 531001**	**Professional Services**	**$ 13,500**

State reason for this request:

Carries forward funds to evaluate an additional site in downtown Milton for the location of the new Santa Rosa County Courthouse. This action was approved at the June12, 2014 Regular BOCC Meeting.

Requested by: Jayne Bell/s/

BUDGET DIRECTOR ACTION DOCUMENT NO. **2014-140**

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

Comment: _____ _____
BUDGET DIRECTOR

BUDGET COMMITTEE ACTION DATE: June 23, 2014

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this ***26th*** *day Of* ***June, 2014.***

ATTESTED: _____
CHAIRMAN

_____
CLERK OF THE COURTS

June 10, 2014

Mr. Hunter Walker
County Administrator
Board of County Commissioners
Santa Rosa County Administrative Offices
6495 Caroline Street
Milton, FL 32570-4978

Re: Proposal for Additional Services for Santa Rosa County Courthouse
Additional Site - Downtown

Dear Hunter,

Based on our discussions, we are submitting the following additional services proposal for your review, comment and approval.

On June 09, 2014, the BoCC made a decision to evaluate an additional site in downtown Milton for the location of the new courthouse.

The work will include;

- Site plan for entire County property PLUS land to the railroad tracks (currently not owned), including parking and site access (incorporating Sheriff comments about access).
- Review of downtown Milton requirements
- A revised set of building plans to comply with the current program, configured to fit on this site.
- Evaluation of Flood Plains and building elevation to address current requirements.

These drawings will be brought to the same level of detail as the two Highway 90 sites to allow comparative cost analysis.
We currently anticipate that the County will select one site to proceed to complete the design work.

We have included fee here for HMM to assist in the engineering analysis. We also suggest increasing the reimbursable travel expense allowance by $1,500, there will be additional presentations that flow from this work.

We propose an additional fee in the total of $13,500 for the design team to evaluate the downtown site.

Fee Summary:	**HMM**	**$2,000.00 (increase in existing Allowance)**
	HOK	**$10,000.00**
	Add exp. allowance	**$1,500**
	Total	**$13,500.00**

If we don't use allowances that money will stay with the County.

Please review this and if you accept it, authorize us to proceed.

Yours sincerely,

Duncan C.S. Broyd, RIBA, LEED®AP
Senior Vice President

cc: Jonathan Rae, Tommy Sinclair, Anne Rogles (HOK)
Michael Broussard (Hatch Mott MacDonald)
Angela Jones (Santa Rosa County)

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98-091
Form 84001 Rev 8/10/92

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION DATE: June 16, 2014

FROM: **Self Insurance Fund** ADDITION:
TO: Board of County Commissioners MODIFICATION: X
VIA: Budget Director DELETION:
SUBJ: Request Approval of the following OVERDRAFT:

Line Item Number	Description	Amount
501-3690005	**Self-Insurance Settlement**	**$ 11,497**
0750 - 5490018	**Auto Liability**	**$ 11,497**

State reason for this request:

Recognizes insurance claim payments received from Glatfelter Claims Management, Inc. for fire vehicle repairs due to the April 29, 2014 flood and allocate for expenditure.

Requested by: Jayne Bell/s/

BUDGET DIRECTOR ACTION DOCUMENT NO. **2014-141**

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

Comment: _____ _____
BUDGET DIRECTOR

BUDGET COMMITTEE ACTION DATE: June 23, 2014

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 26th day Of June, ***2014.***

ATTESTED: _____
CHAIRMAN

_____
CLERK OF THE COURTS

98-091
Form 84001 Rev 8/10/92

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION — DATE: June 17, 2014

FROM:	**Capital Fund**	ADDITION:
TO:	Board of County Commissioners	MODIFICATION: X
VIA:	Budget Director	DELETION:
SUBJ:	Request Approval of the following	OVERDRAFT:

	Line Item Number	Description	Amount
Fund 302:	**9302 – 5990017**	**Future Capital Outlay**	**($ 47,233)**
	9302 – 5910001	**To General Fund**	**$ 47,233**
Fund 001:	**001 – 3810023**	**From Capital Fund**	**$ 47,233**
	2300 – 564001	**Machinery & Equipment**	**$ 17,723**
	2600 – 564001	**Machinery & Equipment**	**$ 29,510**

State reason for this request:

Transfer of funds from the Capital Fund to the General Fund for one 6000 GVWR Pickup Truck for the Building Maintenance Department ($17,723) and one 15 Passenger Van for the Parks Department ($29,510).

Requested by: Avis Whitfield/s/

BUDGET DIRECTOR ACTION — DOCUMENT NO. **2014-142**

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

Comment: _____

_____
BUDGET DIRECTOR

BUDGET COMMITTEE ACTION — DATE: June 23, 2014

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 26th day Of ***June, 2014.***

ATTESTED:

_____
CHAIRMAN

_____
CLERK OF THE COURTS

Jayne Bell

From: Avis Whitfield
Sent: Tuesday, June 17, 2014 1:16 PM
To: Orrin Smith; Jayne Bell
Cc: Hunter Walker; Tom Collins
Subject: Vehicle Bids

I recommend the following low bids meeting specifications.

- One 6000 GVWR Pickup Truck for the Building Maintenance Department from Hub City Ford-Mercury Inc. at a cost of $17,723.00.
- One 15 Passenger Van for the Parks Department from McKenzie Buick GMC at a cost of 29,510.00. (Substantially meets specs; only exception is Trailer Tow Mirrors)
- Two 15 Passenger Vans for the Road & Bridge Department from McKenzie Buick GMC at a cost of 29,510.00 each. (Funding from Road & Bridge Reserves) (Substantially meets specs; only exception is Trailer Tow Mirrors)
- One 9200 GVWR Crew Cab Pickup Truck with Service Body for the Road & Bridge Department from Jarrett Gordon Ford at a cost of $26,746.00. (Funding from Road & Bridge Reserves)
- Three 9200 GVWR Four wheel drive Pickup Trucks for the Road & Bridge Department from Hub City Ford-Mercury at a cost of $26,004.00 each. (Funding from Road & Bridge Reserves)

Avis Whitfield
Director
Santa Rosa County Public Works

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98-091
Form 84001 Rev 8/10/92

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION DATE: June 17, 2014

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

	Line Item Number	Description	Amount
From:	**101 – 3990001**	**Cash Carried Forward**	**$ 241,577**
To:	**2100 – 564001**	**Machinery & Equipment**	**$ 241,577**

State reason for this request:

Carries forward Road & Bridge funds for the Compact Track Loader ($77,799) as approved by the BOCC at their Regular Meeting on June 12, 2014 and for two (2) Passenger Vans ($59,020); one (1) 9200 GVWR crew cab Pickup with Service Body ($26,746); three (3) 9200 GVWR Four wheel drive Pickup Trucks ($78,012).

Requested by: Avis Whitfield/s/

BUDGET DIRECTOR ACTION DOCUMENT NO. **2014-143**

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

Comment: _____ _____
BUDGET DIRECTOR

BUDGET COMMITTEE ACTION DATE: June 23, 2014

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this ***26th*** *day Of* ***June, 2014.***

ATTESTED: _____
CHAIRMAN

_____
CLERK OF THE COURTS

Jayne Bell

From: Avis Whitfield
Sent: Friday, June 13, 2014 10:34 AM
To: Jayne Bell
Cc: Hunter Walker; Tana Tynes; Stephen Furman
Subject: BA for Compact Track Loader

Jayne,

I will need a budget amendment to move funds from Road & Bridge Reserves to 2100-564001 (Machinery and Equipment) for purchase of the Compact Track Loader from Beard Equipment Company in the amount of $77,799.00 as approved by the BOCC at their June 12, 2014 meeting. We expect to need other budget amendments for equipment purchases after the next BOCC meeting so please advise as to whether they should be done separately or together.

Thanks,

Avis Whitfield
Director
Santa Rosa County Public Works

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Jayne Bell

From: Avis Whitfield
Sent: Tuesday, June 17, 2014 1:16 PM
To: Orrin Smith; Jayne Bell
Cc: Hunter Walker; Tom Collins
Subject: Vehicle Bids

I recommend the following low bids meeting specifications.

- One 6000 GVWR Pickup Truck for the Building Maintenance Department from Hub City Ford-Mercury Inc. at a cost of $17,723.00.
- One 15 Passenger Van for the Parks Department from McKenzie Buick GMC at a cost of 29,510.00. (Substantially meets specs; only exception is Trailer Tow Mirrors)
- Two 15 Passenger Vans for the Road & Bridge Department from McKenzie Buick GMC at a cost of 29,510.00 each. (Funding from Road & Bridge Reserves) (Substantially meets specs; only exception is Trailer Tow Mirrors)
- One 9200 GVWR Crew Cab Pickup Truck with Service Body for the Road & Bridge Department from Jarrett Gordon Ford at a cost of $26,746.00. (Funding from Road & Bridge Reserves)
- Three 9200 GVWR Four wheel drive Pickup Trucks for the Road & Bridge Department from Hub City Ford-Mercury at a cost of $26,004.00 each. (Funding from Road & Bridge Reserves)

Avis Whitfield
Director
Santa Rosa County Public Works

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98-091
Form 84001 Rev 8/10/92

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION — DATE: June 17, 2014

FROM:	**Capital Fund**	ADDITION:
TO:	Board of County Commissioners	MODIFICATION: X
VIA:	Budget Director	DELETION:
SUBJ:	Request Approval of the following	OVERDRAFT:

	Line Item Number	Description	Amount
Fund 302:	**9302 – 5990017**	**Future Capital Outlay**	**($ 45,184)**
	9302 – 5910001	**To General Fund**	**$ 45,184**
Fund 001:	**001 – 3810023**	**From Capital Fund**	**$ 45,184**
	2500 – 564001	**Machinery & Equipment**	**$ 45,184**

State reason for this request:

Transfer of funds from the Capital Fund to the General Fund for one gas vehicle Pickup Truck for Animal Services ($45,184)

Requested by: Tony Gomillion/s/

BUDGET DIRECTOR ACTION — DOCUMENT NO. **2014-144**

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

Comment: _____

_____
BUDGET DIRECTOR

BUDGET COMMITTEE ACTION — DATE: June 23, 2014

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 26th day Of ***June, 2014.***

ATTESTED:

_____
CHAIRMAN

_____
CLERK OF THE COURTS

Jayne Bell

From: Tony Gomillion
Sent: Tuesday, June 17, 2014 1:52 PM
To: Orrin Smith; Jayne Bell
Cc: Hunter Walker
Subject: AS & BI vehicle bids

Animal Services recommends the Hub City Ford bid as low bidder for the gas vehicle in the amount of $45,184.

Building Inspections recommends rejecting the bid for the compact truck, and plan to review options and re-bid (most likely for a V6 engine ½ ton truck).

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No support documentation for this agenda item.