

August 6, 2012

ECONOMIC DEVELOPMENT COMMITTEE

1. Discussion of Board representative to the Pensacola Bay Area Chamber of Commerce VISION 2015 cabinet.
2. Discussion of authorizing Public Works and Engineering to initiate clearing and grubbing of site in I-10 Industrial Park in anticipation of developing pad ready site.
3. Discussion of initiating recruitment nationally of Director of Economic Development.

No support documentation for this agenda item.

August 6, 2012

ADMINISTRATIVE COMMITTEE

1. Discussion of RESTORE flow chart and presentation by Commissioner Lynchard.
2. Discussion of annual renewal of contract with Kim Landry, MD PA for Medical Director services through September 30, 2013.
3. Discussion of renewal of Marketing Services Agreement with MDi Media Group, Inc. for tourism marketing services through September 30, 2013 as recommended by Tourist Development Council (TDC).
4. Discussion of scheduling public hearing on revision to Ordinance 2012-20 amending boating restriction on Indian Bayou to Idle Speed/No Wake zone.
5. Discussion of soliciting proposals for architectural design services for Bagdad VFD building.
6. Discussion of Agreement with Jim Mitchell for lawn maintenance of county property located at 2932 Coral Strip Pkwy in Gulf Breeze.
7. Public Hearing items scheduled for 9:30 a.m. Thursday, August 9, 2012: None

1

**The RESTORE
Gulf Coast Act of 2012**

Clean Water Act

The Clean Water Act grants the federal Environmental Protection Agency authority to impose fines on parties responsible for oil spills. These penalties are not required to be returned or spent in the injured jurisdictions.

RESTORE Act of 2012

Gulf Coast Restoration Trust
(established)

Transfers 80% of
administrative and civil
penalties pursuant to
Section 311 of the Federal
Water Pollution Control Act
Expenditures – restore
natural resources and
economy of the Gulf Coast
Region.

Gulf Coast States & Coastal
political subdivisions

RESTORE Act of 2012

State Allocation

Direct Allocations

Thirty five (35%)
percent divided
equally or 7%

- Conservation & Land acquisition
- Mitigation & Restoration of habitat & natural resources
- Implementation of conservation management plan
- Tourism/Fishing Promotion
- Promotion of seafood
- Educational promotion
- Planning assistance
- Workforce development
- State parks
- Infrastructure mitigation
- Coastal flood protection
- Administrative costs (3%)

RESTORE ACT of 2012 – Florida Allocation

Disproportionally affected
counties (8) – Seventy five
percent (75%)

Nondisproportionally
affected counties (14) –
Twenty five percent (25%)

RESTORE ACT of 2012 – County Allocations (8 Counties)

Disproportional

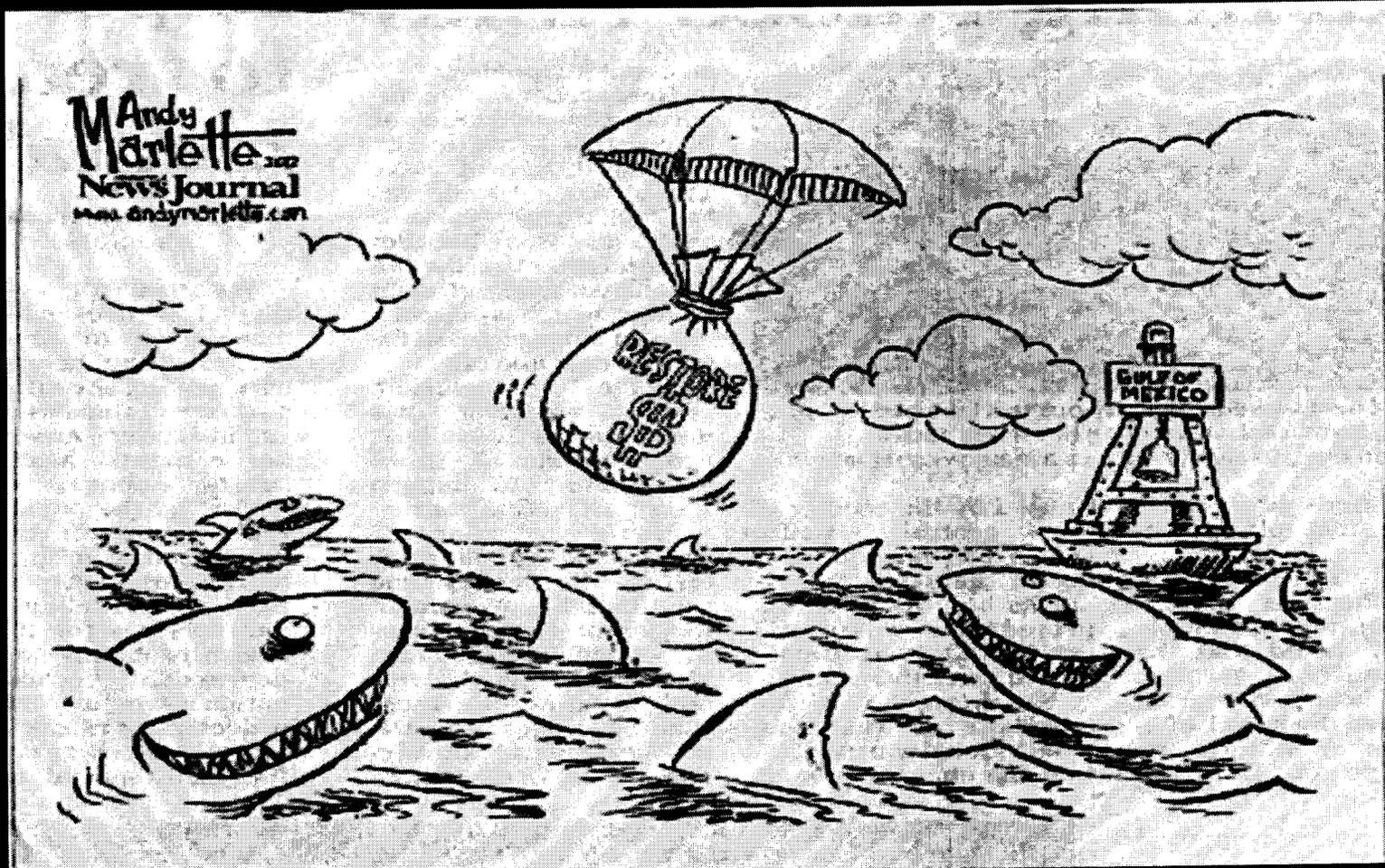
- Ten (10%) percent equally
- Ninety (90%) percent weighted formula
 - Thirty (30%) percent shoreline oiled
 - Thirty (30%) percent per capita sales tax
 - Twenty (20%) percent population
 - Twenty (20%) percent distance from spill

- **Pulled from Act, agreed upon by counties**

RESTORE ACT of 2012 – Direct Allocations - Conditions

- **Multi – Year
Implementation plan**
- **Public Input**
- Treasury conditions &
Audits
- Procurement rules and
regulations

RESTORE ACT of 2012 – Direct Allocations



RESTORE ACT of 2012 – Direct Allocations – Local Restore Council

10 Members

5 appointed by BOCC, with expertise in the environment, coastal resources, business development, tourism, economic development.

2 members of the BOCC (Chairman + 1)

1 member recommended by each of Navarre COC, City of Gulf Breeze, and City of Milton

RESTORE ACT of 2012 – Council Portion (60%)

Gulf Coast Ecosystem Restoration Council

- Chair, Council on Environmental Quality
- Interior Secretary
- Army
- Commerce
- EPA Administrator
- Agriculture
- Coast Guard
- Five Governors

Comprehensive Plan

- Sixty (60%) percent – Two separate allocations
 - Fifty (50%) percent or thirty (30%) of total – Council Comprehensive Plan
 - Fifty (50%) percent or thirty (30%) of total – Gulf States by formula

RESTORE ACT of 2012 – Gulf State Allocation (50%) Formula

Weighted formula

- Forty (40%) percent oiled shoreline
- Forty (40%) percent distance from spill
- Twenty (20%) percent population

Minimum (5%)

RESTORE ACT of 2012 – State Allocation - Uses

Gulf State Plan

- Allowable uses (1)(B)(i)
- Economic & ecological recovery
- Consideration of Council Comprehensive Plan and consistent with (2)(B)(i)
- Twenty (25%) infrastructure cap
 - Exception – ecosystem restoration needs addressed and required to mitigate ecosystem or economic impacts.

RESTORE ACT of 2012 – State Allocations – PLAN (30%)

- Florida – a consortia of local political subdivisions that includes at least 1 representative of each disproportionally affected county

RESTORE ACT of 2012 – Ecosystem/Centers of Excellence

- Five (5%) percent of trust split equally
 - Gulf Coast Ecosystem Restoration, Science, Observation, Monitoring, and Technology Program
 - Centers of Excellence

RESTORE ACT of 2012

Questions?

AGREEMENT

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

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

NOW THEREFORE, the parties agree as follows:

1. Dr. Kim Landry, MD, P.A., is hereby retained and appointed to serve as the medical director for Santa Rosa County.

2. **Emergency Medical Services Medical Director Duties and Responsibilities**

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

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

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

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

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

B. Establish Standing Orders, Protocols and Standards of Care

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

C. Training

- 1) Directly coordinate and instruct paramedics, EMT's and first responders in an in-service format on at least a quarterly basis.
- 2) Coordinate and accredit paramedics and EMT's continuing education courses conducted by BLS and ALS providers for the County; maintain licensure of the paramedics and EMT's including, but not limited to, Advanced Cardiac Life Support (ACLS), Basic Life Support (BLS), Pediatric Advanced Life Support (PALS), Basic Trauma Life Support (BTLS), and Pre-hospital Trauma Life Support (PHTLS) certifications. Curriculum design and approval of all "in-house" courses offered within these or any other topic areas will be subject to the authority of the Medical Director.
- 3) Review and develop continuing medical education for EMT's, paramedics, first responders and emergency medical dispatchers.
- 4) Ensure that appropriate training is provided following any changes in medical standing orders, protocols, or medical equipment usage.

D. Quality Assurance and Evaluation

- 1) Develop and implement a patient-care quality assurance system to assess the medical performance of EMS system personnel by use of a quality assurance program including, but not limited to, a prompt review of random-run reports and skills-performance data, direct observations, and compliance of medical protocols.
- 2) Develop and maintain a system to review and evaluate new medications, equipment and treatment modalities for potential implementation and review for possible elimination of medications, equipment and treatment modalities that no longer provide effective and efficient care and treatment for emergency patients.
- 3) Develop and maintain a system to review all cardiac arrest calls involving the use of an AED by first responders or the use of a public facility AED.
- 4) Participate in scheduled Quality Assurance meetings.

E. Documentation and Reporting

- 1) Ensure and certify that security procedures of the ALS providers for medications, fluids and controlled substances are in compliance with chapters 499 and 893 F.S. and chapter 10D-45, Florida Administrative Code. Create, authorize, and ensure adherence to detailed written operating procedures regarding all aspects of the handling of medications, fluids and controlled substances by ALS pre-hospital providers.
- 2) Provide the Emergency Services Coordinator a list of work-related activities and time, at least quarterly. This report shall include time riding with field EMS personnel and agencies, instructional time, and quality assurance reviews.
- 3) Provide written responses to complaints, medical issues or quality assurance reviews to the County Emergency Services Coordinator in a timely manner, when requested.

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

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

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

IN WITNESS THEREOF, the parties hereto have signed this agreement on the ___ day of _____, 2007.

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

By: _____
Chairman

ATTEST:

Mary M. Johnson, Clerk

Board of County Commissioners approved: _____

WITNESSES:

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

Kathy Jordan

From: Kate Wilkes [kwilkes27@gmail.com]

Sent: Tuesday, July 31, 2012 9:08 AM

To: Hunter Walker

Subject: Fwd: TDC/MDi Marketing Agreement

Good morning Hunter, Please see below. Can this be on the next BOCC agenda?
Thanks, Kate

----- Forwarded message -----

From: Kate Wilkes <kwilkes27@gmail.com>

Date: Mon, Jul 23, 2012 at 10:59 AM

Subject: Re: TDC/MDi Marketing Agreement

To: Merry Beth Andrews <MerryA@santarosa.fl.gov>

Thanks Mary Beth!

On Mon, Jul 23, 2012 at 10:54 AM, Merry Beth Andrews <MerryA@santarosa.fl.gov> wrote:

You would have to ask Hunter that question. MB

Merry Beth Andrews

Florida Registered Paralegal

SANTA ROSA COUNTY

6495 Caroline Street, Suite C

Milton, Florida 32570

(850)983-1857

(850)981-8808 - Fax

From: Kate Wilkes [mailto:kwilkes27@gmail.com]

Sent: Monday, July 23, 2012 10:49 AM

To: Merry Beth Andrews; Hunter Walker

Subject: Re: TDC/MDi Marketing Agreement

This is same contract but for the next fiscal year 10/01/2012-09/30/2013. Is it possible to have it on Thursday BOCC meeting?

Thanks, Kate

8/2/2012

On Mon, Jul 23, 2012 at 9:59 AM, Merry Beth Andrews <MerryA@santarosa.fl.gov> wrote:

Good morning. Any substantial changes to a contract require Board approval. MB

Merry Beth Andrews

Florida Registered Paralegal

SANTA ROSA COUNTY

6495 Caroline Street, Suite C

Milton, Florida 32570

(850)983-1857

(850)981-8808 - Fax

From: Kate Wilkes [<mailto:kwilkes27@gmail.com>]
Sent: Thursday, July 19, 2012 4:43 PM
To: Merry Beth Andrews
Subject: TDC/MDi Marketing Agreement

Hi, Merry Beth,
The TDC voted not to seek a new Marketing Agency at the May 16, 2012 meeting.
Please change the dates on page 2, date and Chairman on page 8, delete A. a. on page 13 (you may have a new version)
and have executed .
Thanks so much, Kate

--
Kate Wilkes
Executive Director
Santa Rosa County Tourist Development
8543 Navarre Parkway
Navarre, FL 32566
850-939-8666
kwilkes27@gmail.com
www.floridabeachstorivers.com

Please note: Due to Florida's very broad public records file, most written communication to or from County Employees regarding County business are public records, available to the public and media upon request. Therefore, this written e-mail communication may be subject to public records disclosure.

8/2/2012

Florida has a very broad public records law. Under Florida law, both the content of emails and email addresses are public records. If you do not want the content of your email or your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in person.

--

Kate Wilkes
Executive Director
Santa Rosa County Tourist Development
8543 Navarre Parkway
Navarre, FL 32566
850-939-8666
kwilkes27@gmail.com
www.floridabeachstorivers.com

Please note: Due to Florida's very broad public records file, most written communication to or from County Employees regarding County business are public records, available to the public and media upon request. Therefore, this written e-mail communication may be subject to public records disclosure.

--

Kate Wilkes
Executive Director
Santa Rosa County Tourist Development
8543 Navarre Parkway
Navarre, FL 32566
850-939-8666
kwilkes27@gmail.com
www.floridabeachstorivers.com

Please note: Due to Florida's very broad public records file, most written communication to or from County Employees regarding County business are public records, available to the public and media upon request. Therefore, this written e-mail communication may be subject to public records disclosure.

--

Kate Wilkes
Executive Director
Santa Rosa County Tourist Development
8543 Navarre Parkway

8/2/2012

Navarre, FL 32566

850-939-8666

kwilkes27@gmail.com

www.floridabeachstorivers.com

Please note: Due to Florida's very broad public records file, most written communication to or from County Employees regarding County business are public records, available to the public and media upon request. Therefore, this written e-mail communication may be subject to public records disclosure.

8/2/2012

MARKETING SERVICES AGREEMENT

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

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

NOW THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

1. Appointment and Authorization of GROUP.

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

2. GROUP Exclusivity.

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

3. GROUP Services.

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

4. Duration and Extension of the Agreement.

- A. The initial term of this Agreement shall be for a period of 12 months, commencing October 1, ~~2011~~ (the "Commencement Date") and continuing through and including September 30, ~~2012~~.
- B. Unless terminated by either party in the manner provided for hereinafter, this Agreement shall, unless mutually agreed upon, automatically renew for one (1) additional term of one (1) year, commencing on the day after the date of expiration of the then current initial or renewal term, and expiring one (1) year thereafter.

5. GROUP Capacity.

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

6. GROUP Disclaimers.

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

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

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

7. Prior Approval of CLIENT.

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

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

8. GROUP Compensation.

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

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

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

10. Termination of Agreement.

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

11. Rights and Duties upon Termination of Agreement.

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

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

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

12. Disposition of Property and Materials upon Termination.

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

- C. GROUP shall not be responsible for the return of publication reproduction materials after their use in publications unless their return is specifically required prior to sending for publication.
- D. GROUP shall take all reasonable precautions to safeguard any of CLIENT's property entrusted to its custody or control. Except as required with respect to designated confidential information as provided for in Section 14 hereinafter, in the absence of willful negligence on the part of the GROUP, it shall not be responsible for loss, damage, destruction or unauthorized use thereof.

13. Self-Promotion Rights of GROUP.

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

14. Indemnification.

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

15. Assignment and Delegation.

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

16. Modification.

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

17. Binding Effect and Controlling Law.

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

18. Waiver.

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

19. Execution.

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

20. Notice.

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

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

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

21. Addenda.

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

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

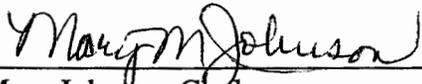
22. Effective Date.

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

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

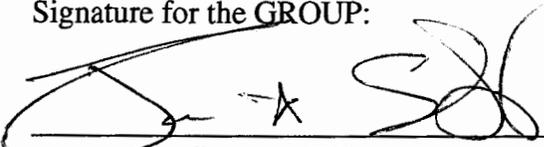
Signature for the CLIENT:


Date: BCC approved October 13, 2011
Printed Name: Lane Lynchard
Title: Chairman

Attest: 
Mary Johnson, Clerk



Signature for the GROUP:


Date: 12/19/2011
Printed Name: James A Ellis
Title: President

ADDENDUM "A"

GROUP SERVICES

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

- Research, Strategy, Planning and On-going Consulting
 - Deliverables:
 - Yearly planning meeting
 - Yearly marketing analysis/review of available research data
 - Development of Marketing and Brand Development Plan
 - Development of Marketing Budget
 - Monthly meeting with TDC
 - On-going review; strategic marketing/branding consulting
 - Telephone calls and meetings with the TDC executive director as needed

- Account Management
 - Deliverables:
 - Implementation of marketing and brand development plan as approved by the TDC
 - Weekly management reports to TDC executive director
 - Monthly reports and meetings with North and South end marketing committees
 - Monthly reporting and meeting with TDC
 - Respond to management needs of the TDC and or executive director
 - Research and coordinate statistical reports regarding marketing and brand activities

- Creative Development
 - Deliverables:
 - Create yearly TDC ad campaign concepts in alignment with defined objectives
 - Produce master design templates (including print, web and outdoor ads)
 - Resize and finalize each campaign ad (including print, web and outdoor ads) for publication for master campaign theme
 - Program online ads for master campaign theme for specific media outlets and websites as needed
 - Design e-newsletter template; update to reflect campaign theme
 - Design and program micro site for master campaign theme
 - Script concepts for television and radio (does not include writing the final script)

- Public Relations
 - Deliverables:
 - Create public relations strategy in alignment with stated objectives
 - Manage and respond to all media inquiries
 - Work with TDC director and assist on collecting seasonal and topic related information for press releases, events calendars, and newsletters
 - Write and distribute press releases in conjunction with push campaigns
 - Manage "Back to the Island Media Day" strategy and planning

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



ADDENDUM "B"

CLIENT PRODUCTS AND/OR SERVICES

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

Government or Community Funded Travel and Tourism Organization

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

J

ADDENDUM "C"

CLIENT'S DESIGNATED REPRESENTATIVES

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

Kate Wilkes or Executive Director

K

ADDENDUM "D"

GROUP COMPENSATION

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

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

\$81,000 (Eighty One Thousand)

The compensation for services to be paid as follows:

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

ADDENDUM "E"

TERMS FOR PAYMENT

Client Billing:

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

Reimbursement of Expenses:

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

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

4

Hunter Walker

From: Merry Beth Andrews
Sent: Thursday, August 02, 2012 9:06 AM
To: Hunter Walker
Cc: Angie Jones
Subject: Agenda Item

At the last meeting we approved an ordinance for boating restrictions for Indian Bayou. Upon submission to the FWC I found out we had used the wrong restriction. It should have been Idle Speed No Wake. We need to amend the ordinance to correct that. Can you put approval to advertise an amendment to Ordinance 2012-20 for a public hearing? Thanks, MB

*Merry Beth Andrews
Florida Registered Paralegal
SANTA ROSA COUNTY
6495 Caroline Street, Suite C
Milton, Florida 32570
(850)983-1857
(850)981-8808 - Fax*

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.

8/2/2012

ORDINANCE 2012 - 20

**AN ORDINANCE RELATING TO SANTA ROSA COUNTY;
ESTABLISHING BOATING RESTRICTIONS/REGULATIONS;
PROVIDING FOR PENALTIES; PROVIDING FOR
CODIFICATION; PROVIDING FOR SEVERABILITY; AND,
PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the Santa Rosa County Board of County Commissioners finds that it is necessary to establish boating restrictions/regulations in designated waterways located in Santa Rosa County, and

WHEREAS, said boating regulations are required to protect the health, welfare and safety of the public due to hazards presented by visibility restrictions, boating and skiing congestion, and risk of boating collision,

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

SECTION I. The following boating restrictions are established.

1. Boating Restrictions are hereby adopted for the area known as Indian Bayou as depicted in the attached Exhibit A.
2. The appropriate signage shall be posted upon authorization from the Florida Fish and Wildlife Conservation Commission.
3. The following boating restrictions are defined as set forth in 68D-23.103 Florida Administrative Code (FAC):
 - (A) "Slow Speed" and "Slow Speed Minimum Wake" may be used interchangeably and mean that a vessel must be fully off plane and completely settled into the water. The vessel must then proceed at a speed which is reasonable and prudent under the prevailing circumstances so as to avoid the creation of an excessive wake or other hazardous condition which endangers or is likely to endanger other vessels or other persons using the waterway. At no time is any vessel required to proceed so slowly that the operator is unable to maintain control over the vessel or any other vessel or object that it has under tow. A vessel that is:
 1. Operating on plane is not proceeding at this speed;
 2. In the process of coming off plane and settling into the water or coming up onto plane is not proceeding at this speed;
 3. Operating at a speed that creates a wake which unreasonably or unnecessarily endangers other vessels or other persons using the waterway, or is likely to do so, is not proceeding at this speed;

4. Completely off plane and which has fully settled into the water and is proceeding at a reasonable and prudent speed with little or no wake is proceeding at this speed.

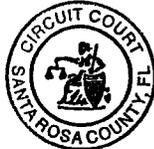
SECTION 2. PENALTY. The provisions of this section may be enforced by any law enforcement officer as defined in Section 943.10, Florida Statutes. Pursuant to Section 327.73, Florida Statutes, any person cited for a violation of any such provision shall be deemed to be charged with a noncriminal infraction, shall be cited for such an infraction, and shall be cited to appear before the county court. The civil penalty for any such infraction is \$50, except as otherwise provided for allowable county court costs for boating infractions. Where a statute or administrative rules are referenced herein, this shall mean the most recently adopted version of said statute and administrative rules.

SECTION 3. REFERENCE TO OTHER AUTHORITY. Where a statute or administrative rules are referenced herein, this shall mean the most recently adopted version of said statute and administrative rules.

SECTION 4. CODIFICATION. The provisions of this ordinance shall become and be made a part of the code of laws and ordinances of the County of Santa Rosa. The sections of this ordinance may be renumbered or relettered to accomplish such, and the word "ordinance" may be changed to "section", "article", or any other appropriate word.

SECTION 5. EFFECTIVE DATE. This Ordinance shall be effective upon completion of the following: approved and adopted pursuant to Santa Rosa County's procedure, approval by the Florida Fish and Wildlife Conservation Commission pursuant to Section 327.46, Florida Statutes and upon posting of the regulatory markers.

PASSED AND ADOPTED by a vote of 4 yeas and 0 nays and 1 absent of the Board of County Commissioners of Santa Rosa County, Florida, on the 12th day of July, 2012.



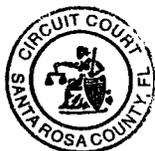
**BOARD OF COUNTY COMMISSIONERS
SANTA ROSA COUNTY, FLORIDA**

By: *Jim Williamson*
Chairman

ATTEST:

Mary M. Johnson
Clerk of Court

I, Mary M. Johnson, Clerk of Court of Santa Rosa County, Florida, do hereby certify that the same was adopted and filed of record and a copy deposited in the Postal Department of the United States of America for delivery by registered mail to the Secretary of the State of Florida, on this 13th day of July, 2012.



Mary M. Johnson
Mary M. Johnson

Indian Bayou Marine Signage Santa Rosa County, FL



430 Feet

coordinates are given in DDMs

628TH AV

SSMW facing SE
RNSO facing W

-87 5.521

30 31.438

SSMW facing SW
RNSO facing NNE

-87 5.611

30 31.405

Approx
80' wide

SSMW facing SW
RNSO facing NE

-87 5.602

30 31.39

SSMW facing SE
RNSO facing W

-87 5.518

30 31.398

Approx
65' wide

Approx
70' wide

SSMW facing SE
RNSO facing NW

-87 5.692

30 31.323

TARPON CT

SSMW facing NE
RNSO facing SW

-87 5.589

30 31.312

No support documentation for this agenda item.



6

Santa Rosa County Board of County Commissioners

Sheila Harris, Special Projects/Grants Coordinator

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

M E M O R A N D U M

TO: Hunter Walker
DATE: August 1, 2012
FROM: Sheila Harris
RE: Maintenance of Vacant Lot at 2932 Coral Strip Pkwy

The county has recently closed on the purchase of the Severe Repetitive Loss (SRL) property located at 2932 Coral Strip Pkwy in Gulf Breeze, Florida. This purchase was made possible by a grant awarded in 2010 to acquire two SRL properties. The home will be demolished in the near future and the county will accept the responsibility for maintaining the property in perpetuity.

The neighboring property owner, Jim Mitchell, who resides at 2928 Coral Strip Parkway, has requested approval from the county to maintain the lot. Ms. Angie Jones has developed the following maintenance agreement for the Board's consideration and the homeowner is acceptable to the terms of the agreement.

Please let me know if you have any questions regarding this request.

LICENSE AND MAINTENANCE AGREEMENT

THIS LICENSE AND MAINTENANCE AGREEMENT made by and between SANTA ROSA COUNTY, hereinafter called the "Grantor", and JAMES MITCHELL, residing at 2928 Coral Strip Parkway, Gulf Breeze FL 32563, hereinafter called the "Grantee":

1. Grantor grants Grantee a non-exclusive license to mow the property located at 2932 Coral Strip Parkway, Gulf Breeze, Florida.
2. Grantee is the only individuals authorized by this license. Grantee shall use all due care with his maintenance activities.
3. Grantee agrees to indemnify and hold Grantor, its agents, officials, and employees for any and all claims, suits and damages caused by Grantee's activities under this license.
4. The term of this Agreement shall be for a five (5) year period.
5. This License and Maintenance Agreement may be terminated by either party upon giving 30-days written notice.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on this ____ day of _____, 2012.

SANTA ROSA COUNTY

ATTEST:

By: _____
Jim Williamson, Chairman

Clerk of Court

Witness:

Name: JAMES MITCHELL

Witness:

No support documentation for this agenda item.



SANTA ROSA COUNTY ENGINEERING

SANTA ROSA COUNTY, FLORIDA

6051 OLD BAGDAD HWY., STE. 300

MILTON, FLORIDA 32583

www.santarosa.fl.gov

Preliminary
Engineers Report
August 6, 2012

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 August 9, 2012 at 9:00 a.m. in Milton, Florida.

1. Discussion of deductive change order #1 in the amount of \$45,371.98 for the Pace Community Center. (Attachment A)
2. Discussion of the Navarre Beach Wastewater Treatment Plant Clarifier Rehabilitation utilizing EPA grant funds. (Attachment B)
3. Recommend approval of Construction Plans for Foxboro Subdivision, a 38 lot subdivision a portion of Section 18, Township 2 North, Range 29 West, Santa Rosa County, Florida. (Working District 3)

Location: 2-3/4 miles, more or less, North on Chumuckla Highway from Five Points, West on Wallace Lake Road, property on the North side.

AIA[®] Document G701[™] – 2001

Change Order

PROJECT (Name and address): Pace Community Center 5980 Chumuckla Hwy Pace, FL 32571	CHANGE ORDER NUMBER: 001 DATE: July 13, 2012	OWNER: <input checked="" type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR (Name and address): Vision Construction Ent., Inc. P.O. Box 9604 Pensacola, FL 32513	ARCHITECT'S PROJECT NUMBER: 1811 CONTRACT DATE: 2/3/2012 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

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

I. Additive Changes:

1.) Deduct back flow preventer/Add piping connectors/Repair existing BFP and Add Insulation.	\$1,243.72
2.) Add steel clips to column heads.	\$650.46
3.) Add to extend concrete slab on grade at perimeter of building.	\$3,210.80
4.) Add grout fill to drive thru canopy columns.	\$327.75

Total Additive Change Orders \$5,432.73

II. Owner Direct Purchases:

	Direct Purchases	Tax Savings	Total
1.) Probuild	(\$27,276.62)	(\$1,636.60)	(\$28,913.22)
2.) USA	(\$7,128.35)	(\$427.70)	(\$7,556.05)
3.) Brabner & Hollon	(\$5,940.00)	(\$356.40)	(\$6,296.40)
4.) Professional Roofing	(\$7,584.00)	(\$455.04)	(\$8,039.04)
		Total	(\$50,804.71)

Decreased Amount to Contract (\$45,371.98)

The original Contract Sum was	\$	675,517.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	675,517.00
The Contract Sum will be decreased by this Change Order in the amount of	\$	45,371.98
The new Contract Sum including this Change Order will be	\$	630,145.02

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

The date of Substantial Completion as of the date of this Change Order therefore is

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

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

Quina Grundhoefer Architects, P.A.

Vision Construction Ent., Inc.

Santa Rosa Board of County
Commissioners

ARCHITECT (Firm name)

CONTRACTOR (Firm name)

OWNER (Firm name)

400 West Romana Street
Pensacola, FL 32502

P.O. Box 9604
Pensacola, FL 32513

6495 Caroline Street, Suite M
Milton, FL 32570

ADDRESS

ADDRESS

ADDRESS

BY (Signature)

BY (Signature)

BY (Signature)

Daniel Grundhoefer, AIA

Garry Crook, President

(Typed name)

(Typed name)

(Typed name)

(Typed name)

DATE

7/19/12

DATE

7/30/12

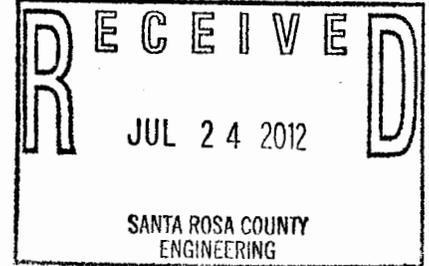
DATE



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

REGION 4
ATLANTA FEDERAL CENTER
61 FORSYTH STREET
ATLANTA, GEORGIA 30303-8960

JUL 13 2012



Mr. Lane Lynchard
Chairman
Board of County Commissioners
6495 Caroline Street, Suite M
Milton, Florida 32570

Re: EPA Grant # XP-95478911-0
Santa Rosa County, FL
Navarre Beach Wastewater Treatment Clarifier Rehabilitation

Dear Mr. Lynchard:

The U.S. Environmental Protection Agency Region 4 Infrastructure Section has reviewed for administrative completeness and conformance with the EPA grant requirements the construction plans and specifications for the construction involved in the Santa Rosa County, Florida, Navarre Beach Wastewater Treatment Clarifier Rehabilitation dated April 2012 on the EPA Grant No. XP-95478911-0.

The plans and specifications for this proposed project appear to meet the EPA regulations effective July 1, 2011. Santa Rosa County may now take bids using these plans and specifications. A copy of the plans and specifications reviewed by the EPA must be made available at the project site during construction.

Please be reminded procurement of prime and sub contractor(s) must be in compliance with 40 CFR 31.36 and 40 CFR 33-Disadvantaged Business Enterprises (DBE) Affirmative Steps. For further explanation of the DBE requirements and to help the grantee and prime contractor(s) obtain DBE prime and sub contractors see the attachment Local Governments, Prime Contractors, and Subcontractors Responsibilities Under the EPA DBE Regulations 40CFR Part 33. The grantee must document its efforts to procure DBE bidders in the prime contractor procurement process. In addition, the low prime contractor bidder should forward their information on DBE to the grantee in the time limits to be considered responsible. The grantee must keep this information in their files.

After bids on this proposed project are received, Santa Rosa County may select the proposed projects successful bidder(s). Following that selection and prior to execution of the contract(s), please submit information on the bidding and selection process including a copy of the advertisement(s), completed bid tabulations, and the name of the chosen responsive, responsible prime contractor to the EPA for review. If the low prime contractor bidder was not chosen as the selected contractor please give an explanation. The EPA will review your documentation for compliance with Federal regulations and notify you when a notice to proceed can be issued to the contractor and construction can commence.

Local Governments, Prime Contractors, and Subcontractors Responsibilities Under the EPA DBE Regulations 40 CFR Part 33

The U.S. Environmental Protection Agency's Disadvantaged Business Enterprise Program (DBE) rule applies to procurement actions funded in part by the EPA assistance agreements awarded after May 27, 2008. The EPA Grantees (local governments or non-profits) and their Prime Contractors and DBE Subcontractors are responsible for complying with these rules during the procurement of construction, equipment, services and supplies. A list of responsibilities for EPA Grantees, Prime Contractors and DBE Subcontractors, a copy of Appendix A from the DBE regulations, and a listing of the six Good Faith Efforts follows:

EPA Grantee's Responsibilities

1. Conduct an Availability Analysis and negotiate fair share objectives with EPA, or adopt the fair share objectives of the oversight state agency revolving loan fund for comparable infrastructure.

Recipients of grants of \$250,000 or less are not required to conduct an availability analysis or adopt/negotiate fair share objectives.

2. Include a copy of Appendix A in each contract with a primary contractor.
3. Employ the six Good Faith Efforts during procurement of construction, equipment, services, and supplies
4. Require prime contractor to complete all applicable items on the following Lists of Prime Contractors Pre-Award and Post-Award Responsibilities.
5. Semiannually report DBE participation achieved to, EPA Region 4, Charles Hayes, DBE Coordinator, using EPA Form 5700-52A even if the reports are negative reports.
6. Maintain records documenting compliance with the requirements of the DBE regulations, including documentation of the local government and its prime contractor's good faith efforts.

Prime Contractor's Pre-Award Responsibilities

1. Employ the six Good Faith if the prime contractor awards subcontracts.
2. Employ the six good faith efforts even if the prime contractor has achieved its fair share objectives.
3. Provide EPA form number 6100-2 – *DBE Program Subcontractor Participation Form* and form number 6100-3 – *DBE Program Subcontractor Performance Form* to each DBE subcontractor.
4. Complete EPA form number 6100-4 – *DBE Program Subcontractor Utilization Form*.
5. Submit DBE forms 6100-3, and 6100-4 to grant recipient with bid package or proposal.



Santa Rosa Sound

Proposed Clarifier Rehabilitation

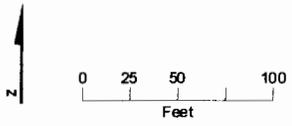


FIGURE 2
Navarre Beach WWTF Site Plan

No support documentation for this agenda item.

AGENDA

Santa Rosa County Public Services Committee Meeting, August 6, 2012, 9:00 A.M.

EMERGENCY MANAGEMENT

1. Recommend acceptance of Hazards Analysis funding agreement with the State in the amount of 9,566.00 and authorization for the Chairman to sign all related documentation. There is no matching requirement.

DEVELOPMENT SERVICES

2. Recommend approval of the mortgage subordination request for the property located at 5566 Hearn Street, Milton.
3. Recommend approval of the State Housing Initiative Partnership (SHIP), annual report and authorization for the Chairman to sign all related documentation.
4. Recommend approval of the 2012 Escambia Consortium Annual Action Plan for Housing and Community Development, acknowledgment of the receipt of "Analysis of Impediments", and authorization for Chairman to sign all related documentation.

ANIMAL SERVICES

5.
 - a. Acknowledgment and recommendations related to the Florida Animal Friends Grant in the amount of \$22,250.00 and authorization for Chairman to sign all related documentation, as well as, the corresponding budget amendment to allow for expenditure as designated.
 - b. Acceptance of an unnamed donation to the Santa Rosa County Partners for Pets Program in the amount of \$10,000.00, as well as, the corresponding budget amendment to allow for expenditure as designated by the donor.
 - c. In order to properly track and document Animal Services' donations request that a dedicated/restricted revenue line be established for donations only.



Department of Public Services

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



Tony Gomillion, Director

To: Santa Rosa County Board of County Commissioners
From: Sheryl Bracewell, Director, Emergency Management
Through: Tony Gomillion, Director, Public Services
Re: Hazards Analysis Agreement
Date: August 9, 2012

RECOMMENDATION

Request that the Board of County Commissioners accept funding for the 2012/2013 Hazards Analysis Agreement between the State of Florida, Division of Emergency Management and Santa Rosa County in the amount of eight thousand five hundred sixty-six dollars (\$8,566.00) and authorize the Chairman to sign all related documentation. There is no requirement to match the allocation with county funds.

BACKGROUND

Santa Rosa County emergency management has participated in the program for the past five years. The purpose is to conduct hazards analysis and to update the data for our county in order to help in developing and maintaining a statewide hazards analysis database. The data includes critical facilities, hazardous chemicals and their location, storage and disposition, etc. Performing the analysis enables us to monitor hazardous material, analyze the risks to the community and develop appropriate emergency response plans.

COMPLETION

The project will be managed by DEM staff.

Animal Services
Jominic Persichini
Director

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

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

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

Emergency Management
Sheryl Bracewell
Director

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

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

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

Veterans Services
Karen Haworth
Director

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

"One Team, One Goal, One Mission"



COMMUNITY PLANNING, ZONING AND DEVELOPMENT DIVISION
SANTA ROSA COUNTY, FLORIDA

Housing Program

TO: Board of County Commissioners

FROM: Janice Boone
Housing Program Manager *JBoone*

THROUGH: Beckie Cato

DATE: July 30, 2012

SUBJECT: State Housing Initiatives Partnership (SHIP)
Second Mortgage Subordination Request
5566 Hearn Street, Milton FL 32583

RECOMMENDATION:

Board approval of the request submitted on behalf of homeowner to execute a subordination agreement to be recorded in connection with a refinance of the first mortgage in the approximate amount of \$74,401.

BACKGROUND:

SHIP Second Mortgage: \$7,500
Recorded: 12/22/2006
Purpose: Home Purchase Assistance

Proposal is to reduce the annual interest rate on the first mortgage from 6.375% to 3.875%.

Current monthly principal and interest: \$492.66
Proposed monthly principal and interest: \$349.87

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



Department of Public Services

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



Tony Gomillion, Director

MEMORANDUM

TO: Board of County Commissioners
FROM: Janice Boone
Housing Program Manager *JBoone*
THROUGH: Beckie Cato, Director
DATE: July 24, 2012
SUBJECT: State Housing Initiative Partnership (SHIP)
Annual Report as of 6/30/2012
Certifications

RECOMMENDATION:

Approval to submit annual reports as prepared to Florida Housing Finance and authorization of execution of the Certification forms by the chairman and county administrator.

BACK GROUND:

Reports submitted including State Distribution, Repayments and Interest on Trust Funds:

2009/2010	Close-out	\$448,170.96	41 Families Assisted
2010/2011	Interim	\$ 71,127.63	5 Families Assisted
2011/2012	Interim	\$396,223.89	Funds Unencumbered

Annual State Distribution:

2009/2010	\$307,702
2010/2011	-0-
2011/2012	\$350,000

Form 1, annual program summary report is attached for each fiscal year. The complete annual report is available for review in the Housing Program office.

Animal Services
Dominic Persichini
Director

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

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

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

Emergency Management
Sheryl Bracewell
Director

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

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

6051 Old Bagdad Hwy, Ste 202
Milton, FL 32583
(850) 981-7075

Veterans Services
Karen Haworth
Director

6491 Caroline St, Ste 1
Milton, FL 32570
(850) 626-8724

"One Team, One Goal, One Mission"

SHIP Distribution Summary

Homeownership

Code	Strategy	Expended Amount	Units	Encumbered Amount	Units	Unencumbered Amount	Units
24	Florida Homeownership Opportunity	\$42,297.96	8				
2	First Time Homebuyer	\$234,514.96	28				
10	New Construction	\$125,000.00	5				
Homeownership Totals:		\$401,812.92	41				

Rentals

Code	Strategy	Expended Amount	Units	Encumbered Amount	Units	Unencumbered Amount	Units
Rental Totals:							
Subtotals:		\$401,812.92	41				

Additional Use of Funds

Use	Expended	Encumbered	Unencumbered
Administrative	\$35,000.00		
Homeownership Counseling			
Admin From Program Income	\$9,737.00		
Admin From Disaster Funds			

Totals: **\$446,549.92** **41** **\$0.00** **\$0.00**

Total Revenue (Actual and/or Anticipated) for Local SHIP Trust Fund

Source of Funds	Amount
State Annual Distribution	\$307,702.04
Program Income (Interest)	\$5,945.29
Program Income (Payments)	\$91,429.62
Recaptured Funds	
Disaster Funds	\$0.00
FLHOP Disbursement	\$42,297.96
Other Funds	
Carryover funds from previous year	\$796.05
Total:	\$448,170.96

* Carry Forward to Next Year: \$1,621.04

NOTE: This carry forward amount will only be accurate when all revenue amounts and all expended, encumbered and unencumbered amounts have been added to Form 1

2009/2010
Close-out Report

SHIP Distribution Summary

Homeownership

Code	Strategy	Expended Amount	Units	Encumbered Amount	Units	Unencumbered Amount	Units
6	Emergency Repair	\$14,132.21	1	\$9,110.24	1		
2	First Time Homebuyer	\$7,500.00	1	\$33,435.18	4		
Homeownership Totals:		\$21,632.21	2	\$42,545.42	5		

Rentals

Code	Strategy	Expended Amount	Units	Encumbered Amount	Units	Unencumbered Amount	Units
------	----------	-----------------	-------	-------------------	-------	---------------------	-------

Rental Totals:

Subtotals: \$21,632.21 2 \$42,545.42 5

Additional Use of Funds

Use	Expended	Encumbered	Unencumbered
Administrative	\$6,950.00		
Homeownership Counseling			
Admin From Program Income			
Admin From Disaster Funds			

Totals	\$28,582.21	2	\$42,545.42	5	\$0.00
---------------	--------------------	----------	--------------------	----------	---------------

Total Revenue (Actual and/or Anticipated) for Local SHIP Trust Fund

Source of Funds	Amount
State Annual Distribution	
Program Income (Interest)	\$3,228.51
Program Income (Payments)	\$66,278.08
Recaptured Funds	
Disaster Funds	
Other Funds	
Carryover funds from previous year	\$1,621.04
Total:	\$71,127.63

*** Carry Forward to Next Year: \$0.00**

NOTE: This carry forward amount will only be accurate when all revenue amounts and all expended, encumbered and unencumbered amounts have been added to Form 1

2010/2011
Interim Report

SHIP Distribution Summary

Homeownership

Code	Strategy	Expended Amount	Units	Encumbered Amount	Units	Unencumbered Amount	Units
3	Substantial Rehabilitation	\$24,411.78	1			\$75,243.90	4
6	Emergency Repair	\$14,641.18	2			\$30,890.74	3
2	First Time Homebuyer					\$211,562.29	15
Homeownership Totals:		\$39,052.96	3			\$317,696.93	22

Rentals

Code	Strategy	Expended Amount	Units	Encumbered Amount	Units	Unencumbered Amount	Units
Rental Totals:							
Subtotals:		\$39,052.96	3			\$317,696.93	22

Additional Use of Funds

Use	Expended	Encumbered	Unencumbered
Administrative	\$35,000.00		
Homeownership Counseling			
Admin From Program Income	\$4,474.00		
Admin From Disaster Funds			

Totals:	\$78,526.96	3	\$0.00	\$317,696.93	22
----------------	--------------------	----------	---------------	---------------------	-----------

Total Revenue (Actual and/or Anticipated) for Local SHIP Trust Fund

Source of Funds	Amount
State Annual Distribution	\$350,000.00
Program Income (Interest)	\$2,681.15
Program Income (Payments)	\$43,542.74
Recaptured Funds	
Disaster Funds	
Other Funds	
Carryover funds from previous year	\$0.00
Total:	\$396,223.89

* Carry Forward to Next Year: \$0.00

NOTE: This carry forward amount will only be accurate when all revenue amounts and all expended, encumbered and unencumbered amounts have been added to Form 1

2011/2012
Interim Report



Department of Public Services

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



Tony Gomillion, Director

MEMORANDUM

TO: Board of County Commissioners

FROM: Janice Boone
Housing Program Manager *JBoone*

THROUGH: Beckie Cato, Director

DATE: July 30, 2012

SUBJECT: 2012 Escambia HOME Consortium
Annual Action Plan and Analysis of Impediments to Fair Housing Choice

RECOMMENDATION:

- A. Approve the 2012 Escambia Consortium Annual Action Plan for Housing and Community Development detailing the use of 2012 HOME Investment Partnerships Act (HOME) funds for Santa Rosa County in the amount of **\$153,144**. 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 2012 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).
- C. Acknowledge the receipt of the updated *Analysis of Impediments (AI) to Fair Housing Choice* and approve the AI as part of the Escambia Consortium Consolidated Plan. Authorize the chairman to sign the certification of compliance.

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, known 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.

Animal Services
Dominic Persichini
Director

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

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

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

Emergency Management
Sheryl Bracewell
Director

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

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

6051 Old Bagdad Hwy, Ste 202
Milton, FL 32583
(850) 981-7075

Veterans Services
Karen Haworth
Director

6051 Old Bagdad Hwy
Ste 201
Milton, FL 32583

"One Team, One Goal, One Mission"

TO: Board of County Commissioners
SUBJECT: 2012 Escambia HOME Consortium
Annual Action Plan Approval and Submission

Date: July 30, 2012
Page: 2

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 2012 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.

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 | <i>Pensacola News Journal</i> | 3/21/12 |
| | <i>Press Gazette</i> | 4/4/2012 |
| • Public Hearing for Input | Escambia County | 4/24/12 |
| | Santa Rosa County | 4/25/12 |
| • Plan Draft Made Available
Advertised | <i>Pensacola News Journal</i> | 5/30/12 |
| 30 Day Comment Period | | |
| • Public Hearing for Draft Plan | Escambia County | 6/12/12 |
| | Santa Rosa County | 6/13/12 |

Copies of the draft Annual Action Plan were available in numerous accessible locations in Escambia and Santa Rosa Counties during the review period. This funding will encompass the HUD Program Year extending from October 1, 2012 through September 30, 2013.

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, 2012. HUD approval is anticipated in late October 2012. Upon HUD approval, funds will be released to begin implementation of housing and community development activities as outlined in the Annual Action Plan.

Additionally, the Consortium is required by HUD to prepare a new or update the existing Analysis of Impediments (AI) to Fair Housing Choice as needed. The new AI was prepared by the Florida Planning Group, Inc. Acknowledgement of the new report is required by the BOCC. Minor findings were noted and will be addressed this year by the Consortium. A summary of the report is attached and a full copy is available in the housing program office.

Attachments:

- Third Program Year Action Plan (3rd of 5)
- Public Notice Escambia Consortium Consolidated Plan Summary
- *Analysis of Impediments to Fair Housing Choice* Summary (Marked as EXHIBIT II)

Animal Services
Dominic Persichini
Director

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

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

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

Emergency Management
Sheryl Bracewell
Director

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

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

6051 Old Bagdad Hwy, Ste 202
Milton, FL 32583
(850) 981-7075

Veterans Services
Karen Haworth
Director

6051 Old Bagdad Hwy
Ste 201
Milton, FL 32583

"One Team, One Goal, One Mission"



Third Program Year Action Plan

The CPMP First Annual Action Plan includes the SF 424 and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

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 3 (2012) 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.
4. 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 3 (2012) 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				Private & Non-profit

(for profit & 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 3 (2012) 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:

- o Housing and Community Development Activities (County):
 Contact: Neighborhood Enterprise Foundation, Inc. (NEFI)
 P.O. Box 18178
 Pensacola, Florida 32523
 Phone: (850) 458-0466 Fax: (850) 458-0464
- o Housing and Community Development Activities (City):
 Contact: City of Pensacola

Housing Department
P. O. Box 12910
Pensacola, Florida 32521
Phone: (850) 858-0350 Fax: (850) 595-0113

o Assisted Housing (County and City):

Contact: City of Pensacola
Housing Department
P. O. Box 12910
Pensacola, Florida 32521
Phone: (850) 858-0350 Fax: (850) 595-0113

o 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:

o 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

o 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 3 (2012) 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 March 31, 2012 and May 30, 2012, in the *Santa Rosa Press Gazette* on April 4, 2012, as well as disseminated through email listservs and on the Escambia County website. 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 3 (2012) 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 3 (2012) 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 and the County's designated administering agency, NEFI, 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, administers the program on a day to day basis. Santa Rosa County, though not a direct NSP1 recipient, has received an NSP1 award through the State of Florida Department of Community Affairs (now the Department of Economic Opportunity) and it is being administered by its Housing Program staff.

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 designated agent, Neighborhood Enterprise Foundation, Inc.; the City of Pensacola's Housing Department; 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 compiled into a Consolidated Plan Annual Performance Report (CAPER) which combines the composite accomplishments of the CDBG, HOME, 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 (Loaves and Fishes Soup Kitchen, Inc. and INSERT); and three HOME/CHDO agencies (Community Enterprise Investments, Inc., AMR at Pensacola, Inc., and Circle, 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, SHIP 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, and increased awareness of disability accommodations in trainings provided by the Pensacola Association of Realtors and the Escambia-Pensacola Human Relations Commission.

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 3 (2012) 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.

All 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. 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 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 3 (2012) 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 2012 AFFORDABLE HOUSING ACTIVITIES

ACTIVITY NAME	OUTPUT	FUNDING SOURCE	CLIENT POPULATION	PARTNER AGENCIES
Moderate Rehabilitation of Homeowner Occupied Units	9 units 1 units	CDBG NSP	0-80% AMI 30-120% AMI	CHDO's

Substantial Rehabilitation /Reconstruction of Homeowner Occupied Units	4 units	HOME ¹ SHIP	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	units	NSP	0-50% AMI	Area Housing Commission, BRACE
Rental Assistance	See Summary of Rental Assistance Activities under City of Pensacola			

¹The HOME Program requires a 25% local cash match. This matching requirement is being met through the allocation of SHIP funds. HOME Program financed Temporary Relocation is also provided in conjunction with this activity

**CITY OF PENSACOLA, FLORIDA
2012 AFFORDABLE HOUSING ACTIVITIES**

ACTIVITY NAME	OUTPUT	FUNDING SOURCE	CLIENT POPULATION	PARTNER AGENCIES
Moderate Rehabilitation of Homeowner Units	3 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 for Emergency Cases	HOME TBRA	0-50% AMI	
Down Payment/Closing Cost Assistance for Homebuyers		HOME	0-80% AMI	

¹The HOME Program requires a 25% local cash match. This matching requirement is being met through the allocation of SHIP funds. HOME Program financed Temporary Relocation is also provided in conjunction with this activity.

²The City of Pensacola will apply for additional Section 8 Rental Assistance 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. Furthermore, the current Congressional discussions regarding "block granting" Section 8 Voucher assistance makes it very difficult to provide projections of future activity.

**JOINT ESCAMBIA/PENSACOLA
2012 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 (NEFI) 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	units 2units 1 units	SHIP NSP1 NSP3	50-80% AMI 50-120% AMI	CHDO's
New Housing Construction for VLI Homebuyers	20 units	NSP2	0-50% AMI	Pensacola Habitat for Humanity
Acquisition, Rehab, Conversion and/or New Construction of Affordable Rental Units	48 units	CDBG- Disaster Recovery/	0-50% AMI	Area Housing Commission

**SANTA ROSA COUNTY, FLORIDA
2012 AFFORDABLE HOUSING ACTIVITIES**

ACTIVITY NAME	OUTPUT	FUNDING SOURCE	CLIENT POPULATION	PARTNER AGENCIES
Emergency Repair of Homeowner Units	2 units	SHIP	0-50% AMI	
Substantial Rehabilitation /Reconstruction of Homeowner Units	7 units	HOME	0-80% AMI 0-50% AMI	
Down Payment/Closing Cost Assistance for Homebuyers	30 units	HOME	30-80% 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 3 (2012) 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 also a priority and renovations are in progress on units owned by the Area Housing Commission through the use of State of Florida DREF funds and Neighborhood Stabilization Program3 funds. 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 in **Exhibit II**.

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 3 (2012) 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. 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 will make recommendations to its respective local governments concerning monetary and non-monetary incentives concerning regulatory reform with respect to affordable housing.

HOME/ American Dream Down Payment Initiative (ADDI)

1. Describe other forms of investment not described in § 92.205(b).
2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.
3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:
 - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
 - b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
 - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
 - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
 - e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
 - f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.
4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
 - a. Describe the planned use of the ADDI funds.

- b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
- c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

Program Year 3 (2012) Action Plan HOME/ADDI response:

- (1) Describe other forms of investment not described in § 92.205(b).

No form of investment other than those denoted in § 92.205(b) are proposed. However, for summary purposes, the forms of investment planned by the members of the Consortium include:

a. Deferred Payment Grant (DPG): Investment of HOME funds with repayment deferred over a five year period during which the principal amount is depreciated by twenty percent (20%) per year. Assuming homeowner occupancy for the full five year period, and compliance with related HOME requirements, the DPG is depreciated to zero (\$0) at the end of the five year period. The HOME investment will be secured at a minimum by a lien agreement.

b. Deferred Payment Loan (DPL): Investment of HOME funds with repayment deferred over an extended period of time during which no repayment is required. The deferral period is normally from the project/unit completion until the sale or transfer of the subject property from the assisted owner occupant to another party. The HOME investment is secured by mortgage.

c. Low Interest Loan (LIL): Investment of HOME funds at below market interest rates for a period normally not exceeding five (5) years. Regular monthly payments are required based upon an amortization of the total loan amount. The HOME investment is secured by mortgage.

d. Direct Grant (DG): Investment of HOME funds for the direct benefit of very low income, elderly or handicapped families with no requirement for said funds to be repaid. This form of assistance shall be limited to Tenant Based Rental Assistance (TBRA) Payments and related security deposit payments.

e. Interest and/or Non-Interest Bearing Loans/Advances: Investment of HOME funds to assist with predevelopment costs and expenses as required to ensure proper project design and completion. Such advances may be interest or non-interest bearing and shall be repaid, in full including interest (if applicable), at the time of commitment to project development/construction, unless waived by Escambia County. Said investment shall be secured by executed loan agreement and note.

It is anticipated that: Deferred Payment Grant, Deferred Payment Loan and Low Interest Loans will be primarily utilized in conjunction with the Moderate/Substantial Rehabilitation/Reconstruction; Low Interest Loans and/or Interest/Non-Interest Bearing Loans/Advances may be employed in

the CHDO housing development activities; Deferred Payment Loans will be the primary mode of investment for Homebuyer Assistance activities (down payment or second mortgage assistance); and Direct Grants shall be limited to the TBRA and TBRA Security Deposit activity. However, the Consortium reserves the right to utilize these financing alternatives in any combination allowed under the HOME Regulations. The Consortium does not intend to use other forms of investments except as allowed under the HOME Program regulations.

(2) Homebuyer resale or recapture guidelines:

Generally, the Escambia Consortium shall employ **recapture provisions** for purposes of the various activities financed with HOME funds.

Homebuyer assistance will be provided in the form of a Deferred Payment Loan at 0% interest secured by mortgage and note. The affordability period (and mortgage term) shall be fifteen (15) years and the loan will be forgiven at the end of the affordability period assuming compliance with all HOME requirements. HOME funds may be used to assist homebuyers with down payment and closing costs and/or principal mortgage reduction assistance. The sale, rental or transfer of ownership during the mortgage term shall be a default whereupon the HOME investment shall be **recaptured/repaid** (repayment in full, subject to available net proceeds, shall be required for defaults within the affordability period). The amount of the HOME **recapture shall be limited** to the net proceeds available from the sale of the assisted home.

(3) Use of HOME funds to refinance existing multifamily debt:

Not applicable to the Escambia Consortium. HOME or ADDI funds will not be used to refinance existing multifamily housing debt.

(4) (a) Planned use of ADDI Funds by the Consortium:

N/A. The Consortium does not anticipate receiving any ADDI funds during the program year.

(b) Targeted outreach to residents of public and assisted housing:

Escambia County and the City of Pensacola work closely with the Area Housing Commission, the Public Housing Authority, and internally with the Pensacola Housing Department, which administers the Section 8 Rental Assistance Program, regarding mutually supporting plans that actively support the transition from supported/assisted housing to homeownership. This process has worked extremely well utilizing the SHIP First Time Homebuyer and the Second Mortgage Programs. Utilizing the purchase assistance and homeownership counseling afforded families by these SHIP Programs, many families have successfully made the move from public/assisted housing to homeownership. Some rental projects funded through Florida Housing Finance Corporation have provisions allowing tenants to receive a portion of their rent in down payment assistance provided that they have not violated their lease terms. Formerly homeless families who have been assisted through local supportive housing initiatives have also successfully used the SHIP Program to attain homeownership.

(c) All families participating in the homeownership program are required to participate in homeownership counseling and education classes. There are

currently two HUD certified housing counseling agencies serving Escambia and Santa Rosa counties, Community Enterprise Investments, Inc. (CEII) and Consumer Credit Counseling Services of West Florida, Inc. (CCCS). Individual counseling and educational opportunities will also be provided under the Homebuyer's Club and the Foreclosure Prevention Program jointly offered by the City of Pensacola and Escambia County to provide opportunities to review each individual's current situation and discuss options for assistance regarding homebuying and foreclosure prevention.

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 3 (2012) 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	150 clients	ESG DCF McKinney Act	0-50% AMI	Loaves & Fishes Soup Kitchen, Inc.
Support the Development Of New Emergency, Transitional & Permanent Housing for the Homeless/Special Needs	10 units 3 units	HOME SHIP NSP1	0-50% AMI	CEII, Pathways for Change Loaves & Fishes Soup Kitchen, Inc.
Facilitate Development of the		COC	0-50% AMI	EscaRosa

COC Plan & Related Project
Prioritization Process

Super-
NOFA

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 III)* 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 3 (2012) 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 for the period encompassing the next five years, 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 V** incorporates a series of maps that accurately depict the local Community Redevelopment Areas, CDBG target areas, Brownfields, and Enterprise Zones.

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.

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 Neighborhood Network Centers initiative).

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).

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

Health Facilities:

1. Continue enhance of public health facilities to enhance access and coordination in the delivery of all public health services in the Consortium.

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

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 information are long-standing priorities for which funds have not been available. Further continuing decreases in CDBG funding continue to lengthen the amount of time required to accomplish many of these expensive community improvement

priorities. Therefore, in many cases, plans and designs are available which will enhance the ability to implement such projects in relatively short order, should funds become available. The major scheduling issues would involve projects with joint funding from various agencies. These projects will have to be monitored to ensure the tie-in with the availability and implementation requirements of such resources.

(2) Community Development Objectives:

a. Short term Community Development Objectives:

See Project Worksheets included in the Annual Plan for immediate, short term objectives applicable to the 2012 Program Year.

b. Long term Community Development Objectives:

See the Community Development Needs, Objectives and Prioritization tables included in the Escambia Consortium Five Year Consolidated Plan (2010-2014) for long term goals and objectives applicable for this fiscal year.

Antipoverty Strategy

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

Program Year 3 (2012) Action Plan Antipoverty Strategy response:

1. Ultimately, earning a livable wage is the real the key to elimination of poverty. If a family earns enough to support their basic living requirements, the necessity for many of the poverty based subsidies are significantly reduced or potentially eliminated. Therefore, the Consortium local governments will work very closely with the Pensacola Bay Area and Santa Rosa Chambers of Commerce to foster the development and expansion of quality, high paying jobs in the area.

2. Activities are and will continue to be coordinated with the EscaRosa Regional Workforce Board to secure employability training, job skills development, basic or remedial training required education, vocational training, and re-training for unskilled or underemployed individuals to enhance their earning capacity.

3. The Escambia County Community Affairs Department operates a highly successful "Workfare Program" designed to require that families receiving food stamps participate in employment orientation and skills development activities on a continuing basis. On the job training associated with the program frequently offers the potential for successful transition or placement into permanent employment.

4. Contractors and others working in conjunction with the CDBG, HOME, NSP, and SHIP programs are encouraged to incorporate employment opportunities for the unemployed or underemployed residents of the neighborhoods in which our activities are undertaken. The construction industry is very strong in the local area, and this offers major employment potential and opportunity for job skills development in a formal or informal apprentice manner.

5. Unite Escambia is a community-wide movement in pursuit of a shared Community Vision: "A healthy community where all have the inspiration and opportunity to

succeed.” Unite Escambia has developed a team-based approach to community problem solving that addresses many of the community's top issues, including Education, Environment, Health, Housing and Poverty. Formerly known as the Escambia Community Collaborative, Unite Escambia was created in August 2006 as the result of a partnership among United Way of Escambia County, the Escambia County Health Department, and Partnership for a Healthy Community. Hundreds of individual, business, government, and nonprofit partners have since become involved. Specific anti-poverty initiatives include the Bridges to Circles group, which matches people living in poverty who have a strong desire to improve their lives with Allies who provide support necessary to help assist with self-sufficiency and stability. More information can be found at:

<http://www.uniteescambia.com/index.php/poverty/get-involved-5/BTC>

NON-HOMELESS SPECIAL NEEDS HOUSING

Non-homeless Special Needs (91.220 (c) and (e))

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.
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 3 (2012) Action Plan Specific Objectives response:

- (1) Non-Homeless Special Needs:

Elderly/Frail Elderly:

The major focus of this discussion is upon the "frail elderly." Primary goals for assisting the frail elderly include: encouraging the development of supportive housing and associated supportive services that are designed to enable the frail elderly individual to live as independently as possible; and development of additional opportunities for appropriately designed/targeted Assisted Living Facilities for all affordability ranges. A list of Supportive Living facilities is included in **Exhibit IV**.

Persons with Disabilities:

- (a) Persons with Developmental Disabilities:

Major focus is upon enabling the disabled individual to live as independently as possible in his/her community through the provision of critical supported living arrangements and necessary supportive services designed to meet the individual needs of the client. Small and intermediate group homes, and private foster homes are licensed by the State for the provision of supportive housing for persons with developmental disabilities.

- (b) Persons with Physical Disabilities:

Members of the consortium will continue efforts to make public facilities and assisted housing accessible to the disabled in accordance with requirements of the ADA and Section 504 Handicapped Accessibility Standards.

(c) Persons with Alcohol/Drug Addictions:

The Consortium will support efforts of service providers to expand the level of services and accessibility to services, especially for the lower income population.

(d) Persons with HIV/AIDS:

Expansion of supportive services for persons with HIV/AIDS as coordinated by EASE is an important HOWPA activity. The Consortium will support efforts of EASE to secure additional HOWPA and related funding for this and related purposes.

Housing Opportunities for People with AIDS

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.
4. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
5. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.
6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.

9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

Program Year 3 (2012) Action Plan HOPWA response:

The Escambia Consortium does not qualify for a HOWPA allocation. Therefore, this section is not applicable to the Consortium.

Specific HOPWA Objectives

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 the Action Plan.

Program Year 3 (2012) Specific HOPWA Objectives response:

The Escambia Consortium does not qualify for a HOWPA allocation. Therefore, this section is not applicable to the Consortium.

Other Narrative

Include any Action Plan information that was not covered by a narrative in any other section.

NONE.

General Discussion Regarding Obstacles to meeting Underserved Needs and Planned Actions (rather than repeating this information numerous times, this summary response is intended to collectively address all references to planned actions in this section):

Obstacles to Meeting Underserved Needs:

With the approval of the Florida Growth Management Act in the late 1970's and the continuing implementation thereof, the process of addressing community needs and the level to which existing and proposed public policies prohibit or diminish the effectiveness of efforts to develop and maintain affordable housing is well underway. The Housing Elements of the City of Pensacola, Escambia County, and Santa Rosa County Comprehensive Plans address the affordability issue and provide guidelines in terms of goals, objectives, and policies related thereto. Although development restrictions and regulatory oversight are generally less stringent than in south Florida jurisdictions, the growth limitations, red tape, mandatory/non-optional construction standards and "development" related costs (non-construction) have continually driven the cost of housing upward. Since the onset of major hurricanes in 2004 and 2005, insurance costs have witnessed marked increases, a fact that is rapidly squeezing many low and moderate income homebuyers out of the local market. Information regarding issues of specific concern is provided below:

- a. Tax Policies:* The Federal Low Income Housing Tax Credit (LIHTC) has emerged as the major incentive which can be effectively used to foster

development of affordable rental housing. However, it must be noted that the inherent complexity of the housing tax credit process limits the participation of many small/less sophisticated developers (the type of firm typically operating in northwest Florida). The Florida Housing Finance Corporation (FHFC) has made meritable efforts to market the use of LIHTC for developments of adequate size to justify the participation costs, and some strides have been made in this regard. The decline in the availability of state funding has impacted the availability of these funds.

Though potentially an affordable housing development incentive, local governments have little capacity to waive property taxes as this is the primary source of operating revenue for many jurisdictions, and one paid only by a limited sector of the local population in the State of Florida (due to the statutory homestead exemption of property valued at less than \$25,000). The low income owner/occupant of a homestead property that is valued at less than \$25,000 currently does not pay property taxes in Florida jurisdictions.

b. Land Use Controls: Local governments in the State of Florida are mandated to adopt land use regulations to implement the goals, objectives, and policies of each jurisdiction's comprehensive plan. Locally, the City of Pensacola's Land Development Code, Escambia County's Land Development Code, and Santa Rosa County's Land Development Regulations place legal restrictions upon development within the City and the two Counties. However, for purposes of affordable housing production, though costs are increasing, there is adequate property available for development and redevelopment within the jurisdictions to provide the needed housing, especially in the non-concentrated fashion desired for this community. The land use regulations include limited flexibility provisions, which have been effectively utilized in the City of Pensacola, Escambia County and Santa Rosa County to promote or enhance the development of sites for affordable housing. The ability to alter or waive land use regulations is highly limited in the State of Florida based upon the statutory requirements of the Growth Management Act and various environmental laws under the governance of the Florida Department of Environmental Protection and the Federal Corp of Engineers.

c. Zoning Ordinances: Local zoning ordinances have been developed to protect property rights while ensuring prudent development within each jurisdiction. Any such action by a governmental body inherently creates restrictions which have the ultimate effect of limiting the utilization of real property. Development restrictions, permitting, concurrency standards, and project approval requirements unquestionably add costs to the provision of housing, infrastructure, and related support, and the cost can be significant in multi-unit rental subdivision developments. This situation can be found in virtually all projects that are supported by local, state and federal resources. Zoning ordinances are in effect in the urbanized areas of unincorporated Escambia County, Santa Rosa County, the City of Pensacola, and the Town of Century. The ordinances specify development categories, zoning classifications, and allowable types and levels of development in each defined zone. Provisions are included in the ordinance which allow flexibility with regard to promotion and development of affordable housing, such as the placement of for manufactured homes, modular housing construction, waiver of setback requirements, and variation of densities (to the extent that environmental concerns are not neglected in such matters).

d. Building Codes and Related Fees: Jurisdictions within Escambia and Santa Rosa Counties utilize the Florida Building Code as guide for the inspection and approval of residential and commercial structures. The Code includes specific standards which are applicable to the various construction trades, and in many instances these requirements add to the cost of development of housing. The Code is viewed as an acceptable minimum building standard, and as such, enforcement of code requirements is deemed prudent for the public's protection. Permit, inspection and impact fees, and the land use certification process all add significant costs to the development of housing units which are available for sale to the public. It is estimated that the average cost of a housing unit in Escambia County/City of Pensacola is increased by approximately \$3,500-4,000 as a result of these "development" requirements. However, in light of damages sustained throughout the state due to hurricanes, any attempts to reduce, modify or limit the proper application of such codes must be reviewed/evaluated thoroughly. It is quite evident that the application and enforcement of many of the requirements is a critical factor in coastal areas with respect to the potential for saving housing stock from extreme levels of destruction under such circumstances. Costs associated with hurricane hardening have already begun to impact the affordability of housing within the State of Florida.

e. Code Enforcement: The City of Pensacola administers a code enforcement program that is designated to address housing code violations through the renovation and/or demolition of substandard units. Through the Code Enforcement Board the City provides a mechanism for the review of potential violations, and ultimately, compliance with Minimum Housing Code. Actions of the Board can include the levying of fines for non-compliance. Escambia County has strengthened its Environmental Enforcement Division within the Corrections Department. However, at the present time, neither Santa Rosa nor Escambia County have an adopted Minimum Housing Code, and therefore, housing code enforcement is only undertaken in cases which clearly create a threat to the public health or safety, in which circumstances, the enforcement is carried out through each County's Environmental Enforcement Division/Office and/or applicable provisions of State law governing public health. Under such provisions, vacant dilapidated structures are cited for deficiencies and unless improved by the owner within a defined time period, they are subsequently razed. These measures are not perceived as barriers to the development or preservation of affordable housing in the local community. Code enforcement can actually be highly positive as a redevelopment tool.

f. Growth Limits: The Florida Growth Management Act requires the development and/or protection of real property within jurisdictional boundaries in accordance with a State approved local government comprehensive plan. The effect of such plans is to limit or control the rate, density and type of growth within the State of Florida, primarily to ensure the availability of adequate infrastructure. At present, Escambia County, the City of Pensacola, the Town of Century, and Santa Rosa County have approved Comprehensive Plans which meet the requirements of the Florida Department of Community Affairs (DCA), the State agency responsible for implementation of the Act. This Plan will virtually eliminate additional development of protected wetland and protected coastal areas within the Consortium. Based upon the current availability of buildable residential properties and usable redevelopment property, this requirement is not anticipated to have a major impact upon housing affordability for the duration of this Plan. But as

growth begins to force residential development into the proximity of these protected areas, the cost impacts will quickly begin to spiral.

g. Development/Impact Fees: Due to the level of demand being placed upon the infrastructure in most Florida localities, the use of impact or development fees to offset development costs has become quite widespread. Though minimal in comparison to fees levied in most South Florida communities, in combination local impact fees can easily approach \$3,000 per unit for single family or multi-family housing, with the predominant item being water and sewer impact fees.

h. Exclusionary Practices: There are no specific local practices identified as discriminatory or exclusionary with respect to land use or zoning, however, through the locally appointed Affordable Housing Advisory Committees this issue along with identification of various types of impediments to affordable housing are being examined. Though not based in regulation or policy, but rather in individual opinion, the "Not In My Back Yard" (NIMBY) syndrome continues to be in evidence within the local community.

Planned Strategies to Overcome Obstacles/Gaps/Weaknesses:

In order to address the obstacles, system weaknesses, or gaps in services identified in this section, the following efforts will be continued or initiated during the coming year:

- a. Apply and/or endorse appropriate applications and secure the maximum feasible level of financial support from Federal, State and other funding for use in meeting the housing needs.
- b. Promote and encourage enhanced coordination among the various service providers operating within the local jurisdictions.
- c. Pursue a special waiver and/or reductions of fees and costs associated with the development of affordable housing for lower income persons.
- d. Request that governmental bodies at all levels take actions to reduce paperwork, application requirements, and eliminate non-essential/duplicative requirements associated with the provision of housing services.
- e. Support the effective utilization and continuation of non-traditional dedicated "housing specific" funding resources for use in meeting the identified needs (such as Florida's Documentary Stamp Surtax), and to effectively implement the Neighborhood Stabilization Program (NSP1) as approved by the HERA.
- f. Work closely and cooperatively with private financial institutions to attain an expanded lending volume and increased level of participation specifically targeting the housing improvement loan needs of lower income homeowners, especially those owners who reside within identified redevelopment areas.
- g. Establish ongoing working relationships with non-profit agencies to effectively utilize their abilities in fostering affordable housing production in both the homeowner and rental sectors. Encourage these agencies to participate in training and technical assistance activities designed to increase capacity and expertise. Provide funds where possible to build capacity and production levels.

h. Strengthen partnerships and leverage funds through local, state, federal and private organizations whenever possible in support of affordable housing.

i. The Consortium has vastly increased the level of effort and coordination with the rental development sector in an effort to foster quality mixed income workforce rental housing development in the community.

j. The City of Pensacola, Escambia County, and Santa Rosa County have prepared Affordable Housing Incentive Plans which outline measure to be undertaken locally to foster development of quality rental and homeowner housing (See **Exhibit VI**).

PUBLIC NOTICE

The Escambia Consortium, comprised of Escambia County, the City of Pensacola, Santa Rosa County, Florida, announces initiation of the public participation process that will facilitate the preparation of the Escambia Consortium 2012//2013 Consolidated Plan/Annual Housing and Community Development Plan for the period October 1, 2012 - September 30, 2013. This process serves as a collaborative tool for the community by identifying or updating existing conditions in the Consortium's member jurisdictions with respect to housing and community development needs, goals and objectives.

The Consortium's 2012-2013 Annual Plan for Housing and Community Development will identify the community's housing and community development priorities, and target strategies to address priorities established in the 2010-2014 Escambia Consortium Consolidated Plan which will be implemented during the next Federal Fiscal Year. The 2012/2013 Annual Plan, when complete, will denote the Escambia Consortium's action plan for the utilization of resources provided through the FY 2012 Community Development Block Grant, FY 2012 HOME Investment Partnerships Act, FY 2012 Emergency Solutions Grant, and other HUD programs designed to address housing and community development needs.

TWO PUBLIC HEARINGS are being sponsored by the Consortium to afford citizens the opportunity to provide input and recommendations regarding assisted housing, housing related needs/priorities, supportive housing needs, and non-housing community development needs within the Consortium. **The TWO public hearings concerning the development of the 2012-2013 Escambia Consortium Annual Plan will be held at 2:00 P.M. on Tuesday, April 24, 2012, at the Pensacola Housing Office, Conference Room, 420 West Chase Street, Pensacola, Florida; and at 9:00 A.M. on Wednesday, April 25, 2012 in the Santa Rosa County Public Services Complex, Housing Office Conference Room, 6051 Old Bagdad Highway, Milton, Florida. The Escambia/Pensacola hearing will also incorporate information regarding the Analysis of Impediments to Fair Housing.**

The Escambia Consortium adheres to the Americans with Disabilities Act and will make reasonable modifications to 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 direct input provided during the public hearings, written comments or input regarding local housing needs or priorities will be accepted through **May 4, 2012**, and 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 858-0350 (City of Pensacola), or Janice Boone at 981-7076 (Santa Rosa County).

Wilson B. Robertson
Chairman, Escambia County
Board of County Commissioners

Ashton J. Hayward, III
Mayor
City of Pensacola

Jim Williamson, Chairman
Santa Rosa County
Board of County Commissioners

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 2012/2013 Annual Housing and Community Development Plan for the period October 1, 2012 - September 30, 2013. The draft Annual Plan denotes key agencies and individuals participating in the planning process and identifies the Consortium's 2012/2013 Annual Action Plan for the utilization of Community Development Block Grant (CDBG), HOME Investment Partnerships Act (HOME), Emergency Shelter (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 2012 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 Department
420 West Chase Street
Pensacola, Florida
(Closed on Fridays)

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

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

County Administrator's Office
Santa Rosa County Administrative Complex
6495 South Caroline Street
Milton, Florida

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

ESCAMBIA CONSORTIUM, FLORIDA
ANNUAL ACTION PLAN SUMMARY
(October 1, 2012 - September 30, 2013)

This section of the Plan incorporates the Consortium's application to the U.S. Department of Housing and Urban Development for Program Year 2012 Community Development Block Grant (CDBG), HOME Investment Partnerships Act (HOME) and Emergency Shelter Grant (ESG) funding in the total amount of **\$3,570,780** which is detailed as follows. (Congress approved major funding cuts to the 2012 CDBG and HOME Programs which are reflected in this Plan). The actual final allocations may vary to some degree from that cited below):

ESCAMBIA COUNTY
2012/2013 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
PROPOSED BUDGET AND ACTIVITIES DESCRIPTION

HOUSING REHABILITATION:

FUNDING:

Housing Rehabilitation Program (General)

\$510,500*

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 9 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)

TEMPORARY RELOCATION:

\$20,000

Funds to provide temporary relocation for families whose dwelling units are being rehabilitated via the County's Housing Rehabilitation Program. (Unincorporated Escambia County)

PROGRAM PLANNING, ADMINISTRATION AND FAIR HOUSING:

General Grant Administration/Management

\$308,554

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

Escambia County Community Redevelopment Agency

\$10,000

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

\$200,000

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, and Englewood), 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).

BLIC 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 2,000 rural elderly citizens in Cantonment, Century, Davisville and McDavid in Escambia County, Florida. (132 Mintz Lane, Cantonment)

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, and Palafox Corridor Community Redevelopment Areas, as well as County's Enterprise Zone.

DEMOLITION/CLEARANCE

Demolition/Clearance of Unsafe Structures or Properties

\$25,000

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 Community Redevelopment Areas and Century.

PUBLIC FACILITIES AND IMPROVEMENTS:

Fire Hydrants/Water Main Upgrade

\$120,000

Provides for installation of fire hydrants and adequately sized water supply mains in CDBG Target Area low 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

\$50,000

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

Community Redevelopment Facade Improvement Program

\$0

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

\$200,720

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 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.

Redevelopment Area Neighborhood Renewal Incentive/Initiative

\$0

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, and Palafox Corridor Community Redevelopment Areas.

TOTAL 2012 ESCAMBIA COUNTY CDBG FUNDS PROJECTED

\$ 1,685,274

=====

**CITY OF PENSACOLA
FY2012-2013 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
PROPOSED BUDGET AND ACTIVITIES DESCRIPTION**

FUNDING

HOUSING REHABILITATION:

Housing Rehabilitation Loan/Grant Programs

\$333,212*

Funds to rehabilitate substandard owner-occupied houses for low and moderate income persons; to physically modify residential structures to accommodate the needs of low and moderate income persons with disabilities (Residential Handicap Accessibility Program); and to provide for the administration of the Housing Rehabilitation Programs, including the Residential Handicap Accessibility Program, the Housing Repair Assistance Program, and other related housing rehabilitation activities. It is anticipated that this funding will rehabilitate 3-4 owner occupied housing units. Due to limited funding, housing rehabilitation is limited to first time applicants. Preference will be given to housing units located in the Westside neighborhood area which is generally defined by the corporate limit line on the north (Baptist Hospital), City limits on the west, Pine Street on the South, and "A" Street on the east. Should it be necessary to prioritize projects due to funding limitations, priority for these housing rehabilitation programs will be given first to eligible elderly and disabled applicants residing within the preference area and then the city limits. (City Wide)

*All program income from housing rehabilitation loans will be used to rehabilitate substandard homeowner occupied units for low and moderate income families located within the corporate limits of the City of Pensacola (estimated program income is \$115,000). (City-wide)

Temporary Relocation

\$ 2,150

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)

PUBLIC SERVICES:

Council on Aging of West Florida, Inc. (COA)

\$65,000

Funds will provide approximately 15,890 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

\$38,400

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)

CODE ENFORCEMENT:

Code Enforcement

\$34,900

Funds to provide code enforcement on structures located within the CDBG target area that are deteriorating or deteriorated to a point 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 on structures located within targeted low and moderate income areas within the CDBG Target Area. (CDBG Target Area)

**Westside Neighborhood Improvements - Removal of Slum and Blight/
Public Facilities Improvements/Park Improvements**

\$89,700

Funds to provide for improvements in the Westside Neighborhood area which is generally defined by the corporate limit line on the north (Baptist Hospital), City limits on the west, Pine Street on the South, and " Street on the east. Improvements may include: removal of slum and blighted conditions, including actual or suspected environmental contamination issues, and support acquisition/remediation/demolition costs associated with vacant or abandoned properties; street paving including the installation of handicap curb cuts and related improvements; sidewalk construction/reconstruction and related improvements; new street lighting; and park improvements. A portion of these funds will be used to reimburse the City of Pensacola for pre-award costs associated with removal of slum and blighted conditions.

FY2012-2013 PROGRAM PLANNING AND ADMINISTRATION:

General Grant Administration/Management

\$138,100

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

TOTAL FY2012-2013 CDBG PROPOSED BUDGET

\$ 701,462

Funding Reconciliation:

Projected FY2012-2013 CDBG Grant Allocation \$ 688,838

Carryover from Completed Projects \$ 12,624

TOTAL FUNDS AVAILABLE

\$ 701,462

ESCAMBIA CONSORTIUM
2012-2013 HOME INVESTMENT PARTNERSHIPS ACT (HOME)
PROPOSED BUDGET AND ACTIVITIES DESCRIPTION
FOR MEMBER JURISDICTIONS

RECOMMENDED PROGRAM ACTIVITIES

FUNDING

ESCAMBIA COUNTY:

SUBSTANTIAL HOUSING REHABILITATION/RECONSTRUCTION **\$410,192**

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 4 to 5 severely substandard homeowner occupied housing units. (Escambia County)

CITY OF PENSACOLA:

SUBSTANTIAL HOUSING REHABILITATION/RECONSTRUCTION **\$205,158**

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 **\$150,368**

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 w/moderate income homebuyers to purchase an affordable home. It is estimated that this funding will assist 13-15 families. (Santa Rosa County)

JOINT HOME ACTIVITIES (CONSORTIUM-WIDE):

RENTAL HOUSING DEVELOPMENT (CHDO SET-ASIDE) **\$153,144**

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

ADMINISTRATION/MANAGEMENT (JOINT)

\$102,096

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

2012 HOME Funds Available to the Consortium (FINAL) **\$ 1,020,957**
(Local match provided through limited SHIP funds and carry forward match balance)

TOTAL 2012 HOME FUNDS PROJECTED

\$ 1,020,957
=====

2012-2013 EMERGENCY SOLUTIONS GRANT (ESG)
PROPOSED BUDGET AND ACTIVITIES DESCRIPTION

Activity ESG 12 – Emergency Shelter/Operations: **\$ 87,690**
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 ESG 12 - Rapid Re-Housing & Homeless Prevention **\$ 48,166**
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.

Activity ESG 12 - Homeless Management Information System (HMIS) Enhancements **\$ 15,000**
Supports the Homeless Management Information System (HMIS) and associated policy/procedures, data integration, information sharing among various provider agencies, long term funding and system growth and avoidance of duplication of benefits with respect to clients.

Administration **\$ 12,231**
Administrative Cos (7.5%): \$4,077 to EscaRosa Coalition on the Homeless Project Management & \$8,154 to Escambia County Indirect Cost

TOTAL 2012 ESG FUNDS PROJECTED **\$163,087**
=====

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 2012/2013 Annual Plan. **The hearings will be held at 2:00 P.M. (CST) on Tuesday, June 12, 2012, in the Pensacola Housing Office, Conference Room, 420 West Chase Street, Pensacola, Florida; and at 2:00 P.M. (CST) on Wednesday, June 13, 2012 at Santa Rosa County Public Services Complex, Housing Office Conference Room, 6051 Old Bagdad Highway, Milton, Florida.** All interested citizens are urged to attend and participate. 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, suggestions 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 **JULY 5, 2012**. 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 858-0350 (City of Pensacola), or Janice Boone at 981-7076 (Santa Rosa County).

Wilson B. Robertson
Chairman, Escambia County
Board of County Commissioners

Ashton J. Hayward, III
Mayor
City of Pensacola

Jim Williamson, Chairman
Santa Rosa County
Board of County Commissioners

Introduction

The purpose of the *Analysis of Impediments to Fair Housing* is to review the housing choices in the jurisdiction to determine whether those choices are available to all. The Fair Housing Act specifies that housing occupancy shall not be affected by **race, color, religion, sex, familial status, disability, or national origin.**

The Escambia Consortium is preparing this Analysis in order to "affirmatively further fair housing" as required by three HUD programs in which it participates: the Community Development Block Grant Program, the HOME housing program, and the Emergency Shelter Grant Program. The funding for the Analysis came from the first two programs. The Escambia Consortium consists of Escambia County, the City of Pensacola, Santa Rosa County, and the City of Milton.

The Analysis includes a demographic profile of the entities' population and housing market, research to determine the current fair housing status in the consortium, an identification of impediments, and recommended actions to address/eliminate impediments. A schedule for the recommended actions is also included.

The Consortium prepared this Analysis with assistance from Florida Planning Group, Inc. Escambia County's Neighborhood Enterprise Foundation will continue to maintain records concerning fair housing activities, and will be responsible for carrying out the corrective actions and monitoring and evaluating their progress and effectiveness. Monitoring of the progress in carrying out the recommended actions will be incorporated into the County's CDBG program monitoring process.

Recommended Actions

The findings identified in the previous section have revealed the need for several actions on the part of the Escambia Consortium in order to address and remedy the impediments to fair housing choice. The following actions are recommended, with identified timetables for implementation. All of the actions are to be undertaken by the lead agency of the Consortium, Escambia County's Neighborhood Enterprise Foundation, in cooperation with identified program partners.

1. The Neighborhood Enterprise Foundation (lead agency of the Consortium) web site should display information concerning fair housing. This should include as much as possible of the following: links or references to the Escambia-Pensacola Human Relations Commission; a link to HUD's housing discrimination web page and other fair housing web resources; and the phone number of the HUD hotline fair housing information.

Addresses finding number 1.

Timetable: Begin work with IT provider in October 2012. Implement by October 2013.

2. The increase in Spanish-speaking residents, while much slower than other parts of Florida, has provided the Consortium with more time to prepare tools to address the possible language barrier. The Consortium's member entities should monitor the growth of this population in order to provide brochures, translation services, etc. when needed.

Addresses finding number: 2

Timetable: Revisit population statistics in mid-2014 and annually thereafter.

3. HMDA data has revealed that credit history (African-Americans) and unverifiable information (Hispanics) are the two primary reasons for mortgage loan denials for these groups. Consortium staff should consult with lenders and discuss whether there are steps that can be taken to prepare and/or assist applicants with these issues.

Addresses finding number: 3

Timetable: March 2013

4. The Escambia-Pensacola Human Relations Commission web site has no Spanish-language content. Although the area's Spanish-speaking population is not large, they may still require assistance with fair housing. The Commission should be asked to add information in Spanish, even if just a reference to HUD's Spanish language information. (A link to HUD information and discrimination complaint form is: <http://portal.hud.gov/hudportal/documents/huddoc?id=903-a.pdf>)

HUD forms, brochures, and webcasts are available in many languages at: http://portal.hud.gov/hudportal/HUD?src=/program_offices/fair_housing_equal_opp/promotingfh/lep

Addresses finding number: 4
Timetable: July 2014

5. Fair Housing complaints concerning disability can be addressed by increasing the visibility and information to landlords concerning reasonable accommodation. The Pensacola Association of Realtors and the Human Relations Commission should be asked to provide increased emphasis on this subject in their trainings. In addition, since both Santa Rosa and Escambia are home to military bases, the poster showing a disabled veteran (see Appendix) should be distributed.

Addresses finding number 5
Timetable: January 2013

6. Housing discrimination surveys have recently been undertaken by the Escambia Consortium (in 2010) and the Human Relations Commission (in 2011). Preparers of the surveys should meet to compare results and determine what patterns and/or consistent information have been reflected in the surveys. Discussions should include ideas for addressing the patterns.

Addresses finding number 6
Timetable: December 2013

7. The *Pensacola News Journal* provides information on fair housing, but the online version does not. Newspaper readership is increasingly an online function; therefore, the online versions should contain the same important information as the print versions. Adding fair housing information to the online version may prove to be difficult, as the online homebuyer section is provided by HomeFinder.com, and the rental section is provided by Apartments.com. Nonetheless, the *Journal* should be requested to provide the fair housing logo and information.

Addresses finding number 7
Timetable: October 2012

ANALYSIS OF IMPEDIMENTS - SUMMARY MATRIX

IMPEDIMENTS TO BE ADDRESSED (Listed in the order shown on the previous pages)	GOALS (What do you hope to achieve?)	STRATEGIES TO MEET THE GOALS (How will you achieve your goals?)	RESPONSIBLE ENTITIES ASSIGNED TO MEET GOALS	BENCHMARK (In which ConPlan year do you plan to achieve this?)	PROPOSED INVESTMENT (Amount and funding source)	YEAR TO BE COMPLETED	DATE COMPLETED	IF THE IMPEDIMENT WAS NOT ADDRESSED, PROVIDE AN EXPLANATION AS TO WHY AND WHEN
The Escambia County and Neighborhood Enterprise Foundation web sites contain no specific information concerning fair housing.	Better/easier access to information for both residents and housing providers.	The Neighborhood Enterprise Foundation (lead agency of the Consortium) web site should display information concerning fair housing. This should include as much as possible of the following: links or references to the Escambia-Pensacola Human Relations Commission; a link to HUD's housing discrimination web page and other fair housing web resources; and the phone number of the HUD hotline fair housing information.	Escambia Consortium	2013	Staff time. Could also include time expended by IT staff which may need to be covered on an hourly basis by CDBG program funds.	2013		
No specific attention or programs have been implemented for the Spanish-speaking population.	Being prepared to provide services as the Spanish-speaking population increases.	The Consortium's member entities should monitor the growth of this population in order to provide brochures, translation services, etc. when needed.	Escambia Consortium	2014	Staff time.	2014		
HMDA data for Escambia County has revealed that credit history (African-Americans) and unverifiable information (Hispanics) are the two primary reasons for mortgage loan denials for these groups.	Residents to be better prepared when applying for mortgage loans.	Consortium staff should consult with lenders and discuss whether there are steps that can be taken to prepare and/or assist applicants with these issues.	Escambia Consortium	2013	Staff time.	2013		

ANALYSIS OF IMPEDIMENTS - SUMMARY MATRIX

The Escambia-Pensacola Human Relations Commission web site, containing fair housing information, is only in English.	Better information availability for Spanish-speaking residents.	The Commission should be asked to add information in Spanish, even if just a reference to HUD's Spanish language information.	Escambia-Pensacola Human Relations Commission	2014	Staff time.	2014		
Fair housing complaints are predominantly disability-related.	Increased awareness of the Fair Housing Act as it relates to disability and reasonable accommodation.	The Pensacola Association of Realtors and the Human Relations Commission should be asked to provide increased emphasis on this subject in their trainings. In addition, since both Santa Rosa and Escambia are home to military bases, the poster showing a disabled veteran (should be distributed).	Escambia Consortium, Pensacola Assn. of Realtors, and the E-P Human Relations Commission.	2013	Staff time.	2013		
Fair housing surveys have provided interesting results.	Coordination of agency efforts.	Preparers of the surveys should meet to compare results and determine what patterns and/or consistent information have been reflected in the surveys. Discussions should include ideas for addressing the patterns.	Staff from Escambia Consortium and Escambia-Pensacola Human Relations Commission	2013	Staff time.	2013		
The real estate sections of the online version of the Pensacola News-Journal, the newspaper of general circulation, does not contain the fair housing logo or any narrative concerning fair housing.	Visible commitment to fair housing by the newspaper and advertisers.	The online versions should contain the same important information as the print versions. The <i>Journal</i> should be requested to provide the fair housing logo and information about fair housing.	Escambia Consortium	2012	Staff time.	2012		



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: Tony Gomillion, Public Services Director
SUBJECT: Florida Animal Friends Grant Receipt and other donation to AS
DATE: July 25, 2012

DISCUSSION

Thanks to the efforts of Animal Services and Tara Deaguilera in particular, Santa Rosa County has been awarded a \$22,250 grant for a low cost spay/neuter program. Copies of the grant agreement along with other pertinent information are included and we request that the Board approve the grant agreement and place the funds in the appropriate budget line for expenditure. It will be necessary to carry these funds forward into next year's budget.

A second item and additional good news, Animal Services has received an unnamed \$10,000 donation to our Partner For Pets Program for the low cost spay/neuter program. Thanks to the Animal Services employees for making the public aware of the program need. We request the Board place this money in the appropriate budget line, and it will be necessary to carry these funds into next budget year.

Also request the Board establish a dedicated revenue line for donations, in order that Animal Services donations can be accurately tracked and reported.

It is our goal to have the kickoff for the low cost spay/neuter program at the beginning of September 2012.

ATTACHED:

Florida Animal Friend Inc Grant Letter
Grant Application
Low Cost Application Form
Veterinarian Rate Agreement 2012
Partners for Pets Brochure

Animal Services
Dominic Persichini
Director

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

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

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

Emergency Management
Sheryl Bracewell
Director

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

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

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

Veterans Services
Karen Haworth
Director

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

"One Team, One Goal, One Mission"



c/o Florida Animal Control Association
 12000 N Dale Mabry Hwy, Suite 110 • Tampa FL 33618
 866/303-3222 • fax 813/968-3597
 flanimalfriend@L-TGraye.com • www.floridaanimalfriend.org

July 13, 2012

Santa Rosa County Animal Services
 4451 Pine Forest Road
 Milton FL 32583

PRESIDENT

Joan Carlson-Radabaugh
 ASPCA

PRESIDENT-ELECT

Laura Bevan
 Humane Society of the US
 Southeast Regional Office

SECRETARY/TREASURER

Dr. Ernest Godfrey
 Pinellas Animal Hospital

DIRECTORS:

Dr. Larry Dee
 Hollywood Animal Hospital

Lois Kostroski
 Florida Animal Control Assn.

Kate McFall
 Humane Society of the US
 Southeast Regional Office

Paul Studivant
 St. Johns County Animal Control

EXECUTIVE DIRECTOR

Lois Kostroski

Dear Tara Deaguilera,

Thank you for supporting the Florida Animal Friend spay/neuter license plate program. Response from the public has quickly made the spay/neuter license plate a popular selection. In this year's grant competition, the grant selection committee evaluated 26 complete applications requesting \$576,316. Each reviewer read all of the grants and scored them in 6 categories including cost:benefit ratio, track record of the applicant, and evidence of compelling need for the program.

The proposals were excellent, and the committee found it very difficult to rank them in order. Ultimately, 17 grant applications were funded for a total of \$396,356.

We are pleased to announce that Santa Rosa County Animal Services has been selected for funding in the amount of \$22,250. Some of the applications were funded for less than requested in order to provide support for as many projects as possible.

In order to accept the FAF grant, please sign a copy of this agreement and return it by August 1, 2012. Checks will be mailed by August 15, 2012. In signing the letter, Santa Rosa County Animal Services agrees to the following stipulations:

- All information submitted in the grant application is accurate.
- All activities in the funded project are compliant with federal, state and local laws and codes.
- The funds will be expended only as described in the application and only for spay/neuter services.
- Any unspent funds remaining on August 31, 2013 will be returned to FAF.
- Your agency will seek media and community coverage of the grant award.
- Your agency will conduct a campaign to promote FAF spay/neuter license plate sales so that even more funds will be available in the future.
- Your grant application will be posted on the FAF web site as an example of a successful application.
- Your organization will submit the completed project report by September 1, 2013.

Again, congratulations on the wonderful work you are doing on behalf of the welfare of animals and for proposing such an outstanding project to FAF. We look forward to learning of your great success.

Agreed

This is what I have done in the past 5 years - Spay/Neuter. Thank you

Lois Kostroski
 oski, Executive Director
 JA ANIMAL FRIEND, INC.

Tara A Deaguilera
 Signature

Tara A Deaguilera
 (Print name)

Kenel Tschaldan 2
 (Print Title)
 for Santa Rosa County Animal Services

Dominic Persichetti
 Director

W.A. 07/24/12



How the Problem of Overpopulation Gets Fixed

Grant ID: 301

Title of Proposal: One Pet at a Time

Agency Type: Municipal

Total Funding Requested: \$22,250.00

Check Payable To: Santa Rosa County Animal Services

Application Information

Demographics

Name of Applicant Agency: Santa Rosa County Animal Services

Website Address: www.santarosa.fl.gov

Person Submitting Proposal: Tara Deaguilera

Position: Kennel Technician 2

Organization Business Address: 4451 Pine Forest Rd

City: Milton

State: FL

Zip: 32583

Phone (xxx-xxx-xxxx): 850-983-4680

Fax: 850-983-4686

Cell: 850-529-2536

Email Address: tarad@santarosa.fl.gov

Agency Details

Dates of Last Fiscal Year: Begin: 10/01/10 **End:** 09/01/11

Organization Income in Last Fiscal Year: \$49,991.99

Organization Expenses in Last Fiscal Year: \$1,082,640.00

Number of Paid Employees: Full Time: 19 Part Time: 0

Number of Active Volunteers: 5

Total Volunteer Hours per Week: 15.00

How did you learn of the 2009 Florida Animal Friend grant competition? previous recipient

Year(s) of previous Florida Animal Friend grants (if applicable): 2010, 2007

Describe your agency:

Services Provided

- Unlimited Intake Shelter
- Limited Intake Shelter
- Foster Network
- Animal Control
- Spay/Neuter Services
- Other

Organization Structure:

- City, county, or tribal agency
- Private nonprofit agency
- Other

List your current board of directors:

Applicant Qualifications

For your organization, in the last complete fiscal year:

4207 cats and 3411 dogs were admitted.

135 cats and 462 dogs were adopted.

4000 cats and 2228 dogs were euthanized.

131 cats and 458 dogs were sterilized.

Briefly describe your animal programs:

We are an open admission shelter. We offer animal control services, animal welfare, adoption programs, community education, and are responsible for the care of all animals that are brought in to the shelter.

If your program performs adoptions, are all animals sterilized before adoption?

No

If not all, what percentage of animals are not currently sterilized before adoption?

4

If not all, how are animals selected for sterilization before adoption?

Any animal that is six months or older is required to have a prepay for alter done at a local veterinarian. The animal stays at the shelter until the date of surgery. At that time, an officer will transport the animal directly to the veterinarian office to ensure the surgery is completed.

If not all, describe your sterilization policies and procedures for assuring sterilization after adoption:

For any animal under six months, the citizen is still required to prepay for the surgery before taking the animal home. However, they may take the animal home at that time. A date is given per the contract to have the surgery done. Our staff does follow up on this to make sure this is completed. In an extreme case where the citizen does not comply, an animal control officer will confiscate the animal and return him to the shelter.

Give additional background information on your organization's programs as they relate to this application and the qualifications of the personnel who will be in charge of this program. Show that you have the ability to carry out this program.

We have been fortunate to have received this grant in the past. Through trial and error, our selected staff has streamlined this process so that it works very efficiently for everyone involved, including the applicant. We are eager to offer this opportunity to the public again if we are able to.

If you currently have a program for sterilization of cats and/or dogs, describe your current level of funding and productivity and why additional resources are needed?

We currently have a program called Partners For Pets. This was started as the ultimate goal to fund a low cost spay/neuter program. However, at this time the program cannot support any type of spay/neuter services. This is why we are hoping that we can receive this grant. It would give us the opportunity to offer those services to those in the community that otherwise would not be able to have the surgery done, which would add to the overpopulation.

Target Population

Geographical target area (name of city, county, etc.):	santa rosa county
Total human population in target area:	151,372
Percent of residents living below poverty in target area:	11.3
Estimated number of pet cats in target area (human population divided by 3.3):	45871

Estimated number of pet dogs in target area (human population divided by 4.0):	37843
Estimated number of feral cats in target area (human population divided by 4.0):	25229
Number of cats admitted to animal control shelters in the target area last year (if known)	4207
Number of dogs admitted to animal control shelters in the target area last year (if known)	3411
Number of cats euthanized in animal control shelters in the target area last year (if known)	4000
Number of dogs euthanized in animal control shelters in the target area last year (if known)	2228

Please explain if you believe your target area animal population is significantly different than above.

We have listed the whole county as our target area due to the fact that this county has a large rural population. We felt it would offer the best chance for anyone who needed assistance.

Please explain what you believe are the most substantial sources of dog and cat overpopulation in the target area:

We feel that the most substantial source of animal overpopulation in our county is from owned animals. There are many citizens that have pets that simply cannot afford the price of surgery. While some can argue that a pet owner should be financially responsible for their pet, the simple truth is that many people have pets and do the best they can, but that initial cost of surgery is not something that they are financially able to do. We have repeatedly seen a family take in one animal and end up with several litters because they could not afford the 100.00-300.00 cost of a spay/neuter.

What kinds of spay/neuter services are currently available in the target area and in what ways are these resources currently insufficient to meet community needs?

We currently do not have any low cost spay/neuter services in our county. There are several veterinarians with a large difference in pricing, but we do not have any type of assistance for the public. There are no other outside groups in the county that provide this either. With such trying financial times, there is a real need to help our citizens and to help stop the overpopulation here in the county. This is an ongoing struggle in our community. Any single animal that we can do is a step in the right direction. This is why we are targeting the citizens who are on the low end of the financial scale, since we see daily that they really need assistance.

Florida Animal Friend is highly supportive of proposals that are focused on animal populations that are identified as substantial sources of dog or cat overpopulation rather than being diluted over too broad of a geographic area or diverse animal populations. Describe the specific target animal population of the spay/neuter project proposed for this grant:

- Pets in low-income families**
- Especially difficult or unique animal overpopulation sources**
- Pit bull dogs**
- Feral cats**
- Special spay/neuter event**
- Other**

Objectives

What do you hope to accomplish with these funds (objectives should be specific and quantifiable)?

We are requesting funds of 22,250.00 This would allow us to alter approximately 350 animals. This would allow for 200 cats at 50.00 per alter and 150 dogs at 75.00 per alter. This would be a substantial amount of animals and we feel this will really

help the community. Our last grant award was used and helped many people in the community. Unfortunately, we still get calls several times a week requesting assistance in this matter. This would allow us to alter a specific amount of pets which we know would likely otherwise remain intact and continue to breed.

How does this program increase the number of sterilization surgeries above the existing baseline?

There is still a large population that simply cannot afford to have their pet altered. This grant targets these families. This will allow them to get their animal altered, so that we can stop the cycle of overpopulation at this residence. These are all spay and neuters that would otherwise simply not have been done. Therefore we can count each and every alter we do with this grant as a number above the existing baseline. For this reason, it is so important to our community. Many of these families want to be good pet owners but are not able to pay for the cost of surgery. This group of animals will then be altered, no longer adding to the huge overpopulation in this demographic area.

Methods

What criteria will you use to determine eligibility for the program?

We have utilized a simple criteria in the past that seemed fair as well as simple for the citizen to apply for. There is an income eligibility based on the amount of people in the household and total income. We will also qualify anyone receiving certain government or state assistance, since we know they are already financially challenged.

How will you advertise the program? Explain how the advertising will reach the target audience.

We will utilize our county public information outlet. This will allow us to send a press release to all local news, radio, and television outlets. We have an excellent relationship with a couple local radio stations who really promoted our past grant. This really helped to reach the citizens in our community that needed help the most. We will also continue to give out this information at any community events we attend, so that they can spread the word to anyone they know may need help.

With our last grant, we had an overwhelming response from the public. We still get calls daily asking for spay and neuter assistance.

How will you address barriers to full use of the program such as transportation, illiteracy, and cultural hurdles?

We will address any barriers that arise with a positive attitude and strive to assist the citizen in this matter. If there are any language barriers, we will call upon our local county offices until we find someone that can assist in this matter. As well for anyone with literacy issues, we will assist them with their paperwork in a nonjudgemental way so that they can get the same assistance as any other citizen. If necessary, our officers may assist in transportation on a case by case basis.

Does this project involve the transportation of animals by someone other than the client? If so, describe the vehicles, methods for confinement, personnel training, liability releases used to assure the safety of the animals and handlers.

We normally leave the issue of transportation to the citizen. We would, of course, assist a citizen in any unique circumstance where they were unable to have the means to get the animal to the veterinarian. Our officers are trained in handling animals in various situations, so this would not be an issue.

Veterinary Services

Objectives

What arrangements have you made with veterinarians to perform the surgeries?

We have worked previously with the local veterinarians on this grant and they have been very supportive. They have graciously agreed to the previous terms of 50.00 per cat and 75.00 per dog. We will verify that each animal is current on their rabies prior to scheduling as well as going over all the details. The veterinary office then has limited problems and the client shows up ready to go. We have had a great working relationship with our veterinary community in the past and we look forward to getting the opportunity to help make a difference again.

Veterinary Practices

Practice Name	Address	City	State	Zip	Phone	Lead Practice
mal Medical Center	3205 Gulf Breeze Pkwy	Gulf Breeze	FL	32563	850-932-6085	<input type="checkbox"/>
ARK Animal Hospital	3648 Berryhill Rd	Pace	FL	32571	850-994-0677	<input checked="" type="checkbox"/>
Gulf Breeze Animal Hospital	2727 Gulf Breeze Pkwy	Gulf Breeze	FL	32563	850-932-6116	<input type="checkbox"/>
Northwest FL Animal Clinic	6736 Quintette Rd	Pace	FL	32571	850-994-0900	<input type="checkbox"/>
Pace Vet Clinic	4541 Chumuckla Hwy	Pace	FL	32571	850-994-1597	<input type="checkbox"/>
Santa Rosa Vet Clinic	6709 North Ave	Milton	FL	32570	850-623-2564	<input type="checkbox"/>
Soundside Animal Hospital	7552 Navarre Pkwy	Navarre	FL	32566	850-939-6080	<input type="checkbox"/>
Tiger Point Animal Hospital	4118 Gulf Breeze Pkwy	Gulf Breeze	FL	32563	850-934-7233	<input type="checkbox"/>
Woodbine Vet Clinic	4263 Woodbine Rd	Pace	FL	32571	850-995-9755	<input type="checkbox"/>

Fee Range

What is the fee range to be paid for spay and neuter and what is the distribution to be paid by the client vs. the grant program? Keep in mind that Florida Animal Friend grant funds may only be used for costs directly associated with sterilization surgery (including anesthesia and pain control) and not for other items such as vaccines, testing, licensing, and capital purchases.

	Amount Paid by Client	Amount Paid by Project	Total Amount
Range for Male Cats	\$0.00	\$50.00	\$50.00
Range for Female Cats	\$0.00	\$50.00	\$50.00
Range for Male Dogs	\$0.00	\$75.00	\$75.00
Range for Female Dogs	\$0.00	\$75.00	\$75.00

Please check each item below to indicate additional services offered at the time of surgery, whether the client is required to pay for them, and if so what the fee is. For example, if an examination is required for surgery but is not charged to the client it would be marked: Required Yes, Fee to client No

	Required, Optional, or Not Offered			Fee to Client?	
Examination	Required <input type="checkbox"/>	Optional <input type="checkbox"/>	Not Available <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>
Rabbies Vaccination if Due	Required <input type="checkbox"/>	Optional <input type="checkbox"/>	Not Available <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>
Other Vaccination if Due	Required <input type="checkbox"/>	Optional <input type="checkbox"/>	Not Available <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>
Pain Medication	Required <input type="checkbox"/>	Optional <input type="checkbox"/>	Not Available <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>
Parasite Medication	Required <input type="checkbox"/>	Optional <input type="checkbox"/>	Not Available <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>
Testing	Required <input type="checkbox"/>	Optional <input type="checkbox"/>	Not Available <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>
Licensing	Required <input type="checkbox"/>	Optional <input type="checkbox"/>	Not Available <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>

Ear tipping Required Optional Not Available No Yes

Other Required Optional Not Available No Yes

If necessary, please explain the procedures and fees described above:

We require all participants of the grant to be current on rabies vaccinations prior to submitting their applications. Any other services would be separate and solely between the veterinarian and the citizen.

Is this a voucher program? If so, how will you assure compliance with the program?

Approved applicants are given a voucher to take to the assigned veterinarian. Each voucher includes an FAF# that is linked to each invoice. When an invoice has not been receipted, contact with the vet is made to check for rescheduling. If the appointment is still not kept, the vet is notified that the voucher is no longer valid and the number is reissued to the next qualifying citizen. Most of this is done using Microsoft Excel spreadsheets visible to those assigning and account manager.

Other Information

Provide any additional information that will help the grant selection committee understand how the program will operate to achieve its goals.

Our grant system is simple for the veterinarians and for us. We have streamlined the process to make it as easy for everyone participating as possible. The extra bonus for us is that while we do the interview, we get a chance to educate the public about the importance of spay/neuter and ways that they can help support this cause. We will verify the rabies vaccination and check off the application. We then make the appointment for them. They simply show up at the vet with their FAF number. This is simple for all parties involved so that we are as successful as we can be.

Budget

Total number of sterilization surgeries projected:

Cats: 200 Dogs: 150

Total budget requested (Budget should not exceed \$25,000): \$22,250.00

Average cost/surgery projected: \$64.00

Describe any expenses that are not included in the grant and how they will be paid for:

The only other expenses would be to the citizen. They would be responsible for having a rabies vaccination done prior to scheduling the alter. This would be at their personal expense. For this reason we decided not to require a copay so that a pet owner would have those funds available to make sure the pet is currently vaccinated.

Timeline

All projects must be completed within 12 months of receipt of funding. Any unexpended funds must be refunded to Florida Animal Friend within 30 days of the end of the project. Requests for time extensions must be made in writing at least 30 days prior to the end of the project. Funding for accepted projects will be available after August 1, 2009.

Projected start date: 09/01/12/ **Projected end date:** 07/01/12

Future Funding

Explain how the organization plans to fund this program in the future. Having plans beyond seeking funds from other funders enhances the chances of receiving this grant.

We have started a program called Partners For Pets. This is a local program where citizens or businesses can donate funds that will help the animals directly in their community. With the issues going on right now in the economy, this program is not yet capable of supporting a spay and neuter program. However, we feel that in the future this will happen and we are going to help with the spay/neuter issue until such time that we can provide assistance. Part of our goal for a future spay and neuter program is to work with local veterinarians as we have in the past. They will be vital in providing quality care at a fixed rate so that we can assist the public. We have had a great relationship with our local veterinary community and will continue to work with them in the future.

Promotion of Florida Animal Friend Spay/Neuter License Plate

Applicants selected for funding are expected to publicize their grant in support of their spay/neuter program via press releases, newsletters, website links, etc. In addition, they are expected to promote the sales of license plates so that additional spay/neuter grants can be funded. Please describe your plan to promote the Florida Animal Friend Spay/Neuter License Plate.

We will continue to utilize our county's public information outlets. This will send out press releases to the local news and media outlets promoting the Florida Animal Friends license plate. We continue to inform our citizens that this money does go directly back to animal groups in their community. We are examples of this and continue to encourage our citizens to support this cause by purchasing a license plate. We also have a local media show where we showcase adoptable pets. We will continue to promote the license plate there as well. In addition, our website has information on the main page about the spay/neuter license plate. This is such an important tool for the animal community. It has allowed us to provide so many spay and neuters we could not have done on our own.

**SANTA ROSA COUNTY ANIMAL SERVICES
APPLICATION FOR DOG/CAT STERILIZATION
FLORIDA ANIMAL FRIENDS GRANT**

DATE _____ REFERRED BY _____

NAME _____ ADDRESS _____

CITY _____ ZIP _____ PHONE (HM) _____ (WK) _____

***ONLY ONE(1) ANIMAL PER APPLICATION**

Circle one: Dog Cat Circle one: Male Female Animal Name _____
 Breed Description _____
 Color _____ Weight _____

Has your dog or cat been vaccinated against rabies? Yes No
 If yes, please list the name/number of the veterinarian who administered the vaccination _____

*Applications will not be accepted without proof of current rabies vaccinations.

*Income must be within the guidelines listed below or proof of a type of public assistance as listed below can be used

Please check the appropriate box(es) that apply

HOUSHOLD INCOME GUIDELINES

Family Size	Gross monthly income
<input type="checkbox"/> 1	\$1,127
<input type="checkbox"/> 2	\$1,517
<input type="checkbox"/> 3	\$1,907
<input checked="" type="checkbox"/> 4	\$2,297
<input type="checkbox"/> 5	\$2,687
<input type="checkbox"/> 6	\$3,077
<input type="checkbox"/> 7	\$3,467
<input type="checkbox"/> 8	\$3,857
<input type="checkbox"/> 9	\$4,247

PUBLIC ASSISTANCE

- Medicaid
- Food Stamps
- WIC Women Infants and Children
- Free School Lunch Program
- SSI Supplemental Social Security Income
- Other Assistance Program _____

*Florida Reference Table: TFSS-Food Stamp Eligibility Standards

1st Income-Employer _____ Phone _____
 2nd Income-Employer _____ Phone _____

I certify that I am the sole owner of the above animal. I have read or someone has explained the sterilization procedure to me. I understand that Santa Rosa County is not involved beyond the agreed amount with the provider/veterinarian that is assigned to me. I authorize Santa Rosa County to contact any program under which I am claiming eligibility for the sole purpose of eligibility verification. Santa Rosa County reserves the right to use the veterinarians who agreed to participate and schedule appointments for equitable disbursement of funds. I understand that completing an application does not necessarily guarantee approval. Santa Rosa County reserves the right to deny any applicant providing false or incorrect information. I understand that any additional services/fees agreed upon, prior to or after the surgery, are solely between the veterinarian and the owner, and are not the responsibility of Santa Rosa County Animal Services.

Signature of Owner _____ Date _____

Bring in the application to
 Santa Rosa County Animal Services
 4451 Pine Forest Road
 Milton, FL 32583
 (850)983-4680 Monday - Friday 8:00am-4:30pm

FOR ANIMAL SERVICES USE ONLY

Appt Date/Time _____
 Vet _____

Animal Services Staff _____

FAF NO _____



Santa Rosa County Animal Services

Dominic Persichini, Director

www.santarosa.fl.gov/animals

4451 Pine Forest Rd., Milton, FL 32583

Phone (850) 983-4680 • Fax 983-4686

March 14, 2012

SANTA ROSA COUNTY ANIMAL SERVICES is asking for your continued support in the Florida Animal Friends low cost spay neuter grant program. Animals will be altered at the same rates as previously agreed. If you plan to resume participation, complete this agreement and return by mail or fax. Should you have any questions please contact us. Animal Services values your continuous efforts, "You do make a difference". If the grant is approved, this program will start funding approximately September 2012.

VETERINARIAN RATE AGREEMENT

I agree to support the **Florida Animal Friends** grant program
I would like to participate with payment terms of;

CATS \$50.00

DOGS \$75.00

Veterinarian Signature

Date

Veterinarian Office

Comments

*Please fax to 850-983-4686 or send by mail to 4451 Pine Forest Rd Milton, FL 32583

Your Information

First Name _____ Last Name _____
If paying by credit card, please use the name as it appears on the credit card.

Billing Address _____

City _____ State _____ Zip code _____

E-mail _____ Daytime Phone Number _____

Choose a type of donation:

Monthly (credit or debit card required) One-time Donation Gift Memorial*

* An animal services staff member will contact you for more information for the gift or memorial greeting card including the recipients address, memorial name, message, etc. Be sure to complete the contact information section of this form.



Become a Santa Rosa County Partner for Pets

Please mail this completed form along with your donation to:

Santa Rosa County Animal Services
4451 Pine Forest Road
Milton, FL 32583.

Checks should be made payable to SRC Animal Services. Donations can also be made online at:

www.santarosa.fl.gov/partnersforpets



Spaying or neutering your pet prevents the suffering and tragic death of thousands of animals. Half of the pets taken to American animal shelters are humanely euthanized. In fact, three to four million dogs and cats are euthanized each year, due to lack of homes to adopt them.

Spaying (for female animals) and neutering (for male animals) are two of the most common surgical procedures performed on cats and dogs. Spaying or neutering your pet is simple, avoids the cost and hassle of dealing with litters, decreases aggressiveness, and can increase your pet's lifespan by:

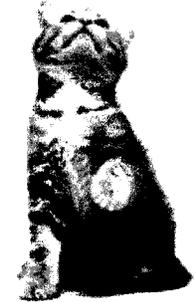
- Eliminating the risk of uterine infections (in females)
- Reducing the incidence of mammary cancer (in females)
- Eliminating the risk of testicular cancer (in males)
- Decreasing the incidence of prostate disease (in males)

Many healthy kittens and puppies are euthanized before reaching six months old. Yet some pet owners continue to allow their animals to breed. Cats are 45 times as prolific, and dogs 15 times as prolific, as humans. They do not need our help to expand their numbers until there are good homes for them all.

We ask for your support of the Partners for Pets program so we can build a spay and neuter program for our Santa Rosa County pets, in hopes of reducing the number of animals that must be humanely euthanized.



Partners For Pets



Help us reach our goal of finding every adoptable pet a loving, "fur-ever" home.



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

www.santarosa.fl.gov/animals



The Santa Rosa County Partners for Pets program was recently established with the goal of seeing every adoptable pet finding a loving-forever home. With your help as a Partner for Pets supporter, your donation will help us become one step closer to reaching our goal.

You Can Help

We work tirelessly 24-hours a day providing food, shelter and love to the pets in our shelter, investigating dog fighting and cruelty cases, reuniting pets with their owners, finding suitable forever homes, and partnering with rescue organizations to save as many animals as possible. But more can be done with your help.

Through Santa Rosa County's Partners for Pets program, your one-time or regular donation can help us support and enhance programs that may not be covered by general fund expenditures including:



- ♥ Creating a county spay and neuter voucher program
- ♥ Increasing educational outreach efforts
- ♥ Increasing adoption events for our pets in Santa Rosa County

When combined, these efforts have been proven to make a dramatic difference in local pet populations and in reducing the number of animals that must be humanely euthanized. **Unlike national donation plans, 100 percent of your donation benefit animals in Santa Rosa County!**

Partners for Pets donations are tax-deductible and many types and levels of support are available:

- ♥ **Supply Donation**- For our wish list of new and gently used items, visit www.santarosa.fl.gov/ animals.
- ♥ **One-time Donation**
- ♥ **Monthly Supporter**- Contributing monthly is easy and convenient; payments are automatically deducted from your bank account or credit card each month. You still maintain control and can change or cancel your monthly support at any time.
- ♥ **Gift Donation**- Give the perfect gift for the animal lover in your life; a donation in their name!
- ♥ **Memorial Gift**- With a Partner for Pets Memorial Donation, you can honor a special person or pet that has passed by making a special donation in their name.

With any gift or memorial donation, we will mail a personalized greeting or sympathy card to the person you designate.



Why Create Partners for Pets?

According to the Journal of Applied Animal Welfare Science, pet overpopulation is the number one issue facing companion animals today. Unlike private shelters that can have limitations on the number of animals they accept, Santa Rosa County's shelter accepts each one with over 9,000 animals passing through our doors. Unfortunately, only an average of ten percent are adopted or sent to rescue organizations and eight percent are reunited with their families when found straying from home.

Sterilization of pets is the best solution to the overpopulation problem in our county. Although our local education efforts have increased the percentage of animals that are spayed and neutered in Santa Rosa County, more sterilization is needed to reach the critical thresholds necessary to control overpopulation. With the average cost to sterilize a cat at \$75 and \$110 for dogs, the initial cost of the surgery is more than many families can afford to incur at one time. However, this does not deter a citizen from getting a pet.



Choose a donation amount:

_____ \$5 _____ \$10 _____ \$15 _____ \$20 _____ \$25 _____ \$50
 _____ \$75 _____ \$100 _____ \$250 _____ \$500 _____ \$1,000 Other _____

Complete the following if making a donation by credit card only:

Credit Card Type: _____ MasterCard _____ Visa _____ Discover _____ American Express
 Credit Card Number _____
 Expiration Date _____ Card Security Code _____ (three numbers on the back of card for MC, Visa & Discover or four numbers for American Express)
 Signature _____ Date _____

Or Please call me for my credit card info at _____

Daytime Phone Number Only Please _____



Thank you for becoming a Partner for Pets!

AGENDA
PUBLIC WORKS COMMITTEE
August 6, 2012

Chairman: Commissioner Lynchard

Vice Chairman: Commissioner Melvin

No Items

BUDGET & FINANCIAL MANAGEMENT COMMITTEE

Chairman: Commissioner Melvin
Vice Chairman: Commissioner Williamson

August 6, 2012

Bid Actions:

- 1) Discussion of the bids received for one MFWD tractor with a rotary flex-wing mower for the Landfill. Low bidder meeting specifications is Beard Equipment with a bid of \$34,064.72.
- 2) Discussion of bids received for Housing Rehabilitation / HOME Project located at 4385 Avenida de Golf. Low bidder meeting specifications is Kyser Siding & Construction, Inc. with a bid of \$16,075.

Budget:

- 3) **Budget Amendment 2012 – 128** in the amount of \$ 99,424 to fund architectural services associated with the Tiger Point Community Center from Reserve for Contingencies in District Five (5) Projects Fund.
- 4) **Budget Amendment 2012 – 129** in the amount of \$ 2,500 to fund postage for the remainder of the fiscal year for the increased demand for the Visitor's Guide.
- 5) **Budget Amendment 2012 – 130** in the amount of \$ 14,560 to fund Change Order #1 to remove seating and replace carpeting in public seating area as approved at the July 26, 2012 Commission Regular Meeting.
- 6) **Budget Amendment 2012 - 131** in the amount of \$ 25,000 to fund participation in the Pensacola Bay Area Chamber of Commerce Vision 2015 Program as approved at the July 26, 2012 Commission Meeting.

County Expenditure/Check Register:

- 6) Discussion of County Expenditures / Check Register

PROCUREMENT RECOMMENDATION

1. **PRODUCT/SERVICE:** MFWD TRACTOR WITH A ROTARY FLEX-WING MOWER
2. **RESPONSIBLE OFFICE:** LANDFILL DEPARTMENT
3. **DESCRIPTION OF SERVICE/PRODUCT:**
1 (one) MFWD Tractor with a rotary flex-wing mower
4. **SCOPE OF WORK:**

N/A
5. **BIDDERS AND PRICES:**

A. Beard Equipment Company	\$34,064.72
B. Kingline Equipment, Inc.	\$35,200.00
C. Kingline Equipment, Inc.	\$35,900.00
D. Coastal Machinery Co.	\$37,175.07

PROCUREMENT RECOMMENDATION

1. **PRODUCT/SERVICE:** HOUSING REHABILITATION PROJECT LOCATED AT 4385 AVENDIA DE GOLF, PACE

2. **RESPONSIBLE OFFICE:** HOUSING DEPARTMENT

3. **DESCRIPTION OF SERVICE/PRODUCT:**

Major repairs to dwelling

4. **SCOPE OF WORK:**

Repairs to the dwelling includes but is not limited to replacement of HVAC unit; replacement of all windows; replacement of tub with handicap walk in unit in hall bath, replacement of toilet with handicap unit in hall bath; replacement vanity, sink, and faucets; replace refrigerator, and repairs to interior and exterior of dwelling.

5. **BIDDERS AND PRICES:**

A. Kyser Const., Inc.	\$16,075.00
B. Design Homebuilders, Inc.	\$28,300.00

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: July 30, 2012

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	2325 – 599001	Reserve For Contingencies	(\$ 99,424)
To:	2325 – 5620027	Tiger Point Community Center	\$ 99,424

State reason for this request:

Funds architectural services associated with the Tiger Point Community Center from Reserve for Contingencies in District Five (5) Projects Fund. This was approved by the Board at the March 22, 2012 meeting,

Requested by: Roger Blaylock/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2012-128

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: August 6, 2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 9th day Of August, 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Michael Burton <burtonm@flcjn.net>
Sent: Monday, July 30, 2012 10:13 AM
To: Jayne Bell
Subject: RE: Tiger Point Community Center

Jayne,

I have set up the following account – ~~0000~~-5620027 Tiger Point Comm Cntr.
→325 -

Please let me know if you need anything else.

Thanks,

Mike

From: Jayne Bell [<mailto:JayneB@santarosa.fl.gov>]
Sent: Monday, July 30, 2012 9:55 AM
To: Michael Burton (burtonm@flcjn.net)
Subject: FW: Tiger Point Community Center

Dear Michael,
I believe we need to establish a new account for this community center.

Thank you,
Jayne

From: Shirley Powell
Sent: Monday, July 30, 2012 8:55 AM
To: Jayne Bell
Cc: Roger Blaylock; Michael Schmidt
Subject: Tiger Point Community Center

Good morning,

Would you please prepare a Budget Amendment in the amount of \$99,424.00 for the architectural services associated with the referenced project? This item was approved by the Board at their March 22, 2012 meeting and will be funded with District 5 Recreation Funds. Please do not hesitate to contact Roger or Michael if you have any questions. Thanks!!

Shirley J. Powell
Santa Rosa County Engineering
6051 Old Bagdad Hwy., Ste. 300
Milton, FL 32583
(850) 981-7100
(850) 983-2161 Fax

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

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: July 30, 2012

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
Fund 107:	4010 – 599001	TDC Reserves	(\$ 2,500)
	4010 – 542001	Postage and Freight	\$ 2,500

State reason for this request:

Funds postage for the remainder of the fiscal year for the increased demand for the Visitor's Guide.

Requested by: Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2012-129

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: August 6, 2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 9th day Of August, 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Kate Wilkes <kwilkes27@gmail.com>
Sent: Monday, July 30, 2012 11:59 AM
To: Jayne Bell
Cc: Hunter Walker
Subject: Approval for budget modification

Due to increased demand for our Visitors' Guide the account 542001 Postage and freight, is going to need app. \$2500 from reserves to get us through 9/30/2012. Thank you, Kate

--

Kate Wilkes
Executive Director
Santa Rosa County Tourist Development
8543 Navarre Parkway
Navarre, FL 32566
850-939-8666
kwilkes27@gmail.com
www.floridabeachestorivers.com

Please note: Due to Florida's very broad public records file, most written communication to or from County Employees regarding County business are public records, available to the public and media upon request. Therefore, this written e-mail communication may be subject to public records disclosure.

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: July 30, 2012

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	102 – 3990001	Cash Carried Forward	\$ 14,560
To:	5016 – 5460031	Repair & Maintenance - ADA	\$ 14,560

State reason for this request:

Carries forward funds for Change Order #1 to contract with A.E. New, Inc. to remove seating and replace carpeting in public seating area and remove/replace rotted wood and one unusable mechanical fixture as required for ADA Upgrades at the Santa Rosa County Courthouse and allocates for expenditure in the Fine & Forfeiture Fund.

Requested by: Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2012-130

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: August 6, 2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 9th day Of August, 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: August 2, 2012

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
Fund 106:	9106 - 5990015	Economic Development	(\$25,000)
	9106 - 59100001	To General Fund	\$25,000
Fund 001:	001 - 3810001	From Electric Franchise Fee Fund	\$25,000
	0013 - 5820029	Vision 2015 Program	\$25,000

State reason for this request:

Funds participation in the Pensacola Bay Area Chamber of Commerce Vision 2015 Program as approved by the BOCC at the July 26, 2012 Regular Commission Meeting.

Requested by: Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2012-131**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: August 6, 2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this ***9th*** day Of August, 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

No support documentation for this agenda item.