

March 25, 2013

ECONOMIC DEVELOPMENT COMMITTEE

1. Project Breeze Progress Report/Update
2. Discussion of soliciting proposals for sale of ten (10) acre parcel in Santa Rosa Industrial Park for manufacturing facility with fifty (50) employees.
3. Discussion of appointment of Valera Young of NAS Pensacola as Veterans representative on Workforce Escarosa, Inc. Board of Directors.
4. Military Activities Update - Pete Gandy

No support documentation for this agenda item.



To: Santa Rosa County Board of County Commissioners

From: Shannon Ogletree, Interim Director

Re: Recommendation to advertise for approximately 10+/- acres in the Santa Rosa Industrial Park

Date: March 25, 2013

RECOMMENDATION

That the Board of County Commissioners authorize staff to advertise for the sale of approximately 10+/- acres located off Industrial Blvd. within the Santa Rosa Industrial Park.

BACKGROUND

In accordance with F.S. 125, the County is required to advertise for the sale of any County owned real property. This recommendation is the first step in this process. The Santa Rosa Economic Development Office has been working with a prospective company to expand/relocate into the Santa Rosa Industrial Park. The project is a manufacturing company that will be hiring in excess of 50 new positions and paying above the county's average wage.

IMPLEMENTATION

Santa Rosa County EDO Staff will work coordinate with other County departments to ensure implementation.

Map of Proposed Site at Santa Rosa Industrial Park





Jay Overman
Chairperson
Susan Nelms
Executive Director

workforceescarosa

Connecting businesses and resources.

March 15, 2013

RECEIVED

MAR 18 2013

Ball
Adm
ATT

Hunter Walker, County Administrator
Santa Rosa County Board
Of Commissioners
6495 Caroline Street
Milton, FL 32570-4592

Dear Mr. Walker,

The federal Workforce Investment Act (WIA) requires a representative from a Community Based Organization (CBO) focusing on veterans sit on Regional Workforce Boards.

Valera Young, Work and Family Life Supervisor at NAS Pensacola Fleet and Family Support Center, has accepted an invitation to serve as the CBO Veteran's representative on the Workforce Escarosa, Inc. Board of Directors. (See attached profile sheet). She will replace Bill Lawson, who recently resigned as the CBO Veteran's representative on the Workforce Escarosa Board.

I am requesting your assistance with having Santa Rosa County Board of Commissioners review and accept Ms. Young's appointment to the Workforce Escarosa, Inc. Board of Directors. Please let me know if you need additional information or if I can be of further assistance in this process. Thanks for your help with this matter.

Sincerely,


Susan Nelms
Executive Director

SN/js

Attachment

Regional Workforce Board
9111 Sturdevant Street
Pensacola, FL 32514
Phone: (850) 473-0939
Fax: (850) 473-0935

Pensacola Center
3670-A North "L" Street
Pensacola, FL 32505-5217
Phone: (850) 607-8700
Fax: (850) 607-8849

Milton Center
5725 Highway 90
Milton, FL 32583
Phone: (850) 983-5325
Fax: (850) 983-5330

Century Center
8120 N. Century Blvd.
Century, FL 32535
Phone: (850) 256-6259
Fax: (850) 256-6266

www.workforceescarosa.com

No support documentation for this agenda item.

March 25, 2013

ADMINISTRATIVE COMMITTEE

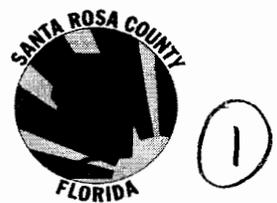
1. Discussion of Cornell Drive/Georgetown Court paving, water, and sewer MSBU project.
2. Discussion of policy revision allowing Pensacola Beach residents access to library card at no cost.
3. Discussion of scheduling conflict of Florida Association of Counties (FAC) annual meeting with the June 27, 2013 regular Board meeting.
4. Discussion of use of Navarre NatureWalk Park by Greater Navarre Beach Arts Association, Inc. for annual fall festival September 27 - 29, 2013.
5. Public Hearing items scheduled for 9:30 a.m. Thursday, March 28, 2013:

An ordinance amending ordinance 2007-16 section 5 Permitting Procedures for Construction and Demolition or Land Clearing Debris Solid Waste Disposal Facilities; providing for the addition of disclosure of Financial Responsibility for Closure Procedures



SANTA ROSA COUNTY BOARD OF COMMISSIONERS

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



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

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

M E M O R A N D U M

TO: Board of Commissioners

FROM: *HW* Hunter Walker, County Administrator

DATE: March 20, 2013

SUBJECT: Cornell Drive Paving Water and Sewer MSBU

The Cornell Drive/Georgetown Court Paving Water and Sewer MSBU was approved and established during the 2011-2012 MSBU cycle affecting thirty nine (39) property owners for water and sewer and forty-one (41) for roadway paving over ten (10) year period. The MSBU was established on an estimate of \$296,007 for paving/water/sewer and including the other expenses of engineering, bond counsel, property acquisition yielded a total estimate of \$336,388.

The low bid recently received for the paving/water/sewer construction and installation was \$393,382. Including the above cited costs and the additional costs of engineering and property acquisition, less two (2) years of assessments currently collected nets final project total of \$370,175 to be assessed over the remaining eight (8) years.

Based on the bid and finalized costs the annual assessments for this project will increase from \$1,077.93 to \$1,413.14 (thirty one percent (31%). In the past the Board directed staff to re-petition an MSBU project when the final assessment was in excess of twenty percent (20%) of the original estimate.

Find attached original and final amortization schedules outlining these figures in more detail and a third schedule which presents a fifteen (15) year payout. This matter is included in agenda for March 25, 2013 Committee-of-the-Whole meeting.

REVISED - Estimated -----DEBT SERVICE SCHEDULE - Cornell.Princeton Alt B Best MSBU

CLOSURE DATE: 1-Jun-12 Qtrly Payments 32
 PRINCIPAL \$370,175 Interest: 3.25%

PERIOD / DATE	Yr	PRINCIPAL	Coupon Rate @ 365 day Year	INTEREST	TOTAL PAYMENT		
1	10/01/13	\$10,157.47	3.30%	\$3,049.45	\$13,206.92	Principal =	\$41,134.70
2	01/01/14	\$10,241.15	3.30%	\$2,965.77	\$13,206.92	Interest =	\$11,692.97
3	04/01/14	\$10,325.51	3.30%	\$2,881.41	\$13,206.92		\$52,827.67
4	07/01/14	\$10,410.57	3.30%	\$2,796.35	\$13,206.92		
5	10/01/14	\$10,496.33	3.30%	\$2,710.58	\$13,206.92	Principal =	\$42,506.99
6	01/01/15	\$10,582.80	3.30%	\$2,624.12	\$13,206.92	Interest =	\$10,320.68
7	04/01/15	\$10,669.98	3.30%	\$2,536.94	\$13,206.92		\$52,827.67
8	07/01/15	\$10,757.88	3.30%	\$2,449.04	\$13,206.92		
9	10/01/15	\$10,846.50	3.30%	\$2,360.42	\$13,206.92	Principal =	\$43,925.05
10	01/01/16	\$10,935.85	3.30%	\$2,271.07	\$13,206.92	Interest =	\$8,902.61
11	04/01/16	\$11,025.94	3.30%	\$2,180.98	\$13,206.92		\$52,827.67
12	07/01/16	\$11,116.77	3.30%	\$2,090.15	\$13,206.92		
13	10/01/16	\$11,208.35	3.30%	\$1,998.57	\$13,206.92	Principal =	\$45,390.43
14	01/01/17	\$11,300.68	3.30%	\$1,906.24	\$13,206.92	Interest =	\$7,437.24
15	04/01/17	\$11,393.77	3.30%	\$1,813.15	\$13,206.92		\$52,827.67
16	07/01/17	\$11,487.63	3.30%	\$1,719.28	\$13,206.92		
17	10/01/17	\$11,582.27	3.30%	\$1,624.65	\$13,206.92	Principal =	\$46,904.69
18	01/01/18	\$11,677.68	3.30%	\$1,529.24	\$13,206.92	Interest =	\$5,922.98
19	04/01/18	\$11,773.88	3.30%	\$1,433.04	\$13,206.92		\$52,827.67
20	07/01/18	\$11,870.87	3.30%	\$1,336.05	\$13,206.92		
21	10/01/18	\$11,968.66	3.30%	\$1,238.26	\$13,206.92	Principal =	\$48,469.47
22	01/01/19	\$12,067.25	3.30%	\$1,139.66	\$13,206.92	Interest =	\$4,358.20
23	04/01/19	\$12,166.66	3.30%	\$1,040.25	\$13,206.92		\$52,827.67
24	07/01/19	\$12,266.89	3.30%	\$940.03	\$13,206.92		
25	10/01/19	\$12,367.94	3.30%	\$838.97	\$13,206.92	Principal =	\$50,086.45
26	01/01/20	\$12,469.83	3.30%	\$737.09	\$13,206.92	Interest =	\$2,741.22
27	04/01/20	\$12,572.55	3.30%	\$634.36	\$13,206.92		\$52,827.67
28	07/01/20	\$12,676.12	3.30%	\$530.79	\$13,206.92		
29	10/01/20	\$12,780.55	3.30%	\$426.37	\$13,206.92	Principal =	\$51,757.37
30	01/01/21	\$12,885.83	3.30%	\$321.09	\$13,206.92	Interest =	\$1,070.30
31	04/01/21	\$12,991.98	3.30%	\$214.93	\$13,206.92		\$52,827.67
32	07/01/21	\$13,099.01	3.30%	\$107.91	\$13,206.92		
		<u>\$370,175.14</u>		<u>\$52,446.20</u>	<u>\$422,621</u>		

Annual Debt Service \$52,827.67
 With 4% Discount \$55,028.82
 With 2% TC Fee \$56,151.86
 With 2% Admin Fee **\$57,297.81**

Paving 74%
\$44,796.42

Water 15%
\$7,143.65

Sewer 11%
\$5,357.74

of Lots 41
Lot charge **\$1,092.60**

39
\$183.17

39
\$137.38

\$1,413.14

Cost for 1 paving, 1 water, 1 Sewer

Roadway & Drainage	\$393,382
Extra 3 Lots	\$45,000
Extra Engineering Fees	\$5,070
Engineering fees	
Surveying Fees	
10% Contingency	
Bond Counsel	\$7,500
Total	\$450,952
1st year pymts	\$89,400
Extra Lot	\$80,777
Extra Engineer Fees	
Loan Amount	\$370,175

Estimated ----DEBT SERVICE SCHEDULE - Cornell.Princeton Alt B Best MSBU

CLOSURE DATE:		1-Jun-12	Qtrly Payments		36		
PRINCIPAL		\$296,000	Interest:		5.00%		
PERIOD / DATE	Yr	PRINCIPAL	Coupon Rate @ 365 day Year	INTEREST	TOTAL PAYMENT		
1	10/01/12	\$6,539.76	5.07%	\$3,751.38	\$10,291.15	Principal =	\$26,660.56
2	01/01/13	\$6,622.65	5.07%	\$3,668.50	\$10,291.15	Interest =	\$14,504.02
3	04/01/13	\$6,706.58	5.07%	\$3,584.57	\$10,291.15		\$41,164.59
4	07/01/13	\$6,791.57	5.07%	\$3,499.57	\$10,291.15		
5	10/01/13	\$6,877.65	5.07%	\$3,413.50	\$10,291.15	Principal =	\$28,038.01
6	01/01/14	\$6,964.81	5.07%	\$3,326.33	\$10,291.15	Interest =	\$13,126.57
7	04/01/14	\$7,053.08	5.07%	\$3,238.06	\$10,291.15		\$41,164.59
8	07/01/14	\$7,142.47	5.07%	\$3,148.68	\$10,291.15		
9	10/01/14	\$7,232.99	5.07%	\$3,058.15	\$10,291.15	Principal =	\$29,486.64
10	01/01/15	\$7,324.66	5.07%	\$2,966.49	\$10,291.15	Interest =	\$11,677.95
11	04/01/15	\$7,417.49	5.07%	\$2,873.66	\$10,291.15		\$41,164.59
12	07/01/15	\$7,511.50	5.07%	\$2,779.65	\$10,291.15		
13	10/01/15	\$7,606.69	5.07%	\$2,684.45	\$10,291.15	Principal =	\$31,010.10
14	01/01/16	\$7,703.10	5.07%	\$2,588.05	\$10,291.15	Interest =	\$10,154.48
15	04/01/16	\$7,800.72	5.07%	\$2,490.42	\$10,291.15		\$41,164.59
16	07/01/16	\$7,899.59	5.07%	\$2,391.56	\$10,291.15		
17	10/01/16	\$7,999.70	5.07%	\$2,291.44	\$10,291.15	Principal =	\$32,612.28
18	01/01/17	\$8,101.09	5.07%	\$2,190.06	\$10,291.15	Interest =	\$8,552.30
19	04/01/17	\$8,203.76	5.07%	\$2,087.39	\$10,291.15		\$41,164.59
20	07/01/17	\$8,307.73	5.07%	\$1,983.42	\$10,291.15		
21	10/01/17	\$8,413.02	5.07%	\$1,878.13	\$10,291.15	Principal =	\$34,297.24
22	01/01/18	\$8,519.64	5.07%	\$1,771.50	\$10,291.15	Interest =	\$6,867.35
23	04/01/18	\$8,627.62	5.07%	\$1,663.53	\$10,291.15		\$41,164.59
24	07/01/18	\$8,736.96	5.07%	\$1,554.19	\$10,291.15		
25	10/01/18	\$8,847.69	5.07%	\$1,443.46	\$10,291.15	Principal =	\$36,069.25
26	01/01/19	\$8,959.82	5.07%	\$1,331.33	\$10,291.15	Interest =	\$5,095.33
27	04/01/19	\$9,073.37	5.07%	\$1,217.77	\$10,291.15		\$41,164.59
28	07/01/19	\$9,188.37	5.07%	\$1,102.78	\$10,291.15		
29	10/01/19	\$9,304.82	5.07%	\$986.33	\$10,291.15	Principal =	\$37,932.82
30	01/01/20	\$9,422.74	5.07%	\$868.40	\$10,291.15	Interest =	\$3,231.77
31	04/01/20	\$9,542.16	5.07%	\$748.98	\$10,291.15		\$41,164.59
32	07/01/20	\$9,663.10	5.07%	\$628.05	\$10,291.15		
33	10/01/20	\$9,785.56	5.07%	\$505.58	\$10,291.15	Principal =	\$39,892.67
34	01/01/21	\$9,909.58	5.07%	\$381.57	\$10,291.15	Interest =	\$1,271.92
35	04/01/21	\$10,035.17	5.07%	\$255.98	\$10,291.15		\$41,164.59
36	07/01/21	\$10,162.35	5.07%	\$128.79	\$10,291.15		
		<u>\$295,999.57</u>		<u>\$74,481.70</u>	<u>\$370,481</u>		

Annual Debt Service	\$41,164.59
With 4% Discount	\$42,879.78
With 2% TC Fee	\$43,754.87
With 2% Admin Fee	\$44,647.83

Paving 72%	Water 16%	Sewer 12%
\$32,146.44	\$7,143.65	\$5,357.74

# of Lots	42	40	40
Lot charge	\$765.39	\$178.59	\$133.94

\$1,077.93
Cost for 1 paving, 1 water, 1 Sewer

Roadway & Drainage	\$193,217	
Water	\$42,990	
Sewer	\$32,800	
Engineering fees	\$24,000	
Surveying Fees	\$3,600	
10% Contingency	\$32,281	
Bond Counsel	\$7,500	
Total	\$336,388	
1st year pymts	\$44,700	\$40,388
Loan Amount		\$296,000

REVISED - Estimated -----DEBT SERVICE SCHEDULE - Cornell, Princeton Alt B Best MSBU

CLOSURE DATE: 1-Jun-12
 PRINCIPAL \$370,175

Qtrly Payments 52
 Interest: 3.25%

PERIOD / DATE	Yr	PRINCIPAL	Coupon Rate @ 365 day Year	INTEREST	TOTAL PAYMENT		
1	10/01/13	\$5,731.39	3.30%	\$3,049.45	\$8,780.84	Principal =	\$23,210.42
2	01/01/14	\$5,778.61	3.30%	\$3,002.23	\$8,780.84	Interest =	\$11,912.94
3	04/01/14	\$5,826.21	3.30%	\$2,954.63	\$8,780.84		\$35,123.36
4	07/01/14	\$5,874.21	3.30%	\$2,906.63	\$8,780.84		
5	10/01/14	\$5,922.60	3.30%	\$2,858.24	\$8,780.84	Principal =	\$23,984.74
6	01/01/15	\$5,971.39	3.30%	\$2,809.45	\$8,780.84	Interest =	\$11,138.62
7	04/01/15	\$6,020.58	3.30%	\$2,760.26	\$8,780.84		\$35,123.36
8	07/01/15	\$6,070.18	3.30%	\$2,710.66	\$8,780.84		
9	10/01/15	\$6,120.18	3.30%	\$2,660.66	\$8,780.84	Principal =	\$24,784.89
10	01/01/16	\$6,170.60	3.30%	\$2,610.24	\$8,780.84	Interest =	\$10,338.47
11	04/01/16	\$6,221.43	3.30%	\$2,559.41	\$8,780.84		\$35,123.36
12	07/01/16	\$6,272.68	3.30%	\$2,508.16	\$8,780.84		
13	10/01/16	\$6,324.36	3.30%	\$2,456.49	\$8,780.84	Principal =	\$25,611.74
14	01/01/17	\$6,376.45	3.30%	\$2,404.39	\$8,780.84	Interest =	\$9,511.63
15	04/01/17	\$6,428.98	3.30%	\$2,351.86	\$8,780.84		\$35,123.36
16	07/01/17	\$6,481.94	3.30%	\$2,298.90	\$8,780.84		
17	10/01/17	\$6,535.34	3.30%	\$2,245.50	\$8,780.84	Principal =	\$26,466.16
18	01/01/18	\$6,589.18	3.30%	\$2,191.66	\$8,780.84	Interest =	\$8,657.20
19	04/01/18	\$6,643.46	3.30%	\$2,137.38	\$8,780.84		\$35,123.36
20	07/01/18	\$6,698.19	3.30%	\$2,082.65	\$8,780.84		
21	10/01/18	\$6,753.37	3.30%	\$2,027.48	\$8,780.84	Principal =	\$27,349.10
22	01/01/19	\$6,809.00	3.30%	\$1,971.84	\$8,780.84	Interest =	\$7,774.27
23	04/01/19	\$6,865.09	3.30%	\$1,915.75	\$8,780.84		\$35,123.36
24	07/01/19	\$6,921.64	3.30%	\$1,859.20	\$8,780.84		
25	10/01/19	\$6,978.66	3.30%	\$1,802.18	\$8,780.84	Principal =	\$28,261.49
26	01/01/20	\$7,036.15	3.30%	\$1,744.69	\$8,780.84	Interest =	\$6,861.88
27	04/01/20	\$7,094.11	3.30%	\$1,686.73	\$8,780.84		\$35,123.36
28	07/01/20	\$7,152.56	3.30%	\$1,628.29	\$8,780.84		
29	10/01/20	\$7,211.48	3.30%	\$1,569.36	\$8,780.84	Principal =	\$29,204.31
30	01/01/21	\$7,270.88	3.30%	\$1,509.96	\$8,780.84	Interest =	\$5,919.05
31	04/01/21	\$7,330.78	3.30%	\$1,450.06	\$8,780.84		\$35,123.36
32	07/01/21	\$7,391.17	3.30%	\$1,389.67	\$8,780.84		
33	10/01/21	\$7,452.06	3.30%	\$1,328.78	\$8,780.84	Principal =	\$30,178.59
34	01/01/22	\$7,513.45	3.30%	\$1,267.39	\$8,780.84	Interest =	\$4,944.77
35	04/01/22	\$7,575.34	3.30%	\$1,205.50	\$8,780.84		\$35,123.36
36	07/01/22	\$7,637.75	3.30%	\$1,143.10	\$8,780.84		
37	10/01/23	\$7,700.66	3.30%	\$1,080.18	\$8,780.84	Principal =	\$31,185.37
38	01/01/23	\$7,764.10	3.30%	\$1,016.74	\$8,780.84	Interest =	\$3,937.99
39	04/01/23	\$7,828.06	3.30%	\$952.78	\$8,780.84		\$35,123.36
40	07/01/23	\$7,892.55	3.30%	\$888.29	\$8,780.84		
41	10/01/23	\$7,957.56	3.30%	\$823.28	\$8,780.84	Principal =	\$32,225.74
42	01/01/24	\$8,023.12	3.30%	\$757.72	\$8,780.84	Interest =	\$2,897.62
43	04/01/24	\$8,089.21	3.30%	\$691.63	\$8,780.84		\$35,123.36
44	07/01/24	\$8,155.85	3.30%	\$624.99	\$8,780.84		
45	10/01/24	\$8,223.04	3.30%	\$557.81	\$8,780.84	Principal =	\$33,300.82
46	01/01/25	\$8,290.78	3.30%	\$490.07	\$8,780.84	Interest =	\$1,822.55
47	04/01/25	\$8,359.07	3.30%	\$421.77	\$8,780.84		\$35,123.36
48	07/01/25	\$8,427.93	3.30%	\$352.91	\$8,780.84		
49	10/01/25	\$8,497.36	3.30%	\$283.48	\$8,780.84	Principal =	\$34,411.76
50	01/01/26	\$8,567.36	3.30%	\$213.48	\$8,780.84	Interest =	\$711.60
51	04/01/25	\$8,637.94	3.30%	\$142.90	\$8,780.84		\$35,123.36
52	07/01/25	\$8,709.10	3.30%	\$71.74	\$8,780.84		

\$370,175.14

\$86,428.60

\$456,604

Annual Debt Service \$35,123.36
 With 4% Discount \$36,586.84
 With 2% TC Fee \$37,333.51
 With 2% Admin Fee \$38,095.42

Paving 74% \$25,594.03
Water 15% \$7,143.65
Sewer 11% \$5,357.74

of Lots 41
 Lot charge \$624.24

\$944.79

Cost for 1 paving, 1 water, 1 Sewer

Roadway & Drainage	\$393,382
Extra 3 Lots	\$45,000
Extra Engineering Fees	\$5,070
Engineering fees	
Surveying Fees	
10% Contingency	
Bond Counsel	\$7,500
Total	<u>\$450,952</u>

1st year pymts \$89,400 \$80,777
 Extra Lot
 Extra Engineer Fees
 Loan Amount \$370,175

59175

Hunter Walker

From: Gwen Wilson
Sent: Wednesday, March 20, 2013 7:02 PM
To: Hunter Walker
Cc: DeVann Cook
Subject: Meeting with Gulf Breeze Friends of the Library

I attended the Friends of the Gulf Breeze Library meeting on Tuesday, March 12th. We discussed my proposal to allow Pensacola Beach residents access to Santa Rosa County libraries. There were 12 Friends of the Gulf Breeze Library members present and their response to the proposal was very positive.

There was one question from a new FOGBL member about the \$50 fee charged to Santa Rosa County residents for library use in Escambia County. I shared some of the history of our library system including our attempt to develop a reciprocal borrowing practice between the two counties and their refusal. I was asked about Escambia's new Library Director and I told them that the previous Director retired recently and that thus far my communication with their new Director has been positive. When asked about the possibility of a reciprocal borrowing agreement, I told them that I have hope for the future, but I do not think it will happen soon. They seemed to be okay with that response and discussed the fact that Pensacola Beach residents dine and shop in Gulf Breeze—thus spending money in Santa Rosa County.

While discussing the proposed guidelines, I told them that we have lost materials in the past because of non-resident borrowing but not just from Pensacola Beach residents. While reading the proposal, they noted that students from Pensacola Beach who attend Gulf Breeze Middle and High School are allowed to use the library as well as Santa Rosa County temporary residents or Snowbirds.

FOGBL discussed the following possible benefits for SRC:

- *Potential library volunteers from Pensacola Beach
- *Increased foot traffic at the Gulf Breeze Library
- *Increased circulation at the Gulf Breeze Library
- *Increased number of library program participants

At the end of the discussion, they all agreed that they are in favor of allowing Pensacola Beach residents access to Santa Rosa County libraries.

Gwen

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.



Attached is a proposal to allow residents of Pensacola Beach to use Santa Rosa County libraries.

After receiving a request from Commissioner Melvin and numerous residents of Pensacola Beach, I have drafted a proposal to allow residents of Pensacola Beach to use Santa Rosa County libraries.

I have developed a good working relationship with Escambia County's new director, and I believe this is the time to reconsider extending our services to residents of Pensacola Beach. It will be a step towards building a stronger relationship with Escambia County and its library system. Additionally, I believe it will be good for the community.

Gwen Wilson, Library Director

Proposed Library Borrowing Policy for
Pensacola Beach Residents (1/29/13)

Applicants who are not residents of Santa Rosa County but who reside on Pensacola Beach may receive a Santa Rosa County Library Card at no charge, provided the Pensacola Beach applicants comply with the following:

- 1). Applicants 18 and older must present Photo ID and two forms of verification that confirm permanent residency at a Pensacola Beach address.
- 2). Applicants 17 and younger must be accompanied by a parent or guardian who must present Photo ID and two forms of verification that confirm permanent residency at a Pensacola Beach address. Parent or guardian signature is required for all applicants under the age of 18.
- 2). The patron will be allowed to check out 10 items at a time for a three week checkout period.
- 3). The library card will remain active for one (1) year, at which time it may be renewed if the account is clear and proof of continued Pensacola Beach residency is provided.

*Santa Rosa County residents are allowed to check out 15 items for a three week loan period. Their cards are good for 2 years and may be renewed if their accounts are in good standing.

*Temporary residents (Snowbirds) are allowed to check out five (5) items for a three week loan period. Their cards are good for 6 months and may be renewed if their accounts are in good standing. They may also reactivate their cards if they return the next season and their accounts are in good standing.

* Pensacola Beach students who attend Gulf Breeze Middle School and Gulf Breeze High School are currently allowed to check out 15 items for a three week period. Their cards must be renewed at the beginning of each school year provided their accounts are in good standing.

No support documentation for this agenda item.

4

Greater Navarre Beach Arts Association

March 14, 2013

TO: Santa Rosa County
Administrative Services/Parks Operations Department

Attn: Ms. Rebecca Welch

RE: Reserve Navarre Park for Annual Navarre Fall Arts Festival
2013 dates – Sept. 27-29, 2013

This will be the seventh year that the Greater Navarre Beach Arts Association has coordinated a Navarre Fall Arts Festival. As in the past, our charter is to promote local artists, crafters, and crafty stuff. We also have used the stage in the park (on the sound) for music and entertainment during the festival.

We would like to request use of Navarre Park – all of the green space and all of the pavilions – once again for the annual event. This year we are planning to have it the last weekend in September (Sept. 27-29, 2013) and follow the layout we have had for the past several years.

Santa Rosa Medical Center has volunteered (for the third year) to be our primary sponsor for the 50 arts/crafts booths, 5-6 food vendors, and other booths that are normally part of the event. We will seek a separate sponsor for the children's painting area. We hire out: security, police services, toilets, park clean up, etc, but we would appreciate the park being mowed and fire ants prevention right before the event dates.

We are seeking other local art and social organizations to "partner" with us and help with all the details. If there are any changes to our plans, we will immediately notify Santa Rosa Parks Operations Dept.

We are seeking approval for the use of the park and would like to begin seeking the vendors as soon as possible.

Cordially, *Connie Jones*

Connie Jones, Navarre Fall Arts Festival Coordinator (850) 939-7964
Constanc-jones@att.net

GNBAA, 8540 Navarre Pky., Box 708, Navarre, FL 32566

Santa Rosa County
Administrative Services/Parks Operations Department
6495 Caroline Street, Suite J
Milton, Florida 32570

APPLICATION FOR RESERVATION OF COUNTY PARK FACILITIES

DATE(S) REQUESTED: Sept 27, 28 + 29, 2013

HOURS FROM 10 AM HOURS TO: 10 PM

PARK: Navarre Park on Hwy 98

ORGANIZATION Greater Navarre Beach Arts Assoc.

PROFIT NON-PROFIT GOVERNMENT

ACTIVITY SPONSOR: G N B A A

NAME OF REPRESENTATIVE: Connie Jones

ADDRESS: 6940 Cotton Boll Ln., Navarre, FL 32566

HOME PHONE #: 850-939-7964 WORK PHONE #: _____

OTR PHONE #: _____ E-MAIL: Constanc-jones@att.net

ALTERNATE REPRESENTATIVE: Jerry Foster (850) 501-2244

ADDRESS: Lola Circle, Navarre PHONE #: (850) 501-2244
Keller-Williams Real Estate

FACILITIES TO BE UTILIZED:

PORTABLE BUILDING(S) _____ GYMNASIUM _____

PAVILION(S) ALL FIELD(S) All Green Space

CONFERENCE CENTER _____ HORSE ARENA/STABLES _____

BRIEFLY EXPLAIN ALL ACTIVITIES PLANNED AT PARK. Arts/Crafts/Music Festival

Starting 10 AM Sat - thru about 4 pm on Sunday
there will be A/C Vendors, Foods, Music, etc.

WILL THERE BE ANY CHARGES ASSOCIATED WITH THE EVENT (i.e., admission fees, parking fees, etc.)?
0

PARTICIPANTS EXPECTED: 65 OBSERVERS EXPECTED: 3000+

**** Please note that the application and reservation fee are due no later than seven (7) days prior to the scheduled event, or the reservation will be cancelled.**

Santa Rosa County
Administrative Services/Parks Operations Department
6495 Caroline Street, Suite J
Milton, Florida 32570

SPECIAL REQUEST(S)/NEED(S):

- GARBAGE CANS Donated by Waste Mgmt
- PICNIC TABLES Moved so vendors can use pavilions
- BLEACHERS _____
- DESIGNATED PARKING AREA Yes - Parking Area for Park
- PORTABLE RESTROOM FACILITIES Will hire
- OTHER Park mowed - Fire Ants treatment
within week before event

CONDITIONS OF APPLICATION

1. The organization/party reserving aforementioned County park/facility agrees to provide proof of liability insurance, if applicable and requested, to be approved by the Santa Rosa County Risk Manager.
2. No alcoholic beverages are allowed.
3. The area must be left clean after use.
4. Event must terminate at specified time on application.
5. If reserving a pavilion, there is to be absolutely no unauthorized solicitation or selling of any type permitted at any time (to include on- and off-premises).
6. If issued a key(s) to open/close the County facilities on the day(s) reserved, the key(s) shall be for the applicant's strict use. The key(s) shall not be duplicated, and the applicant agrees to only unlock and utilize the facilities on the date(s) previously approved by the County. Moreover, the applicant agrees to return the key(s) to the Administrative Services/Parks Operations Department no later than the day following the last scheduled and approved event.

I, the undersigned, having read and being in full agreement with the above conditions governing this application, do promise to comply with all policies and rules as stated above and in Santa Rosa County Ordinance 05-11 and 07-01. I further understand that I will assume responsibility for any damages to the facility, property, or equipment, and will pay a fair price, as determined by the Parks Operations Department, for said damages.

Carrie Jones
SIGNATURE OF REPRESENTATIVE

3/14/2013
DATE

NOTICE OF INTENT TO CONSIDER AN ORDINANCE

The reading and adoption of the following proposed Ordinance by the Board of County Commissioners of Santa Rosa County, is scheduled for 9:30 a.m., March 28, 2013, in the Commissioners meeting room at the County Administrative Complex, located at 6495 Caroline Street, Milton, Florida.

AN ORDINANCE RELATING TO SANTA ROSA COUNTY, FLORIDA; AMENDING ORDINANCE 2007-16 SECTION 5 PERMITTING PROCEDURES FOR CONSTRUCTION AND DEMOLITION OR LAND CLEARING DEBRIS SOLID WASTE DISPOSAL FACILITIES; PROVIDING FOR THE ADDITION OF DISCLOSURE OF FINANCIAL RESPONSIBILITY FOR CLOSURE PROCEDURES; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

The Ordinance may be inspected by the public prior to the above scheduled meeting at the Office of the Clerk of Courts, BOCC Support Services Department, 6495 Caroline Street, Milton, Florida. All interested parties should take notice that if they decide to appeal any decision made by the Board of County Commissioners with respect to any matter coming before said Board at said meeting, it is their individual responsibility to insure that a record of the proceeding they are appealing exists and for such purpose they will need to insure that a verbatim record of the proceeding is made, which record shall include the testimony and the evidence upon which their appeal is to be based. Interested parties may appear at the meeting and be heard with respect to these proposed ordinances. If you are a person with a disability who needs any accommodation in order to participate in a public hearing you are entitled to the provision of certain assistance. Please contact Kathy Jordan at (850) 983-1855 or at 6495 Caroline Street, Milton at least one (1) week prior to the date of the public hearing.

- 1 issue –Press Gazette – March 13, 2013
- 1 issue – Gulf Breeze News – March 14, 2013
- 1 issue – Navarre Press – March 14, 2013

Bill and proof of publication to:
Santa Rosa County Administrator's Office
6495 Caroline Street, Suite D
Milton, Florida 32570

Attn: Kathy Jordan, Office Manager

Legal Line Ad

ORDINANCE 2013 - ____

**AN ORDINANCE RELATING TO SANTA ROSA COUNTY, FLORIDA;
AMENDING ORDINANCE 2007-16 SECTION 5 PERMITTING PROCEDURES
FOR CONSTRUCTION AND DEMOLITION OR LAND CLEARING DEBRIS
SOLID WASTE DISPOSAL FACILITIES; PROVIDING FOR THE ADDITION
OF DISCLOSURE OF FINANCIAL RESPONSIBILITY FOR CLOSURE
PROCEDURES; PROVIDING FOR CODIFICATION; AND PROVIDING FOR
AN EFFECTIVE DATE.**

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

SECTION 1. Section 5 of Santa Rosa County Ordinance 2007-16 is amended to read as follows: (Language added is printed in type which is **bold underline** type, and language deleted is printed in ~~struck through~~ type.)

**SECTION 5. PERMITTING PROCEDURES FOR CONSTRUCTION AND
DEMOLITION OR LAND CLEARING DEBRIS SOLID WASTE DISPOSAL
FACILITIES.**

A permit shall be required for the construction or operation of a construction and demolition debris or land clearing debris solid waste disposal facility in Santa Rosa County. No permit shall be issued for a Class I, Class II or Class III Landfill. The construction or operation of a construction & demolition debris or land clearing debris facility without obtaining the appropriate permit shall be a violation of this ordinance.

All permit holders shall submit quarterly reports to Santa Rosa County specifying the quantity of materials disposed of and the quantity and type of materials recycled.

A. Permitting Procedures for Construction & Demolition or Land Clearing Debris:

1. A Construction & Demolition Debris, or Land Clearing Debris permit application may be obtained from the Director.
2. All applications shall be signed and sealed by a Florida registered engineer or geologist and shall be accompanied by proof of ownership or the right to the use of the proposed site for the term of the permit requested, survey of the property and an approved fire suppression plan must be submitted with the application.
3. Upon receipt of a completed application, the Director or his designee shall make a site inspection and if satisfactory the application shall be forwarded, the Director shall forward the application, with written recommendations to the Board for final consideration.
4. All new permit applications shall submit a permit fee in the amount of \$5,000 for Construction & Demolition Debris Facilities, with construction & demolition renewal fees of

\$250, or \$250 for Land Clearing Debris Facilities with renewal fees of \$150 or such other amount as determined by resolution of the Board of County Commissioners. Said permit fee shall be for the purpose of funding the costs of enforcement/inspections by Santa Rosa County pursuant to this ordinance.

5. Financial responsibility for Construction & Demolition Debris Facilities.

a. ~~Upon receipt of the application, necessary supporting documents and the application fee, Permittee the County Engineer shall estimate the total cost of closure, and post-closure care, and intermediate corrective action (based on standards adopted by the County Engineer in his sole discretion Florida Department of Environmental Protection) of the permitted Construction & Demolition Debris Facility site using a Florida registered engineer, who shall sign and seal the said estimate. The County Engineer reserves the right to require applicants to submit their own cost estimates using a Florida registered engineer, who shall sign and seal the said estimates. The County Engineer shall use this estimates provided for informational purposes and shall not be required to rely upon them.~~ The applicant shall submit the written cost Estimates, together with all necessary justifications, together with the application and supporting documents, shall then be forwarded to the County for approval. The intent is that the amount of financial assurance required by the County shall be equal to or greater than that required by and the Florida Department of Environmental Protection for construction and demolition debris disposal facilities shall be the same, and shall be determined pursuant Fla. Admin. Code section 62-701.730, which is incorporated herein by reference. Future changes to section 62-701.730 are also adopted by reference without further action by the County.

b. Applicant shall furnish financial assurance to the satisfaction of the County for the cost of closure, and post-closure care and intermediate corrective action of Construction & Demolition Debris Facilities by providing a trust fund of the entire cost and signing a trust fund agreement provided by the County or by providing a bond for the faithful performance of Permittee's obligations, which bond shall be in a form acceptable to the County in its sole discretion. All said bonds shall be for the benefit of the County solely, and County shall not be a joint obligee thereon.

c. The financial assurance must ensure that funds necessary to meet the costs of closure and post-closure (long-term) care and intermediate corrective action are available to the County when needed and that the funds are accessible to allow the County to close or remediate

the site in the event that the site is abandoned, or ~~that~~ operations at the site are halted because permits are denied or revoked, ~~or that the site or the site's operation is non-compliant with federal, state or county guidelines.~~ Regardless, the permittee is responsible for all costs to properly close the solid waste management facility and ancillary operations. Except in emergency circumstances, as determined by the Board of County Commissioners, the county administrator, or his designee, shall issue a notice that the County intends to call on the financial assurance funds within thirty (30) days of receipt of the notice by the Permittee, unless the Permittee makes other arrangements satisfactory to the county administrator to close or otherwise provide long-term care, as required by county ordinances and state law. In the event that the Permittee believes that the notice of intent to call on financial assurance funds is premature or otherwise inappropriate, the Permittee may appeal from this administrative determination. The appeal will be filed with the Zoning Board of Adjustment and will be processed pursuant to LDC section 2.03.013-1 Santa Rosa County Code.

SECTION 3. 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 4. EFFECTIVE DATE. This Ordinance shall take effect upon filing of a certified copy of this Ordinance with the Department of State within ten (10) days after enactment.

PASSER AND ADOPTED by a vote of ___ yeas and ___ nays and ___ absent of the Board of County Commissioners of Santa Rosa County, Florida, on the ___ day of _____,

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

By: _____
Chairman

ATTEST:

Clerk of Court

I, Donald Spencer, 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 _____ day of _____, 2013.

Clerk of Court



SANTA ROSA COUNTY ENGINEERING

SANTA ROSA COUNTY, FLORIDA

6051 OLD BAGDAD HWY., STE. 300

MILTON, FLORIDA 32583

www.santarosa.fl.gov

Preliminary
Engineers Report
March 25, 2013

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 March 28, 2013 at 9:00 a.m. in Milton, Florida.

1. Recommend approval of Construction Plans for Pace Mill Creek Phase II, a 27 lot subdivision of a portion of Section 33, Township 2 North, Range 29 West, Santa Rosa County, Florida. (Working District 1)

Location: 2-1/2 miles, more or less, North on Chumuckla Highway from U.S. 90, Northeast on Education Drive, Southeast on Pace Mill Way, South on Grist Mill Circle.

No support documentation for this agenda item.



Public Services Committee

Chaired by:
Lynchard & Williamson

Meeting:
March 25, 2013, 9:00 A.M.

AGENDA

Development Services

1. Request BOCC approval to proceed with the abatement bid process for the following properties:

6496 Gaynell Av – Milton
5186 Green Springs Dr – Milton
8956 Hwy 87 S – Milton
8986 Hwy 87 S – Milton
9014 Hwy 87 S – Milton

5437 Pecos Pass – Gulf Breeze
5441 Pecos Pass – Gulf Breeze
8730 Ray Helms Rd – Milton
4466 Tamarind Dr - Pace
8302 Verano St – Navarre

2. Recommend BOCC approval, by resolution, of 2013-2015, three-year, Local Housing Assistance Plan (LHAP) and authorization for the Chairman to sign all related documentation.

Emergency Management

3. Recommend BOCC approval of an inter-local operating agreement with the Department of the Navy and Santa Rosa County Emergency Management Communications that establishes protocols for managing emergency calls (9-1-1-calls) for NAS Whiting Field.



Santa Rosa County Development Services



Beckle Cato, AICP
Planning and Zoning Director

Tony Gomillion
Public Service Director

Rhonda C. Royals
Building Official

MEMORANDUM

TO: Board of County Commissioners

FROM: Skip Tompkins, Compliance Division Superintendent 

THROUGH: Tony Gomillion, Public Services Director

DATE: March 18, 2013

RE: Request Approval to Proceed with the Abatement/Bid Process
For Ten (10) Properties

RECOMMENDATION

The Board directs Compliance Division staff to proceed with the Abatement/Bid Process for the following abandoned/derelict properties:

6496 Gaynell Av – Milton
5186 Green Springs Dr – Milton
8956 Hwy 87 S – Milton
8986 Hwy 87 S – Milton
9014 Hwy 87 S – Milton

5437 Pecos Pass – Gulf Breeze
5441 Pecos Pass – Gulf Breeze
8730 Ray Helms Rd – Milton
4466 Tamarind Dr - Pace
8302 Verano St – Navarre

BACKGROUND

All of the above listed properties have had multiple letters sent including the required Notification of Declaration of Nuisance with an appeal date listed stating they could appeal to the county commissioners if they disagreed with the building official's determination. More case specific information is listed below.

Santa Rosa County Public Service Complex
6051 Old Bagdad Highway, Suite 202 Milton, Florida 32583 ✓
Office: (850) 981-7000 - www.santarosa.fl.gov

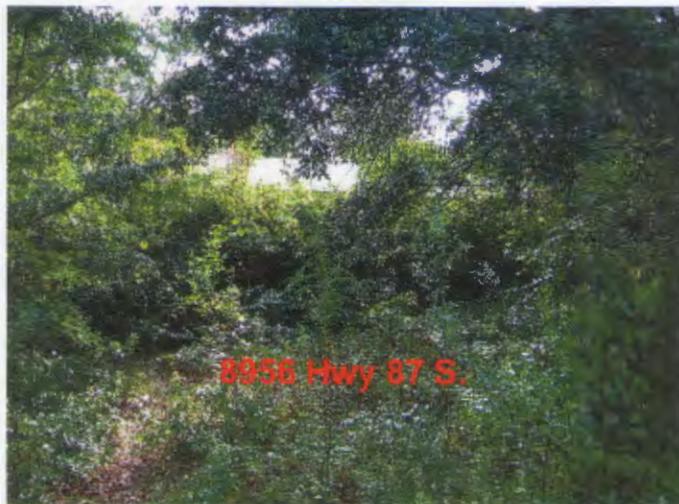
Inspections/Compliance Division Fax: (850) 623-1208 • Planning/Zoning Division Fax: (850) 983-9874 • Commercial Review Fax: (850) 623-1381



➤ **Gaynell Av** – Received complaint of derelict vehicle, trash/debris and unsafe structure in August 2012. Lis Pendens action is pending however the owner, as listed on tax rolls, has been dropped as defendant. Citi Mortgage, Inc. has received notice of pending county action. Property taxes are due for 2011 and 2012.



➤ **Green Springs Dr** – Complaint of derelict mobile home with roof caving in was received in July of 2012. Correspondence mailed via regular 1st Class mail has not been returned however no contact to this Department has been made by the owner. There are no Delinquent taxes.



➤ **8956 Hwy 87 S** – Complaint of unsafe/uninhabitable structure was received in October of 2012. This has the same owner as 8986 Hwy 87 S., 9014 Hwy 87 S., and 8730 Ray Helms Rd. This structure is on the same parcel of land as the structure on Ray Helms Rd. It appears all correspondence mailed has been received however no contact to this Department has been made by the owner. Property taxes are due for 2011 and 2012.



- **8986 Hwy 87 S** – Complaint of unsafe/uninhabitable structure was received in October of 2012. This has the same owner as 8956 Hwy 87 S., 9014 Hwy 87 S., and 8730 Ray Helms Rd. It appears all correspondence mailed has been received however no contact to this Department has been made by the owner. Property taxes are due for 2011 and 2012.



- **9014 Hwy 87 S** – Complaint of unsafe/uninhabitable structure was received in September of 2012. This has the same owner as 8956 Hwy 87 S., 8986 Hwy 87 S., and 8730 Ray Helms Rd. It appears all correspondence mailed has been received however no contact to this Department has been made by the owner. Property taxes are due for 2011 and 2012.



- **5437 Pecos Pass** - Received complaint of derelict mobile home in November 2011. The owner is aware of the complaint, but progress has been slow. Property taxes are current.



- **5441 Pecos Pass** - Received complaint of derelict mobile home in November 2011. The owner is aware of the complaint, but progress has been slow. Property taxes are current.



- **8730 Ray Helms Rd** - Complaint of unsafe/uninhabitable structure was received in September of 2012. This has the same owner as 8956, 8986, and 9014 Hwy 87 S. This structure is on the same parcel of land as the structure at 8956 Hwy 87 S. It appears all correspondence mailed has been received however no contact to this Department has been made by the owner. Property taxes are due for 2011 and 2012.



- **Tamarind Dr** - Received complaint of derelict mobile home in August 2012. Windows are broken and transients and animals have been seen going in and out. There is an active, named complainant on this case. Attempts at owner contact have been unsuccessful as letters mailed have been returned. Currently property taxes for 2007-'12 are due.
-



- **Verano St** - Received complaint of burned out mobile home in July 2012. Owner is aware of pending action from Santa Rosa County. There is an active named complainant on this case. Property taxes are current.

NEXT STEPS

If authorized, staff will carry out their requirement to post on properties and mail the 'Intent for Demolition and Removal of Unsafe Buildings'. If no action is taken and after allowing significant response time, bid specifications will be prepared and forwarded to the Procurement Department.

ABATEMENT HISTORY

There are currently no (0) properties scheduled for demo bids; there are five (5) pending contracts (totaling \$15,400.00) for demolition.

As of March 18, 2013 and since 2006, Santa Rosa County has contracted to demolish 54 properties at a total cost of \$160,714.00. Inclusive in this figure is the following:

2010 Santa Rosa County contracted to demolish 11 properties at a total cost of \$14,522.

2011 Santa Rosa County contracted to demolish 5 properties at a total cost of \$14,000.

2012 Santa Rosa County contracted to demolish 5 properties at a total cost of \$10,978.

2013 Santa Rosa County contracted to demolish 4 properties at a total cost of \$9,700.

*From 2010 through 2012 Santa Rosa County recovered \$31,337 from seven (7) liens.

X:\Building Inspections\Robyn\LABATEMENT\Hurricane Compliance Inquiry-Abatement\BOCC Letters-Memos\Proceed - Multiple Prop 03.13.doc

* Information as received from SRC Attorney's office.



Santa Rosa County Development Services



Beckie Cato, AICP
Planning and Zoning Director

Tony Gomillion
Public Service Director

Rhonda C. Royais
Building Official

MEMORANDUM

TO: Board of County Commissioners
FROM: Beckie Cato, Planning Director *BC*
DATE: March 12, 2013
SUBJECT: SHIP Local Housing Assistance Plan (LHAP)
Fiscal Years Covered: 2013-2014-2015

RECOMMENDATION:

Board approval, by resolution, of the 2013-2015, three-year, Local Housing Assistance Plan (LHAP) to be submitted to the Florida Housing Finance Corporation in accordance with Section 420.907-9079 F.S. and Chapter 67-37 Florida Administrative Code, as presented; and authorization for the Chairman to execute all documents necessary for the Plan approval and submission.

BACKGROUND:

The Plan defines the purpose of the program which is to meet the housing needs of the very low, low and moderate income households, to expand production of and preserve affordable housing, and to further the housing element of Santa Rosa County's Comprehensive Plan specific to affordable housing.

NEXT STEPS:

Following Board approval, staff will submit the LHAP to Florida Housing Finance Corporation for review and approval.

Santa Rosa County Public Service Complex
6051 Old Bagdad Highway, Suite 202 Milton, Florida 32583
www.santarosa.fl.gov
Office: (850) 981-7000



SANTA ROSA COUNTY

SHIP LOCAL HOUSING ASSISTANCE PLAN (LHAP)

FISCAL YEARS COVERED

2013-2014

2014-2015

2015-2016

BOCC Agenda: March 28, 2013

Approved by FHFC _____

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Santa Rosa County Local Housing Assistance Plan (LHAP)

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Section I. **PROGRAM DESCRIPTION:**

- A. Name of the participating local government:

SANTA ROSA COUNTY

- B. Purpose of the program:

Creation of the Plan is for the purpose of meeting the housing needs of the very low, low and moderate income households, to expand production of and preserve affordable housing, to further the housing element of the local government comprehensive plan specific to affordable housing.

- C. Fiscal years covered by the Plan:

2013-2014

2014-2015

2015-2016

- D. Governance:

The SHIP Program is established in accordance with Section 420.907-9079, Florida Statutes and Chapter 67-37 Florida Administrative Code. The SHIP Program does further the housing element of the local government Comprehensive Plan. Cities and counties must be in compliance with these applicable statutes and rules.

- E. Local Housing Partnership:

SHIP Program encourages building active partnerships between government, lenders, builders and developers, real estate professionals, advocates for low-income persons and community groups.

- F. Leveraging:

The Plan is intended to increase the availability of affordable residential units by combining local resources and cost saving measures into a local housing partnership and using public and private funds to reduce the cost of housing. SHIP funds may be leveraged with or used to supplement other Florida Housing Finance Corporation programs and to provide local match to obtain federal housing grants or programs.

- G. Public Input:

Public input was solicited through face to face meetings with housing providers, social service providers and local lenders and neighborhood associations. Public input was solicited through the local newspaper in the advertising of the Local Housing Assistance Plan and the Notice of Funding Availability.

- H. Advertising and Outreach:
The county shall advertise the notice of funding availability in a newspaper of general circulation and periodicals serving the ethnic and diverse neighborhoods, at least 30 days before the beginning of the application period. If no funding is available due to a waiting list, no notice of funding availability is required.
- I. Discrimination:
In accordance with the provisions of SS.760.20-760.37, it is unlawful to discriminate on the basis of race, creed, religion, color, age, sex, marital status, familial status, national origin, or handicap in the award application process for eligible housing.
- J. Support Services and Counseling:
Support services are available for various sources. Support services include homeownership counseling (pre and post), credit counseling, tenant counseling, transitional housing and legal aid services.
- K. Purchase Price Limits:
The sales price or value of new or existing eligible housing may not exceed 90% of the average area purchase price in the statistical area in which the eligible housing is located. Such average area purchase price may be that calculated for any 12-month period beginning not earlier than the fourth calendar year prior to the year in which the award occurs. The sales price of new and existing units, which can be lower, but, may not exceed 90% of the median area purchase price established by the U.S. Treasury Department or as described above.

The methodology used is:

- Independent Study (copy attached)
 U.S. Treasury Department
 Local HFA Numbers

The purchase price limit for new and existing homes is shown on the Housing Delivery Goals Charts.

- L. Income Limits, Rent Limits and Affordability:
The Income and Rent Limits used in the SHIP Program are updated annually from Department of Housing and Urban Development and distributed by Florida Housing Finance Corporation. Affordable means that monthly rents or mortgage payments including taxes and insurance do not exceed 30% of that amount which represents the percentage of the median annual gross income for the households as indicated in Sections 420.9071 F.S. However, it is not the intent to limit an individual household's ability to devote more than 30% of its income. If there are

reasonable compensating factors to demonstrate that a higher percentage is not likely to create a hardship and the first institutional mortgage lender is satisfied that the household can afford mortgage payments in excess of the 30% benchmark and in the case of rental housing, the cost does not exceed those rental limits adjusted for bedroom size, the household may devote more than 30% to housing expense.

A higher ratio of monthly mortgage payment (PITI) up to 39% may be considered if two or more of the following compensating factors apply:

- Demonstrated ability to budget and save on a consistent basis with an average of six (6) month savings of twice the PITI on the proposed loan.
- History of steady employment for more than two years in the same line of work or having completed college or specialized training in the field currently employed verified by the current employer.
- Credit score above 650.
- Demonstrated ability to pay monthly rent on-time at a comparable amount to the proposed PITI on the new loan preventing payment shock.

If an application is approved with a front-end ratio above 30%, the applicant will be required to sign an affidavit to signify that they are aware that the payment ratio exceeds the recommended program guidelines and that they are financially capable to meet the monthly mortgage requirements. If reasonable compensating factors as described above are not present, applicants with mortgage payment ratios in excess of 30% may not receive program funding. Applications with PITI to income ratios of 40% and higher will not be approved.

M. Welfare Transition Program:

Should an eligible sponsor be used, Santa Rosa County has developed a qualification system and selection criteria for applications for awards to eligible sponsors, which includes a description that demonstrates how eligible sponsors that employ personnel from the Welfare Transition Program will be given preference in the selection process.

N. Monitoring and First Right of Refusal:

In the case of rental housing, the staff for implementing the local housing assistance plan assisting rental developments shall annually monitor and determine tenant eligibility or, to the extent another governmental entity provides the same monitoring and determination, a municipality, county or local housing financing authority may rely on such monitoring and determination of tenant eligibility. However, any loan or grant in the original amount of \$3,000 or less shall not be subject to these annual monitoring and determination of tenant eligibility requirements. Tenant eligibility will be monitored at least annually for 15 years or the term of assistance which ever is longer unless as specified above.

Eligible sponsors that offer rental housing for sale before 15 years or that have remaining mortgages funded under this program must give a first right of refusal to eligible nonprofit organizations for purchase at the current market value for continued occupancy by eligible persons.

- O. Administrative Budget:
A detailed listing including line-item budget of proposed Administrative Expenditures is attached as Exhibit A. These are presented on an annual basis for each State fiscal year submitted.

Santa Rosa County finds that the moneys deposited in the local housing assistance trust fund shall be used to administer and implement the local housing assistance plan.

Section 420.9075 Florida Statute and Chapter 67-37, Florida Administrative Code, states:

“A county or an eligible municipality may not exceed the 5 percent limitation on administrative costs, unless its governing body finds, by resolution, that 5 percent of the local housing distribution plus 5 percent of program income is insufficient to adequately pay the necessary costs of administering the local housing assistance plan.”

Section 420.9075 Florida Statute and Chapter 67-37, Florida Administrative Code, further states:

“The cost of administering the program may not exceed 10 percent of the local housing distribution, plus 5 percent of program income deposited into the trust fund, except that small counties, as defined in s. 120,52(17), and eligible municipalities receiving a local housing distribution of up to \$350,000 may use up to 10 percent of program income for administrative costs.”

Santa Rosa County has adopted the above findings in the attached resolution, Exhibit E.

- P. Program Administration:
Administration of the local housing assistance plan is the responsibility of Santa Rosa County under the direction of the county housing staff under the Community Planning, Zoning & Development Department. Should a third party entity or consultant be contracted for other program functions, the duties, qualifications and selection criteria shall be fully described and affirmed in the respective project file.

- Q. Essential Service Personnel:
Required definition of Essential Services Personnel as noted in Rule Chapter 67-37.002(8) F.A.C., Chapter 67-37.005(10), F.A.C. and Section 420.9075(3), F.S.

"Essential Services Personnel" means persons whose household incomes do not exceed 140% of AMI for the CWHIP Program, and 120% of AMI for the purposes of SHIP as defined in the SHIP Rule 67-37 as determined annually by the Florida Housing Finance Corporation and adjusted for family size, and shall include persons in need of affordable housing who meet all of the following requirements:

Permanently employed by a company or organization located within Santa Rosa County, the City of Milton, the City of Jay, or the City of Gulf Breeze, all lying within Santa Rosa County, Florida in one of the following categories:

- (a) Local or state law enforcement, fire, rescue, and emergency services, public safety and emergency management
- (b) Teachers, educators, and school district personnel in the public, private and university systems
- (c) Health care professionals and support personnel
- (d) Tourism industry professionals and employees
- (e) Judicial/Court system management and support personnel
- (f) Service industry personnel, including child care, hospitality, and food service

- R. Innovative Design, Green Building Principle
Section 420.9075(3)(d), F.S. requires counties and eligible municipalities to describe initiatives in their local housing assistance plans that encourage or require innovative design, green building principles, storm resistant construction or other elements that reduce long term costs relating to maintenance, utilities or insurance.

Santa Rosa County new construction, rehabilitation or emergency repair specifications require that all appliances purchased and installed must have an *Energy Star* rating.

Section II. **LHAP HOUSING STRATEGIES:**

A. STRATEGY: Owner Occupied Rehabilitation

- a. Summary of the Strategy:
Funds will be provided for repairs and rehabilitation of sub-standard owner-occupied single-family units. The work will address repairs or improvements that are needed for safe or sanitary habitation and correction of substantial building code violations in accordance with the *Housing Program Rehabilitation Manual*.
- b. Fiscal Years Covered:
2013-2014
2014-2015
2015-2016
- c. Income Categories to be served:
Strategy provides assistance to families with incomes of 80% or less of the area median income.
- d. Maximum award: **\$25,000**. Awards will be made on a first qualified, first served basis. Qualified applicants are defined as those that have provided all necessary documentation to determine income and property eligibility.
- e. Terms, Recapture and Default:
Applicants, who are 62 years old or older, or handicapped/disabled and very low income will receive assistance in the form of a Deferred Payment Loan (DPL), zero percent (0%) interest with no monthly payments, secured by a recorded mortgage that is forgiven at a rate of 20% per year over a five (5) year period. At the end of five (5) years, the loan is forgiven.

Other applicants will receive assistance in the form of a Deferred Payment Loan secured by a mortgage. The loan is provided at zero percent (0%) interest with no monthly payments and a term of 10 years. At the end of ten (10) years, the loan will be forgiven.

Repayment of the loan is required in full when any of the following conditions occur:

- Sale. If the property is sold, the loan must be repaid.
- Occupancy. If the homeowner no longer resides in the home the loan must be repaid.
- Title Transfer. If the title is transferred, the loan must be repaid. An exception is allowed if a transfer is made to an income-eligible heir who is going to make the house their primary residence. The heir must apply for the exception and provide necessary information to certify household

income. If the title is transferred to an eligible heir who is not going to reside in the house or a non-income eligible heir, the loan must be repaid in full.

- Refinance to Access Equity. If a refinance is pursued to obtain a lower fixed rate mortgage, a reduction in the monthly principal and interest payment, with no cash out, a written request for the refinance and re-subordination may be submitted for consideration.

f. Recipient Selection Criteria:

The household must provide proof of property ownership. (Life estates are recognized as proof of ownership.) An extensive waiting list exists under this strategy. Awards will be made from applicants on the waiting list on a first qualified, first served basis. Outstanding mortgages, and real estate taxes must be current and the owner must have homestead exemption.

g. Sponsor Selection Criteria: This strategy will be implemented directly by Santa Rosa County staff.

h. Additional Information:

- Asset limitation. Applicants owning family assets exceeding \$25,000, as calculated in accordance with HUD's most current Occupancy Handbook, are ineligible to receive assistance.
- Funding limitation: An applicant assisted under this strategy is ineligible to receive additional funding for substantial repair during an outstanding 5-year or 10-year lien period. A homeowner is eligible to reapply for further assistance after the current/existing lien period has expired.
- Mobile homes are not eligible for assistance.
- Rehabilitation specifications require that all appliances purchased and installed must have an *Energy Star* rating.

B. STRATEGY: EMERGENCY REPAIR

a. Summary of the Strategy:

Funds will be used to provide emergency repair assistance in the form of a deferred payment loan (DPL) for very-low and low income homeowners. Funds will be used to address roofing, electrical, plumbing, sanitary disposal, life/safety conditions, structural code deficiencies and other related repairs.

b. Fiscal Years Covered:

2013-2014

2014-2015

2015-2016

c. Income Categories to be served:

Funds will assist applicants with very-low and low incomes.

d. Maximum award: **\$10,000**. Awards will be made on a first

qualified, first served basis. Qualified applicants are defined as those that have provided all necessary documentation to determine income and property eligibility.

e. Terms, Recapture and Default:

Direct yearly forgivable loan will be made to a qualified homeowner, secured by a recorded mortgage that is forgivable on the annual date of the loan at a rate of 20% per year over a five (5) year period. At the end of five (5) years the loan will be forgiven. The unforgiven amount of the lien must be repaid when any of the following conditions occur:

- Sale. If the property is sold, the loan must be repaid.
- Occupancy. If the homeowner no longer resides in the home, the loan must be repaid.
- Title Transfer. If the title is transferred, the loan must be repaid. An exception is allowed if a transfer is made to an income-eligible heir who is going to make the house their primary dwelling. The heir must apply for the exception and provide necessary information to certify household income. If the title is transferred to an eligible heir who is not going to reside in the house or a non-income eligible heir, the loan must be repaid in full.
- Refinance to Access Equity. If a refinance is pursued to obtain a lower fixed rate mortgage, a reduction in the monthly principal and interest payment, with no cash out, a written request for the refinance and re-subordination of the lien may be submitted for consideration.

f. Recipient Selection Criteria:

The applicant must provide proof of property ownership. If applicable, the applicant must provide a copy of a Life Estate Deed showing entitlement, (life estates are recognized as proof of ownership.) Outstanding mortgages, and real estate taxes must be current and the owner must have homestead exemption.

g. Sponsor Selection Criteria:

The sponsor/sub-recipient RFP process will only be used if the county elects to solicit a third party agent to administer the emergency repair strategy. Should the county elect to use a third party, the selection of a sub-recipient will be based upon responses to an advertised request for proposal (RFP). Selection criteria will include:

- Past experience of agency in managing emergency housing repair assistance activities;
- Projected SHIP cost per housing unit;
- Commitment of non-SHIP funds as leverage for SHIP dollars;
- Unit production goals for housing repair in relation to SHIP funds requested; and,

- Commitment to limit assistance to very low income households.

Proposals meeting the RFP requirements will be evaluated by the Affordable Housing Advisory Committee to determine the agency or organization that will implement the strategy. Final selection and contract approval will be made by the Board of County Commissioners. The RFP may solicit participation for the full three year LHAP period.

h. Additional Information:

- a. Asset limitation: Applicants owning family assets exceeding \$25,000, as calculated in accordance with HUD's Occupancy Handbook *Asset* Exhibit 5-2 (4350.3 REV-1), are ineligible to receive assistance.
- b. Mobile homes are not eligible for assistance.
- c. Emergency repair specifications require that all appliances purchased and installed must have an *Energy Star* rating.

C. **STRATEGY: FIRST TIME HOMEBUYER (DOWN PAYMENT/CLOSING COST AND PRINCIPAL MORTGAGE REDUCTION ASSISTANCE)**

a. Summary of the Strategy:

Funding will be provided to assist potential homebuyers with reducing the cost of purchasing a home. Eligible costs include, but are not limited to, down payment, principal mortgage reduction, first and second mortgage recording fees, intangible tax, appraisal fee, credit report fee, origination fee or service fee charged by the lender or closing agent, charges for title search and title insurance, the first year premium of hazard insurance, inspection fees and survey fees. Homes purchased through this strategy must meet the definition of "eligible housing" as defined in the SHIP Rule. Eligible units may be newly constructed or existing units which have had or will have repairs (minimum of \$100) within 12 months of closing. Evidence of repairs must be adequately documented. Escrows for future payments of real estate taxes, hazard insurance premiums or other required escrowed items are not eligible to be paid with SHIP funds.

b. Fiscal Years Covered:

- 2013-2014
- 2014-2015
- 2015-2016

c. Income Categories to be served:

Households with annual income up to 120% of area median income are eligible for assistance based upon the following limits:

- **Very low income household: Maximum \$15,000**

- **Low income household: Maximum \$10,000**
- **Moderate income household: Maximum \$7,500**

Maximum award is noted on the Housing Delivery Goals Chart.

d. Terms, Recapture and Default:

Funds must be secured by 15 year; zero percent (0%) interest, deferred payment mortgage that is forgivable at the end of fifteen (15) years. The loan must be repaid when any of the following conditions occur:

- **Sale.** If the property is sold, the loan must be repaid.
- **Occupancy.** If the homeowner no longer resides in the home, the loan must be repaid.
- **Title Transfer.** If the title is transferred, the loan must be repaid. An exception is allowed if a transfer is made to an income-eligible heir who is going to make the house their primary dwelling. The heir must apply for the exception and provide necessary information to certify household income. If the title is transferred to an eligible heir who is not going to reside in the house or a non-income eligible heir, the loan must be repaid in full.
- **Refinance to Access Equity.** If a refinance is pursued to obtain a lower fixed rate mortgage, a reduction in the monthly principal and interest payment, with no cash out, a written request for the refinance and re-subordination of the lien may be submitted for consideration.

e. Recipient Selection Criteria:

Assistance will be provided on a first ready, first served basis. First ready is defined as applicants that have a sales agreement to purchase a home, approval of a first mortgage with a local lender, and are income qualified. Additionally, families must meet the definition of a first-time homebuyer.

A first-time homebuyer is a family who has not owned a home within the past three (3) years immediately preceding the SHIP assisted purchase. However, someone who has lost the home as a result of a divorce within the last three (3) years meets the first-time homebuyer definition. Applicants must successfully complete a homebuyer counseling course.

f. Sponsor Selection Criteria: Not applicable.

g. Additional Information:

- Applicants receiving First Time Homebuyer assistance are not eligible for additional SHIP assistance except for Emergency Repair or Disaster Assistance for a period of five (5) years.
- Funds may be leveraged with federal, state, and private funds, as well as donations.
- **Asset limitation:** Applicants owning family assets exceeding \$25,000, as calculated in accordance with

HUD's Occupancy Handbook *Asset Exhibit 5-2* (4350.3 REV-1), are ineligible to receive assistance.

- Mobile homes are not eligible for assistance.

D. STRATEGY: DISASTER MITIGATION/RECOVERY (OPTIONAL)

- a. **Summary of the Strategy:**
SHIP funds may be used in all areas of Santa Rosa County to provide emergency repairs to homes owned by very low, low and moderate income families in the aftermath of a disaster declared by Federal or State Executive Order. Generally, such needs shall include, but not be limited to, interim repairs to avoid further damage to the home; tree and debris removal required to make individual housing units habitable; and post-disaster assistance with non-insured repairs to homes. This optional strategy will be implemented only in the event of a declared natural disaster that directly impacts Santa Rosa County.
- b. **Fiscal Years Covered:**
2013-2014
2014-2015
2015-2016
- c. **Income Categories to be served:**
Assistance will be given to families whose income is at or below 120% of the area median income.
- d. **Maximum award per household/dwelling: \$15,000.** Emergency rehabilitation assistance may be provided on a first qualified, first served basis. Qualified applicants are defined as those that have provided all necessary documentation to determine income and property eligibility.
- e. **Terms, Recapture and Default:**
Deferred Payment Loan will be provided to applicants, which is secured by a recorded mortgage that is forgivable at a rate of 20% on the anniversary per year over a five (5) year period. The interest on the loan is 0%. At the end of five (5) years the loan is forgiven. The loan must be repaid when any of the following conditions occur:
 - **Sale.** If the property is sold, the loan must be repaid.
 - **Occupancy.** If the homeowner no longer resides in the home, the loan must be repaid.
 - **Title Transfer.** If the title is transferred, the loan must be repaid. An exception is allowed if a transfer is made to an income-eligible heir who is going to make the house their primary dwelling. The heir must apply for the exception and provide necessary information to certify household

income. If the title is transferred to an eligible heir who is not going to reside in the house or a non-income eligible heir, the loan must be repaid in full.

- Refinance to Access Equity. If a refinance is pursued to obtain a lower fixed rate mortgage, a reduction in the monthly principal and interest payment, with no cash out, a written request for the refinance and re-subordination of the lien may be submitted for consideration.

f. Recipient Selection Criteria:

Assistance will be provided on a first qualified, first served basis following the declaration of the natural disaster. The home must be owner-occupied and documented for home-stead exemption. Qualified applicants are defined as those that have provided all necessary documentation to determine income and property eligibility.

g. Sponsor Selection Criteria: N/A

h. Additional Information:

- Asset limitation: Applicants owning family assets exceeding \$25,000, as calculated in accordance with HUD's Occupancy Handbook *Asset* Exhibit 5-2 (4350.3 REV-1), are ineligible to receive assistance.
- Mobile homes are not eligible for assistance.

E. **STRATEGY: RENTAL DEVELOPMENT (Leverage for State and Federal Programs) OPTIONAL**

a. Summary of the Strategy: Rental Development

SHIP funds may be used to support the Local Government Contribution when participating in such programs as, but not limited to, Low Income Housing Tax Credit (LIHTC), State or local tax-exempt bonds, the State Apartment Incentive Loan Program (SAIL) and the Predevelopment Loan Program. The SHIP local government contribution will be expended to support new construction of multi-family rental housing developments for eligible persons, including those with special needs. Funds to support affordable housing rental initiatives will be committed on a per project basis. The actual amount is ultimately contingent upon the matching levels required to effectively participate in the various programs and initiatives.

For those projects undertaken primarily in partnership with a local Community Housing Development Organization (CHDO) or a 501(c)(3) non-profit, an affordable housing sponsor will be selected through an open proposal submission process. The Board of County Commissioners will make the final decision regarding any project funding.

b. Fiscal Years Covered:

2013-2014
2014-2015
2015-2016

- c. Income Categories to be served: Rental units developed through this strategy must be occupied by very low, low and moderate income families (below 120% of the median) and at least 10% of the families must be either very low income (below 50% of the median) or special housing needs.
- d. Maximum Award: **\$175,000 per project maximum; \$50,000 per unit maximum.** The funding will be awarded on a project basis to the developer as development progresses and in accordance with terms approved on each specific project by the Board of County Commissioners.
- e. Terms, Recapture and Default: Deferred Payment Loan at zero percent (0%) or below market interest rate (for a 20 or 25 year term, as approved by the Board of County Commission based upon the specific project terms presented for consideration, forgivable in annual increments over the full term of the mortgage assuming compliance with all SHIP requirements by the Sponsor agency). Funds will be secured by mortgage and note. Maximum term is 25 years, unless a longer term is specifically required as a condition for project financing. As defined in the applicable mortgage and note, full recapture of SHIP funds invested is required upon default, unless a forgiveness provision (depreciating balance) is incorporated into the mortgage and note in which case, the un-depreciated portion shall be due and payable upon default. Compliance monitoring shall be performed annually by county housing program staff or a designated agent for a minimum of 15 years through direct review of Sponsor agency documentation to establish compliance with SHIP Program affordability requirements with respect to tenant occupancy, income levels, and rental rates. For FHFC financed projects that also receive SHIP local support, occupancy, rent, and housing quality compliance documentation secured by FHFC or its contract monitor, shall be deemed acceptable in meeting this requirement. The sale of properties assisted with SHIP funds shall require approval of the Board of County Commissioners and shall be acceptable (without repayment) only if the subsequent owner(s) agree to meet any remaining rental, occupancy and affordability obligations established in the development agreement, mortgage and note. Under the SHIP Program, assisted rental properties offered for sale prior to the end of the term of assistance must be subject to a right of first refusal for purchase at the current market value by eligible non-profit organizations that would provide continued occupancy by SHIP eligible persons.
- f. Recipient Selection Criteria:

Assistance will be provided on a first come/first served basis.

- g. Sponsor Selection Criteria:
- Sponsor's past experience in building affordable multifamily units.
 - Sponsor's past experience and demonstrated performance in management/operation of housing for special needs population(s);
 - Proposed total SHIP cost per unit;
 - History of providing housing to very low income families having special housing needs.
- h. Additional Information: N/A

**F. STRATEGY: DEVELOPMENT OF RESIDENTIAL UNITS
TARGETING SPECIAL NEEDS HOUSING (OPTIONAL)**

- a. Summary of the Strategy:
To assist local non-profit sponsors in developing special needs housing for eligible clients through acquisition, rehabilitation, and/or new construction of suitable units. Persons who have Special Housing Needs, are defined in 67-37.002(21) F.A.C. Such units shall be utilized by the subject non-profit sponsor to meet short or long-term housing needs of eligible persons. Operational costs after initial acquisition shall be the responsibility of the sponsoring agency.
- b. Fiscal Years Covered:
2013-2014
2014-2015
2015-2016
- c. Income Categories to be served: 100% of families assisted through this strategy must have incomes below 50% of the median income at the time of initial occupancy.
- d. Maximum Award: **\$75,000 per unit.**
- e. Terms, Recapture and Default: Direct Grant to provide special needs housing, along with a developmental agreement (agreement will contain specific terms and conditions that are project specific addressing construction/acquisition and set-aside restrictions as designated by the Board of County Commissioners), and deed restriction for not less than fifteen (15) years and not more than the most restrictive period required by any funding source. Mortgage term is not applicable to this Strategy. Compliance monitoring shall be performed annually by county housing program staff or a designated agent for a minimum of 15 years through direct review of Sponsor agency documentation to establish compliance with SHIP Program affordability requirements with respect to tenant occupancy, income levels, and rental rates. For FHFC financed

projects that also receive SHIP local support, occupancy, rent, and housing quality compliance documentation secured by FHFC or its contract monitor, shall be deemed acceptable in meeting this requirement. The sale of properties assisted with SHIP funds shall require approval of the Board of County Commissioners and shall be acceptable only if the subsequent owner(s) agree to meet any remaining rental, occupancy and affordability obligations established in the development agreement. Under the SHIP Program, assisted rental properties offered for sale prior to the end of the term of assistance must be subject to a right of first refusal for purchase at the current market value by eligible non-profit organizations that would provide continued occupancy by SHIP eligible persons.

- f. Recipient Selection Criteria: Assistance will be provided on a first come/first served basis. Properties secured through this activity shall be limited to occupancy by persons or families who are homeless or have special needs and who are under active case management by the Sponsor agency. Sponsor agency/agencies shall provide income and occupancy documentation to the SHIP Administrator at least annually.
- g. Sponsor Selection Criteria: The selection of sponsors for management of the special needs housing units will be based upon responses to an advertised request for proposal. Selection criteria will include the following:
- Non-profit sponsor's past experience and demonstrated performance in management/operation of housing for special needs population(s);
 - Sponsor's previous experience with documenting recipient's eligibility;
 - Proposed total SHIP cost per unit;
 - Demonstrated experience in providing services that are appropriate to the population residing in the units.
- h. Additional Information: N/A

III. LHAP INCENTIVE STRATEGIES

Section 420.9071(16), F.S.

- A. **Incentive Strategy:** The processing of approvals of development orders or permits as defined in s. 163.3164(7) and (8) for affordable housing projects is expedited to a greater degree than other projects.

Established policy and procedures:

On, June 11, 1998, Santa Rosa County adopted Resolution 98-17 adopting an expedited processing procedure. Affordable housing permit applications will be given priority in the event the permit approval time should reach a level in excess of seven (7) days.

- B. **Incentive Strategy:** The modification of impact-fee requirements, including reduction or waiver of fees and alternative methods of fee payment for affordable housing.

The county currently has a moratorium on transportation impact fees. However, in the event the moratorium is lifted, the county has an installment method which permits payment over a period of seven years with 1/7th paid upon approval and 1/7th paid annually for six years.

- C. **Incentive Strategy:** The establishment of a process by which a local government considers, before adoption, policies, procedures, ordinances, regulations, or plan provisions that increase the cost of housing.

Resolution 98-17, Section 1 (b) establishes the requirement for the review of local policies, procedures, ordinances, regulations and plan provisions that significantly impact the cost of housing, prior to their adoption with an emphasis on limiting the cost impact upon housing affordability. The County Planning office will have the responsibility of performing the review procedure.

- D. **Incentive Strategy:** The preparation of a printed inventory of locally owned public lands suitable for affordable housing.

An inventory of locally owned public lands suitable for affordable housing will be maintained by the County. The GIS Department has developed a program to identify such properties. A listing may be obtained upon request.

IV. EXHIBITS:

- A. **Administrative Budget for each fiscal year covered in the Plan.**
Exhibit A.
(Will be completed in accordance with SHIP requirements.)
- B. **Timeline for Encumbrance and Expenditure:** *Chapter 67-37.005, F.A.C.*
A separate timeline for each fiscal year covered in this plan is attached as **Exhibit B.**
Program funds will be encumbered by June 30 one year following the end of the applicable state fiscal year. Program funds will be fully expended within 24 months of the end of the applicable State fiscal year.
(Will be completed in accordance with SHIP requirements.)
- C. **Housing Delivery Goals Chart (HDGC) For Each Fiscal Year Covered in the Plan:** *Chapter 67-37.005, F.A.C.* **Exhibit C.**
(Will be completed in accordance with SHIP requirements.)
- D. **Certification Page:** *Chapter 67-37.005, F.A.C.*
Signed Certification is attached as **Exhibit D.**
- E. **Adopting Resolution:** *Section 420.9072, F.S.*
Original signed, dated, witnessed or attested adopting resolution is attached as **Exhibit E.**
- F. **Program Information Sheet:**
Completed program information sheet will be attached as **Exhibit F.**
- G. **Ordinance:** *Section 420.907, F.S.*
If changed from the original ordinance, a copy is attached as Exhibit G. **There has been no change to the original ordinance.**
Therefore, no Exhibit G is attached.
- H. **Interlocal Agreement:** *Section 420.9072, F.S.*
There is no interlocal agreement.

EXHIBIT A

Santa Rosa County SHIP Program

Administration Budget

Fiscal Year	2013
Salaries and Benefits	\$ 8,500.00
Office Supplies and Equipment	\$ 300.00
Travel Perdiem Workshops, etc	\$ -
Advertising	\$ 1,200.00
Total	\$ 10,000.00

Fiscal Year	2014
Salaries and Benefits	\$ 8,500.00
Office Supplies and Equipment	\$ 300.00
Travel Perdiem Workshops, etc	\$ -
Advertising	\$ 1,200.00
Total	\$ 10,000.00

Fiscal Year	2015
Salaries and Benefits	\$ 8,500.00
Office Supplies and Equipment	\$ 300.00
Travel Perdiem Workshops, etc	\$ -
Advertising	\$ 1,200.00
Total	\$ 10,000.00

Based on a distribution of \$100,000

Exhibit C

FLORIDA HOUSING FINANCE CORPORATION

HOUSING DELIVERY GOALS CHART

STRATEGIES FOR THE LOCAL HOUSING ASSISTANCE PLAN FOR STATE FISCAL YEAR: 2013-2014

Please check applicable box, & if Amendment, enter number

New Plan:		X
Amendment:		
Fiscal Yr. Closeout:		2016

Name of Local Government: Santa Rosa Available Funds: \$100,000.00

Strategy # From Plan Text	HOME OWNERSHIP STRATEGIES (strategy title must be same as the title used in plan text.)	YLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	A	B	C	D	E	F
		Units	Award	Units	Award	Units	Award	New Construction SHIP Dollars	Rehab/Repair SHIP Dollars	Without Construction SHIP Dollars	Total SHIP Dollars	Total Percentage	Total Units
1	Owner Occupied Rehabilitation	1	\$25,000	0	\$25,000				\$25,000.00		\$25,000.00	25.00%	1
2	Emergency Repair	2	\$10,000	0	\$10,000				\$15,000.00		\$15,000.00	15.00%	2
3	First Time Homebuyer	0	\$15,000	5	\$10,000	0	\$7,500	\$0.00	\$50,000.00	\$0.00	\$50,000.00	50.00%	5
4	Disaster Mitigation (optional)		\$15,000		\$15,000						\$0.00	0.00%	0
											\$0.00	0.00%	0
											\$0.00	0.00%	0
	Subtotal 1 (Home Ownership)	3		5		0		\$0.00	\$90,000.00	\$0.00	\$90,000.00	90.00%	8
	RENTAL STRATEGIES	YLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	New Construction	Rehab/Repair	Without Construction	Total	Total	Total
		Units	Award	Units	Award	Units	Award	SHIP Dollars	SHIP Dollars	SHIP Dollars	SHIP Dollars	Percentage	Units
5	Rental Development (optional)		\$50,000		\$50,000		50000				\$0.00	0.00%	0
6	Special Needs Housing (optional)		\$75,000								\$0.00	0.00%	0
											\$0.00	0.00%	0
											\$0.00	0.00%	0
											\$0.00	0.00%	0
	Subtotal 2 (Non-Home Ownership)	0		0		0		\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0
	Administration Fees										\$10,000.00	10.00%	
	Admin. From Program Income											0.00%	
	Home Ownership Counseling										\$0.00	0.00%	
	GRAND TOTAL												
	Add Subtotals 1 & 2, plus all Admin. & HO Counseling	3		5		0		\$0.00	\$90,000.00	\$0.00	\$100,000.00	100.00%	8
	Percentage Construction/Rehab	Calculate Constr./Rehab Percent. by adding Grand Total Columns A&B, then divide by Annual Allocation Amt.										90%	
	Maximum Allowable Purchase Price:							New	\$247,033	Existing	\$247,033	\$0	
	Allocation Breakdown	Amount		%		Projected Program Income:		\$0.00		Max Amount Program Income For Admin:		\$0.00	
	Very-Low Income	\$40,000.00		40.0%		Projected Recaptured Funds:							
	Low Income	\$50,000.00		50.0%		Distribution:		\$100,000.00					
	Moderate Income	\$0.00		0.0%		Total Available Funds:		\$100,000.00					
	TOTAL	\$90,000.00		90.0%									

FLORIDA HOUSING FINANCE CORPORATION

HOUSING DELIVERY GOALS CHART

STRATEGIES FOR THE LOCAL HOUSING ASSISTANCE PLAN FOR STATE FISCAL YEAR: 2014-2015

Please check applicable box, & if Amendment, enter number

New Plan:		X
Amendment:		
Fiscal Yr. Closeout:		2017

Name of Local Government: Santa Rosa Available Funds: \$100,000.00

Strategy #	HOME OWNERSHIP	VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	New Construction	Rehab/Repair	Without Construction	Total	Total	Total
		Units	Award	Units	Award	Units	Award						
1	Owner Occupied Rehabilitation	1	\$25,000	0	\$25,000				\$25,000.00		\$25,000.00	25.00%	1
2	Emergency Repair	2	\$10,000	0	\$10,000				\$15,000.00		\$15,000.00	15.00%	2
3	First Time Homebuyer	0	\$15,000	5	\$10,000	0	\$7,500	\$0.00	\$50,000.00	\$0.00	\$50,000.00	50.00%	5
4	Disaster Mitigation (optional)		\$15,000		\$15,000						\$0.00	0.00%	0
											\$0.00	0.00%	0
											\$0.00	0.00%	0
	Subtotal 1 (Home Ownership)	3		5		0		\$0.00	\$90,000.00	\$0.00	\$90,000.00	90.00%	8
	RENTAL STRATEGIES	VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	New Construction	Rehab/Repair	Without Construction	Total	Total	Total
		Units	Award	Units	Award	Units	Award	SHIP Dollars	SHIP Dollars	SHIP Dollars	SHIP Dollars	Percentage	Units
5	Rental Development (optional)		\$50,000		\$50,000		\$50,000				\$0.00	0.00%	0
6	Special Needs Housing (optional)		\$75,000								\$0.00	0.00%	0
											\$0.00	0.00%	0
											\$0.00	0.00%	0
											\$0.00	0.00%	0
	Subtotal 2 (Non-Home Ownership)	0		0		0		\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0
	Administration Fees										\$10,000.00	10.00%	
	Admin. From Program Income											0.00%	
	Home Ownership Counseling										\$0.00	0.00%	
	GRAND TOTAL												
	Add Subtotals 1 & 2, plus all Admin. & HO Counseling	3		5		0		\$0.00	\$90,000.00	\$0.00	\$100,000.00	100.00%	8
	Percentage Construction/Rehab	Calculate Constr./Rehab Percent. by adding Grand Total Columns A&B, then divide by Annual Allocation Amt.										90%	
	Maximum Allowable Purchase Price:							New	\$247,033	Existing	\$247,033		
	Allocation Breakdown	Amount		%				Projected Program Income:		Max Amount Program Income For Admin:		\$0.00	
	Very-Low Income	\$40,000.00		40.0%				Projected Recaptured Funds:					
	Low Income	\$50,000.00		50.0%				Distribution:		\$100,000.00			
	Moderate Income	\$0.00		0.0%				Total Available Funds:		\$100,000.00			
	TOTAL	\$90,000.00		90.0%								07-Jan-13	

Exhibit C		FLORIDA HOUSING FINANCE CORPORATION										Please check applicable box, & if Amendment, enter number	
HOUSING DELIVERY GOALS CHART												New Plan:	X
STRATEGIES FOR THE LOCAL HOUSING ASSISTANCE PLAN FOR STATE FISCAL YEAR: 2015-2016												Amendment:	
Name of Local Government: Santa Rosa												Fiscal Yr. Closeout:	2018
								Available Funds:	\$100,000.00				
								A	B	C	D	E	F
Strategy #	HOME OWNERSHIP	VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	New Construction	Rehab/Repair	Without Construction	Total	Total	Total
From Plan Text	STRATEGIES (strategy title must be same as the title used in plan text.)	Units	Award	Units	Award	Units	Award	SHIP Dollars	SHIP Dollars	SHIP Dollars	SHIP Dollars	Percentage	Units
1	Owner Occupied Rehabilitation	1	\$25,000	0	\$25,000				\$25,000.00		\$25,000.00	25.00%	1
2	Emergency Repair	2	\$10,000	0	\$10,000				\$15,000.00		\$15,000.00	15.00%	2
3	First Time Homebuyer	0	\$15,000	5	\$10,000	0	\$7,500	\$0.00	\$50,000.00	\$0.00	\$50,000.00	50.00%	5
4	Disaster Mitigation (optional)		\$15,000		\$15,000		\$15,000				\$0.00	0.00%	0
											\$0.00	0.00%	0
											\$0.00	0.00%	0
	Subtotal 1 (Home Ownership)	3		5		0		\$0.00	\$90,000.00	\$0.00	\$90,000.00	90.00%	8
	RENTAL STRATEGIES	VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	New Construction	Rehab/Repair	Without Construction	Total	Total	Total
		Units	Award	Units	Award	Units	Award	SHIP Dollars	SHIP Dollars	SHIP Dollars	SHIP Dollars	Percentage	Units
5	Rental Development (optional)		\$50,000		\$50,000		\$50,000				\$0.00	0.00%	0
6	Special Needs Housing (optional)		\$75,000								\$0.00	0.00%	0
											\$0.00	0.00%	0
											\$0.00	0.00%	0
											\$0.00	0.00%	0
	Subtotal 2 (Non-Home Ownership)	0		0		0		\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0
	Administration Fees										\$10,000.00	10.00%	
	Admin. from Program Income											0.00%	
	Home Ownership Counseling										\$0.00	0.00%	
	GRAND TOTAL												
	Add Subtotals 1 & 2, plus all Admin. & HO Counseling	3		5		0		\$0.00	\$90,000.00	\$0.00	\$100,000.00	100.00%	8
	Percentage Construction/Rehab	Calculate Constr./Rehab Percent. by adding Grand Total Columns A&B, then divide by Annual Allocation Amt.										90%	
	Maximum Allowable Purchase Price:							New	\$247,033	Existing	\$247,033		
	Allocation Breakdown	Amount		%		Projected Program Income:			Max Amount Program Income For Admin:			\$0.00	
	Very-Low Income	\$40,000.00		40.0%		Projected Recaptured Funds:							
	Low Income	\$50,000.00		50.0%		Distribution:			\$100,000.00				
	Moderate Income	\$0.00		0.0%		Total Available Funds:			\$100,000.00				
	TOTAL			90.0%								07-Jan-13	

**CERTIFICATION TO
FLORIDA HOUSING FINANCE CORPORATION**

Name of Local Government: Santa Rosa County

- (1) The local government will advertise the availability of SHIP funds pursuant to Florida Statutes.
- (2) All SHIP funds will be expended in a manner which will insure that there will be no discrimination on the basis of race, creed, religion, color, age, sex, familial or marital status, handicap, or national origin.
- (3) A process for selection of recipients for funds has been developed.
- (4) The eligible municipality or county has developed a qualification system for applications for awards.
- (5) Recipients of funds will be required to contractually commit to program guidelines.
- (6) The Florida Housing Finance Corporation will be notified promptly if the local government (or interlocal entity) will be unable to comply with the provisions in the plan.
- (7) The Local Housing Assistance Plan shall provide for the expenditure of SHIP funds within 24 months following the end of the State fiscal year in which they are received.
- (8) The plan conforms to the Local Government Comprehensive Plan, or that an amendment to the Local Government Comprehensive Plan will be initiated at the next available opportunity to insure conformance with the Local Housing Assistance Plan.
- (9) Amendments to the approved Local Housing Assistance Plan shall be provided to the Corporation within 21 days after adoption.
- (10) The trust fund shall be established with a qualified depository for all SHIP funds as well as moneys generated from activities such as interest earned on loans.
- (11) Amounts on deposit in the local housing assistance trust fund shall be invested as permitted by law.
- (12) The local housing assistance trust fund shall be separately stated as a special revenue fund in the local governments audited financial statements, copies of the audits will be forwarded to the Corporation as soon as available.
- (13) An interlocal entity shall have its local housing assistance trust fund separately audited for each state fiscal year, and the audit forwarded to the Corporation as soon as possible.

Page 2
Certification

- (14) SHIP funds will not be pledged for debt service on bonds or as rent subsidies.
- (15) Developers receiving assistance from both SHIP and the Low Income Housing Tax Credit (LIHTC) Program shall comply with the income, affordability and other LIHTC requirements, Similarly, any units receiving assistance from other federal programs shall comply with all Federal and SHIP program requirements.
- (16) Loans shall be provided for periods not exceeding 30 years, except for deferred payment loans or loans that extend beyond 30 years which continue to service eligible persons.
- (17) Rental Units constructed or rehabilitated with SHIP funds shall be monitored at least annually for 15 years for compliance with tenant income requirements and affordability requirements or as required in Section 420.9075 (3)(e)
- (18) The Plan meets the requirements of Section 420-907-9079 FS, and Rule Chapter 67-37 FAC, and how each of those requirements shall be met.
- (19) The provisions of Chapter 83-220, Laws of Florida has or has not been implemented.

Robert A. (Bob) Cole, Chairman
Board of County Commissioners
Santa Rosa County, Florida

ATTEST:

BOCC Approved:

Don Spencer, Clerk of Circuit Court

RESOLUTION NO. 2013-

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF SANTA ROSA COUNTY, FLORIDA APPROVING THE LOCAL HOUSING ASSISTANCE PLAN AS REQUIRED BY THE STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM ACT, SUBSECTIONS 420.907-420.9079, FLORIDA STATUTES; AND RULE CHAPTER 67-37, FLORIDA ADMINISTRATIVE CODE; AUTHORIZING AND DIRECTING THE CHAIRMAN TO EXECUTE ANY NECESSARY DOCUMENTS AND CERTIFICATIONS NEEDED BY THE STATE; AUTHORIZING THE SUBMISSION OF THE LOCAL HOUSING ASSISTANCE PLAN FOR REVIEW AND APPROVAL BY THE FLORIDA HOUSING FINANCE CORPORATION; AND PROVIDING AN EFFECTIVE DATE.

* * * * *

WHEREAS, the State of Florida enacted the William E. Sadowski Affordable Housing Act, Chapter 92-317 of Florida Sessions Laws, allocating a portion of documentary stamp taxes on deeds to local governments for the development and maintenance of affordable housing; and

WHEREAS, the State Housing Initiatives Partnership (SHIP) Act, ss. 420.907-420.9079, Florida Statutes (1992), and Rule Chapter 67-37, Florida Administrative Code, requires local governments to develop a one- to three-year Local Housing Assistance Plan outlining how funds will be used; and

WHEREAS, the SHIP Act requires local governments to establish the maximum SHIP funds allowable for each strategy; and

WHEREAS, the SHIP Act further requires local governments to establish an average area purchase price for new and existing housing benefiting from awards made pursuant to the Act; The methodology and purchase prices used are defined in the attached Local Housing Assistance Plan; and

WHEREAS, as required by *Chapter 67-37.005F.A.C.*, it is found that 5 percent of the local housing distribution plus 5 percent of program income is insufficient to adequately pay the necessary costs of administering the local housing assistance plan. The cost of administering the program may not exceed 10 percent of the local housing distribution plus 5 percent of program income deposited into the trust fund, except that small counties, as defined in s. 120.52(17), and eligible municipalities receiving a local housing distribution of up to \$350,000 may use up to 10 percent of program income for administrative costs.

WHEREAS, the County Housing Program staff has prepared a three-year Local Housing Assistance Plan for submission to the Florida Housing Finance Corporation; and

WHEREAS, the Board of County Commissioners finds that it is in the best interest of the public for Santa Rosa County to submit the Local Housing Assistance Plan for review and approval so as to qualify for said documentary stamp tax funds; and

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

ROSA COUNTY, FLORIDA that:

Section 1: The Board of County Commissioners of Santa Rosa County hereby approves the Local Housing Assistance Plan, as attached and incorporated hereto for submission to the Florida Housing Finance Corporation as required by ss. 420.907-420-9079, Florida Statutes, for fiscal years 2013, 2014 and 2015.

Section 2: The Chairman of the Board of County Commissioners and/or the County Administrator, or designee is hereby designated and authorized to execute any documents and certifications required by the Florida Housing Finance Corporation as related to the Local Housing Assistance Plan, and to do all things necessary and proper to carry out the term and conditions of said program.

Section 3: That the cost to be incurred in the administration, management, reporting, and monitoring functions associated with the SHIP Program shall be in excess of five percent and, therefore, the Commission finds that the total administrative fee associated with the SHIP Program shall not exceed 10 percent of the local housing distribution, plus 5 percent of program income deposited into the trust fund provided for in Rule 67-37.007(4), F.A.C.

Section 4: This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2013.

Board of County Commissioners
Santa Rosa County, Florida

Robert A. (Bob) Cole, Chairman

ATTEST:

Don Spencer, Clerk of Circuit Court

STATE HOUSING INITIATIVES PARTNERSHIP (SHIP) PROGRAM
INFORMATION SHEET

LOCAL GOVERNMENT: Santa Rosa County

CHIEF ELECTED OFFICIAL (Mayor, Chairman, etc.) :

Commissioner Robert A. (Bob) Cole, Chairman

ADDRESS: 6499 Caroline Street, Milton, FL 32570

SHIP ADMINISTRATOR:

ADDRESS: 6051 Old Bagdad Highway, Suite 201, Milton, FL 32583

TELEPHONE: (850) 981-7092 FAX: (850) 981-7099

EMAIL ADDRESS:

ADDITIONAL SHIP CONTACTS: Erin Malbeck, Housing Coordinator

ADDRESS: (Same)

EMAIL ADDRESS: erinm@santarosa.fl.gov

INTERLOCAL AGREEMENT: NO (IF yes, list other participants in the inter-local agreement):

The following information must be furnished to the Corporation before any funds can be disbursed.

LOCAL GOVERNMENT EMPLOYER FEDERAL ID NUMBER: 59-6000842

MAIL DISBURSEMENT TO: _____

ADDRESS: _____

OR: IF YOUR FUNDS ARE ELECTRONICALLY TRANSFERRED PLEASE COMPLETE THE ATTACHED FORM:
NO CHANGE FROM PREVIOUS ELECTRONIC FORM SUBMITTED.

Provide any additional updates the Corporation should be aware of in the space below:

Please return this form to: SHIP PROGRAM MANAGER, FHFC 227 N. BRONOUGH ST, STE 5000
TALLAHASSEE, FL 32301 Fax: (850) 922-7253



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: Dept. of the Navy/SRC Emergency Communications - Agreement
Date: March 28, 2013

RECOMMENDATION

Request that the Board approve an inter-local operating agreement with the Department of the Navy and Santa Rosa County Emergency Management Communications that establishes protocols for managing emergency calls (9-1-1 calls) for NAS Whiting Field.

BACKGROUND

Dispatch responsibility from NAS Whiting Field has been transferred to the CNRSE Regional Dispatch Center located in Jacksonville, Florida. This Operating Agreement (N60508-20130301-001) identifies responsibility and operational procedures to ensure all 9-1-1 calls for service originating from NAS Whiting Field and any associated off-base areas are answered appropriately.

COMPLETION

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

Animal Services
Dale Hamilton
Interim Director

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

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

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

"One Team, One Goal, One Mission"

OPERATING AGREEMENT
(N60508-20130301-001)

BETWEEN
COMMANDER, NAVY REGION SOUTHEAST
AND
NAVAL AIR STATION WHITING FIELD
AND
SANTA ROSA COUNTY EMERGENCY MANAGEMENT COMMUNICATIONS,
SANTA ROSA COUNTY, FLORIDA

Subj: OPERATING AGREEMENT ON OPERATIONAL PROTOCOLS AND
STIPULATIONS FOR MANAGING EMERGENCY CALLS FOR SERVICE
("911" CALLS) AT NAVAL AIR STATION WHITING FIELD

1. **Purpose.** To establish an Operating Agreement defining responsibilities and the Concept of Operations for managing emergency calls ("911" calls) at Naval Air Station (NAS) Whiting Field and Navy interactions with Santa Rosa County Emergency Communications.

2. **Scope.** This Operating Agreement covers emergency calls originating from NAS Whiting Field and any associated off-base areas.

3. **Background**

a. Commander, Navy Region Southeast (CNRSE) has moved NAS Whiting Field Emergency Dispatch responsibility from the NAS Whiting Field Dispatch Center to the CNRSE Regional Dispatch Center (RDC) located in Jacksonville, Florida.

b. CNRSE RDC, Santa Rosa County Emergency Communications and NAS Whiting Field must establish procedures and a Concept of Operations for handling emergency calls originating from on-board NAS Whiting Field. The purpose of such planning is to ensure all '911' calls for service are answered by either the CNRSE RDC or Santa Rosa County Emergency Communications, and that procedures are established to ensure proper management and/or transfer of calls.

4. **Concept of Operations**

a. Normal Operations. Emergency calls originating from on-board NAS Whiting Field are automatically routed to the CNRSE RDC, which is responsible for dispatching NAS Whiting Field

Fire/Emergency Medical Services (EMS) and Security personnel as appropriate. Santa Rosa County Emergency Communications will transfer any received emergency calls originating from NAS Whiting Field (i.e., cellular phone calls) to the CNRSE RDC.

b. Continuity of Operations. If the CNRSE RDC is non-operational, NAS Whiting Field will activate the Continuity of Operations (COOP) Dispatch Center, located aboard NAS Whiting Field. All emergency calls normally routed to the RDC will be automatically re-routed to the NAS Whiting Field COOP Dispatch Center. Santa Rosa County Emergency Communications will transfer any received emergency calls originating from NAS Whiting Field to the NAS Whiting Field COOP Dispatch Center using the normal transfer phone number.

c. COOP Transition. During the brief transition period between the CNRSE RDC becoming non-operational and the NAS Whiting Field COOP Dispatch Center activation, emergency calls intended for the RDC will automatically failover to Santa Rosa County Emergency Communications. Santa Rosa County Emergency Communications will receive these calls and notify NAS Whiting Field Fire or Security.

5. Responsibilities

a. Santa Rosa County Emergency Communications shall:

(1) Transfer any received emergency calls for service that originate within the jurisdiction of NAS Whiting Field to the CNRSE RDC.

(2) When transferring emergency calls to the Navy, remain on the telephone line long enough to ensure Navy Dispatch personnel have received the call.

(3) If the CNRSE RDC does not answer the transferred emergency call, contact NAS Whiting Field Fire or Security using alternate phone numbers provided by NAS Whiting Field.

(4) If the RDC becomes incapable of receiving emergency calls, be prepared to receive emergency calls intended for the RDC and notify NAS Whiting Field Fire or Security as appropriate. (Note - Santa Rosa County Emergency Communications will only receive RDC failover calls during the brief transition period between the RDC becoming non-operational and the NAS Whiting Field COOP Dispatch Center activation.)

(5) Assign a point of contact for resolving procedural questions and issues.

(6) Assign a point of contact to be notified in the event of CNRSE RDC becoming non-operational (emergency evacuation or catastrophic system failure) and when the NAS Whiting Field COOP Dispatch Center is activated.

(7) Work with NAS Whiting Field to update the Master Street Address Guide (MSAG) as appropriate to incorporate any NAS Whiting Field addressing changes.

(8) Notify CNRSE RDC of its intention to evacuate the Santa Rosa County Emergency Communications Public Safety Answering Point (PSAP) for any reason, to include hurricane or fire alarm evacuation and catastrophic system failures.

(9) Endeavor to continue to provide the support described in this agreement to the CNRSE RDC in case of mobilization or other national defense emergency or event. Santa Rosa County Emergency Communications' continued ability to do so may be diminished or terminated as a result of mobilization or other national defense emergency. CNRSE RDC acknowledges the possibility of diminished or terminated support resulting from such events or causes, and hereby prospectively relieves Santa Rosa County Emergency Communications from the consequences of such diminished or terminated support.

(10) Annually review and validate this Operating Agreement for currency and effectiveness, and update as appropriate.

b. CNRSE RDC shall:

(1) Transfer any received emergency calls for service that originate outside of the jurisdiction of NAS Whiting Field to Santa Rosa County Emergency Communications.

(2) Notify Santa Rosa County Emergency Communications and NAS Whiting Field of its intention to vacate the CNRSE RDC and activate the NAS Whiting Field COOP Dispatch Center for any reason, to include emergency evacuation or catastrophic system failure.

(3) If the CNRSE RDC becomes non-operational, be responsible for ensuring the telephone service provider automatically re-routes all incoming emergency calls to the NAS Whiting Field COOP Dispatch Center. The Santa Rosa County Emergency Communications PSAP shall not be required to re-program its phone transfer equipment to accommodate the RDC.

(4) Coordinate in advance with the Santa Rosa County Emergency Communications PSAP of any changes or modifications to the NAS Whiting Field 911 system or call routing that would affect functionality or operations agreed upon by this Operating Agreement.

(5) Assign a point of contact for resolving procedural questions and issues.

(6) Assign a point of contact to be notified in the event of the Santa Rosa County Emergency Communications PSAP's emergency evacuation or catastrophic system failure.

(7) Assume all costs for Navy RDC equipment, services and the recurring monthly costs of phone circuits and Automatic Location Identification (ALI) database access.

(8) Annually review and validate this Operating Agreement for currency and effectiveness, and update as appropriate.

c. NAS Whiting Field shall:

(1) Activate the NAS Whiting Field COOP Dispatch Center whenever the CNRSE RDC becomes non-operational, receive emergency calls, and dispatch NAS Whiting Field Fire and Security personnel as required.

(2) Notify the CNRSE RDC and Santa Rosa County Emergency Communications when the COOP Dispatch Center has been activated and is capable of receiving emergency calls.

(3) Identify a First Responder point of contact and phone number to receive and respond to emergency call information passed from Santa Rosa County Emergency Communications during the brief transition period between the CNRSE RDC becoming non-operational and the NAS Whiting Field COOP Dispatch Center activation.

(4) Assign a point of contact to be notified if the CNRSE RDC becomes non-operational and the NAS Whiting Field COOP Dispatch Center must be activated.

(5) Assign a point of contact for resolving procedural questions and issues.

(6) Provide Santa Rosa County Emergency Communications with any NAS Whiting Field addressing changes so Santa Rosa County Emergency Communications can update the local Master Street Address Guide (MSAG).

(7) Annually review and validate this Operating Agreement for currency and effectiveness, and update as appropriate.

6. Other Provisions

a. Availability of State/Local Funds: All obligations assumed by Santa Rosa County Emergency Communications under this agreement are subject to the availability of appropriated funds for the purpose of carrying out such obligations; as such funds are appropriated by the State of Florida and/or Santa Rosa County and are made available to Santa Rosa County Emergency Communications for such purpose. CNRSE RDC and NAS Whiting Field hereby release Santa Rosa County Emergency Communications from any claims based upon or attributable to Santa Rosa County Emergency Communications being unable to carry out its obligations assumed under this agreement due to a lack of appropriated funds made available to it for such purpose.

b. Availability of Navy Funds: All obligations assumed by CNRSE RDC and NAS Whiting Field under this agreement are subject to the availability of appropriated funds for the purpose of carrying out such obligations; as such funds are appropriated by the U.S. Congress and made available to CNRSE RDC and NAS Whiting Field for such purpose. Santa Rosa County Emergency Communications hereby releases CNRSE RDC and NAS Whiting Field from any claims based upon or attributable to CNRSE RDC being unable to carry out its obligations assumed under this agreement due to a lack of appropriated funds made available to it for such purpose.

7. Termination of Agreement. This Operating Agreement may be terminated by any party, upon written notice given not less than 30 days prior to the requested termination date, unless all

parties agree to a lesser period. Termination by any party shall not provide the basis for any claim against the U.S. Government or State of Florida.

8. Points of Contact

- a. Mr. Tom Fasanello / CNRSE RDC Manager
Phone: (904) 542-2852
E-mail: Thomas.Fasanello@navy.mil
- b. Mr. Richard Morfeld / NASWF Emergency Manager
Phone: (850) 623-7324
E-mail: Richard.moreld@navy.mil
- c. Kenneth Bass / Santa Rosa County 911 Coordinator
Phone: (850) 983-5350
E-mail: kenb@santarosa.fl.gov

9. Effective Date. This Operating Agreement is effective upon signature and shall remain in effect until modified or terminated by any of the parties concerned. Each party shall annually review this agreement to evaluate its effectiveness and determine if any modifications are needed. Modifications desired by any party are to be requested, in writing, at least 30 days in advance of proposed effective date.

[NAME IN ALL CAPS]
[Signing Official Title]
Santa Rosa County
Emergency Communications

[NAME IN ALL CAPS]
Commanding Officer
NAS Whiting Field

Date

Date

T. J. FASANELLO
Regional Dispatch Center Manager
Navy Region Southeast

Date

AGENDA
PUBLIC WORKS COMMITTEE

March 25, 2013

Chairman: Commissioner Williamson

Vice Chairman: Commissioner Melvin

1. Discussion of request from the Parker's Landing Homeowner's Association for a No Parking Zone on Whispering Pines Blvd. for approximately 75 feet north and south of Leeward Way.
2. Discussion of request from the Grand Pointe Homeowners Association for four (4) multi-way stop intersections on Mary Kate Drive and Kelton Boulevard as traffic calming measures.
3. Discussion of milling and resurfacing Henry Street at an estimated cost of \$140,000.00 and Forsyth Street at an estimated cost of \$150,000.00 to be funded from Franchise Fees for Roads and Drainage.
4. Discussion of proposal from Lowery Industrial Coatings, Inc. in the amount of \$26,800.00 for painting the exterior of the Administration Building based on comparison shopping.
5. Discussion of purchase of twenty-four 50-foot long steel piling for bridge construction from Sabel Steel Service at a cost of \$41,700.00 based on comparison shopping.
6. Discussion of acceptance of a Right-of-Way Easement from Grover Robinson IV as Trustee of the Alice Amelia Hall Trust for the purpose of eliminating limited visibility at the intersection of Twelve Oaks Drive and West Spencer Field Road.



Etheridge Property Management, Inc.

February 7, 2013

Santa Rosa County Public Works
Attn: Mr. Stephen Furman
6075 Old Bagdad Highway
Milton, FL 32583

Re: No Parking Signs for Parker's Landing

Mr. Furman,

On behalf of the Parker's Landing Homeowner's Association, I would like to request from Santa Rosa County that two (2) signs stating "No Parking" be placed near the gated entrance to Parker's Landing Subdivision.

The board has asked that the signs be placed on the grassy curbed area, in front of the subdivisions entrance, which is located at the intersection of Whispering Pines Boulevard and Leeward Way. The signs should state that there is to be no parking within 75 feet from each sign.

The reason for this request is that there has been a severe problem with individuals parking their cars in this area. The issue is making it extremely difficult for Parker's Landing Residents to be able to see properly when pulling out of the neighborhood, creating a safety hazard not only for them, but for drivers on Whispering Pines Boulevard as well. Furthermore, the parked vehicles are killing the grass in this area, which takes away from the well maintained neighborhood entrance, and the area as a whole.

I have attached pictures displaying the desired location of the signs, for your reference.

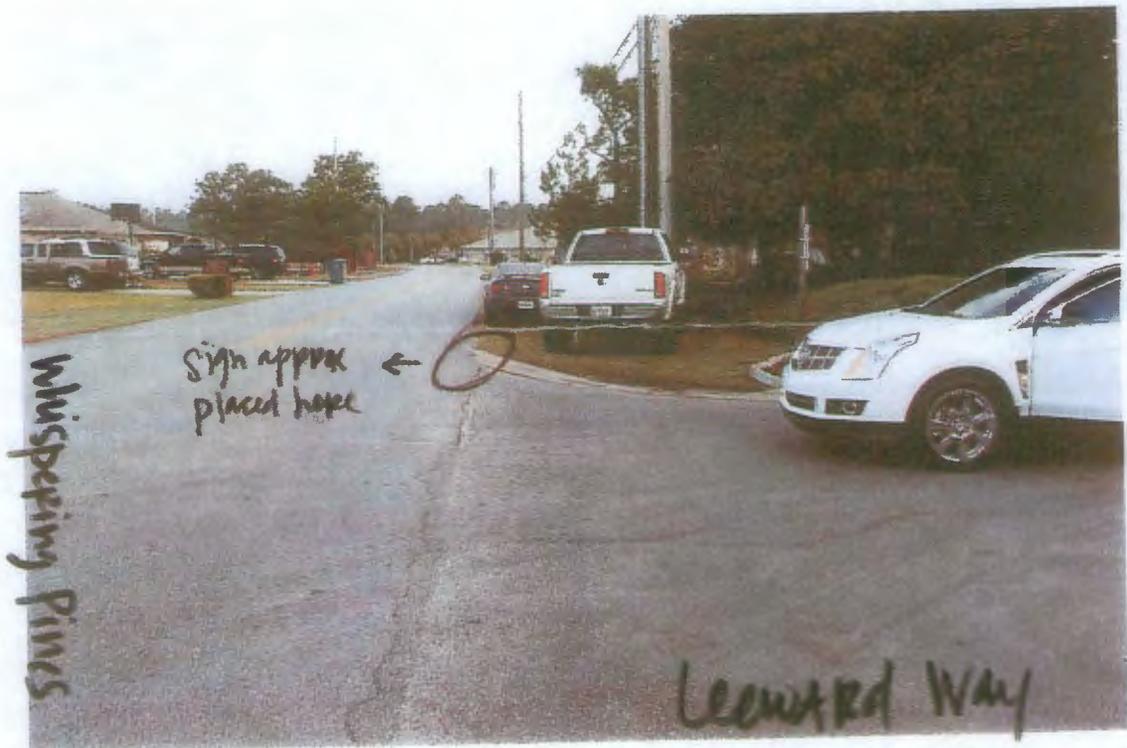
Please feel free to contact me at Etheridge Property Management at (850) 484-2611 or email me at pswain@epmfl.net if you should need any further information.

Sincerely,


Paige Swain

Property Manager





Grand Pointe Development Homeowners Association
850.473.3983 850.473.3975 Fax

March 11, 2013

Tom Collins, Fleet and Facility Manager
Santa Rosa County Public Works
6075 Old Bagdad Highway
Milton, FL. 32583

Dear Mr. Collins:

In accordance with the Santa Rosa County Traffic Calming Procedures, the Grand Pointe Homeowners Association wishes to formally request the implementation of new traffic calming devices in our neighborhood.

In recent years, the population of our neighborhood and the surrounding neighborhoods has increased. In addition, there have been two additional traffic calming devices installed since the original design of our neighborhood – the speed bumps on Bayshore Road and the traffic signal at Kelton and Highway 98. As a result, our neighborhood has seen an increase in traffic seeking both to avoid the speed bumps on Bayshore and to take advantage of the traffic signal at Kelton and Highway 98. We now find ourselves in a situation where our current traffic calming devices are no longer sufficient.

The speed limit in our neighborhood is 20mph. Unfortunately, there are two primary areas where this speed limit is ignored and it is not uncommon for drivers to exceed it by 10-30mph. This creates an immediate and ongoing danger to our residents, especially to the young children and pedestrians. It has also resulted in the destruction of property (i.e., mailboxes) as drivers lose control. Our primary areas of concern are located on Mary Kate Drive (between E Bayshore and Mary Fox) and Kelton Boulevard (between Mary Kate and Mary Fox). These areas have become particularly hazardous as drivers treat them more like drag strips than residential roadways.

In order to both study and combat the problem, our HOA has hired the Santa Rosa County Sheriff's Department to patrol our neighborhood and run radar. This has provided us with two years' worth of statistical evidence confirming the problem. It has further pinpointed the specific speed zones, indicating the biggest problems are located near Kelton and Burchardt and again on Mary Kate near both Angel and Edmund. Although we have seen a decrease in traffic violations immediately following the patrols, it has proven to be an ineffective long-term solution. It is for this reason we are seeking assistance from your department.

Grand Pointe is somewhat unique, demographically. It has both a large population of very young children and retired persons. Both groups are extremely active and spend a great deal of time walking and riding bikes. We are very concerned for their safety and must do all possible to protect them.

Presently, there are no traffic calming devices on Mary Kate between E Bayshore Road and Mary Fox Drive. It creates a natural opportunity for drivers to increase their speed, either unconsciously or consciously. Either way, it results in a high speed zone and a very dangerous stretch of road. At the same time, the situation is made even more dangerous with almost every house on this strip being occupied by preschool or elementary school aged children, plus a neighborhood park.

In addition, there are no traffic calming devices on Kelton Boulevard between Mary Kate Drive and Meek Street. Again, it results in a high speed zone and a very dangerous stretch of road. Here too, almost every home along this stretch is occupied by young children and made even more hazardous by a curve drivers enjoy racing around.

In both speed zones, there have been near misses between pedestrians, cyclists and vehicles; multiple mailboxes destroyed by out of control drivers; and countless warnings and citations issued by law enforcement for speeding. In order to combat this problem and pursue a permanent solution, we would like to request the following traffic calming devices:

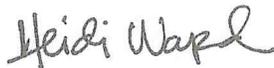
1. Install an all-way stop sign at Mary Kate Drive and Edmund Drive. This would calm traffic in the speed zone, forcing drivers to slow down and protect children playing at the park.
2. Install an all-way stop sign at Mary Kate Drive and Angel Court. This would calm traffic in the speed zone, forcing drivers to slow down. It would also be an additional measure to break up this long stretch of roadway.
3. Install an all-way stop sign at Kelton Boulevard and Burchardt Court. This would calm traffic in the speed zone and slow traffic upon entering and exiting the curve.
 - a. Alternative: We would consider installing a speed hump in this area, if your department considers it a better solution.
4. Install an all-way stop sign at Kelton Boulevard and Sylte Lane. This would calm traffic and slow drivers before entering the curve near Abbie Elizabeth.

Thank you for your time and consideration. Please do not hesitate to contact us if you have any questions or concerns. We look forward to working with you in the near future.

Respectfully,



Kevin Cain
President, Grand Pointe HOA
(kcain2@sc.rr.com)



Heidi Ward
Secretary, Grand Pointe HOA
(heidi.smith.ward@gmail.com)

Grand Pointe 32563, Santa Rosa County





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

Stephen L. Furman
Assistant
Public Works Director
6075 Old Bagdad Hwy.
626-0191 • 994-5721 • 623-2221

AVIS WHITFIELD
Director of Public Works
6075 Old Bagdad Hwy.
626-0191 • 994-5721 • 623-2221
Fax 623-1331

Thad Allen
Superintendent
Building Maintenance/Parks
P. O. Box 864
623-1569 • 939-1877

3

MEMO

TO: Hunter Walker, County Administrator
FROM: Avis Whitfield, Public Works Director *AW*
SUBJECT: Resurfacing of Henry and Forsyth Streets
DATE: March 19, 2013

The estimated costs of milling and resurfacing Henry and Forsyth Streets are \$140,000.00 and \$150,000.00 respectively. Resurfacing is to be funded from Franchise Fees for Roads and Drainage.

AW/lc

4

PROPOSAL
LOWERY INDUSTRIAL COATINGS, INC.
1814 Blackbird Lane
Pensacola, FL 32534

Phone 850/969-0071
Fax 850/475-9225

TO: Santa Rosa County Maintenance Dept.
4530 Old Bagdad Highway
Milton, FL 32583

Attn.: Rod Hardy & Thad Allen

Project: Santa Rosa Administration Building / Exterior Painting
Location: Milton, FL

The undersigned proposes to furnish all insurance, supervision, material, and perform all labor necessary to complete the following:

Scope of Work:

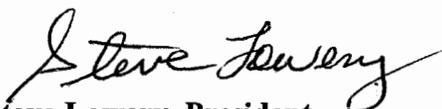
Based on specification provided by Santa Rosa County. Based on using Sherwin-Williams paint.

Estimated time of completion: 30 Days (not including weather delays).

BASE BID: \$26,800.00

Terms: Monthly Draws
We may withdraw this proposal if not accepted within 30 days.
This proposal includes no special insurance.

LOWERY INDUSTRIAL COATINGS, INC.



Steve Lowery, President
Feb. 28, 2013

PROPOSAL

Ezra Sweeney Painting Co. Inc.
5350 Ticonderoga Street
Milton, FL 32570
850-626-0661

PROPOSAL NO.	116
SHEET NO.	1
DATE	02-28-2013

PROPOSAL SUBMITTED TO: Att: Red Hardy

NAME	Santa Rosa County
ADDRESS	Board of County Commissioners
	Milton, Florida 32570
PHONE NO.	850-623-1569

WORK TO BE PERFORMED AT:

ADDRESS	Santa Rosa Administration Building
	6495 Caroline Street Milton, FL
DATE OF PLANS	N/A
ARCHITECT	N/A

We hereby propose to furnish materials and perform the labor necessary for the completion of Santa Rosa Admin Bldg.
Surface Preparation - Exterior
Power wash entire building with 4000 PSI washer, to remove dirt, mildew, loose and peeling paint. Hand scrape OR power tool clean to remove loose paint, which remains after power washing.
Remove all Damaged + cracked vertical caulking.
Protect all windows + sidewalks from paint with painters tape + plastic.

Finish Coats

Repack all expansion joints that is Damaged and recaulk with Urethaned Elastomeric sealant caulk. Caulk windows if needed.
Power tool and Prime Metal. Apply two coats Acrylic Semi-Gloss, Prime Building with Elastomeric. Top coat with Elastomeric. Paint. Paint all windows, Doors and rails. All paint Details listed on Schedule Sheet will be performed.

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work, and completed in a substantial workmanlike manner for the sum of Forty Three

Thousand and xx/100 Dollars (\$ 43,000.⁰⁰)

with payments to be made as follows: Three DRAWS

one Third to start,
one Third Halfway through the job,
one Third upon completion of job.

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted: Ezra Sweeney

Per _____

Note—this proposal may be withdrawn by us if not accepted within _____ days.

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature _____

Date _____

Signature _____



STRUCTURE
CLEANING & COATING

5805 ANDERSON LANE MILTON, FL 32570

WWW.STRUCTURECLEANING.COM

850.564.7420 OFFICE

850.665.2042 FAX

Proposal
Exterior Cleaning & Painting Of
Santa Rosa County Administration Building

March 7, 2013

Mr. Rod Hardy
Santa Rosa County Maintenance
4530 Spikes Way
Milton, Florida 32583

RE: Santa Rosa County Administration Building
6495 Caroline Street
Milton, Florida 32570

Dear Mr. Hardy,

Thank you for the opportunity to provide you with a proposal to clean and paint the exterior of the Santa Rosa County Administration Building. Enclosed you will find a detailed proposal of all areas to be cleaned and painted and a price for completion. We have a tremendous amount of experience with working on and around operational buildings such as hospitals, universities, courthouses, etc. without causing problems. We will work with you closely to plan our work around the events of the building to stay out of the way. The building will be accessed with a forty foot platform operated boom lift using all necessary safety precautions. We look forward to working with you on this project.

Current Condition

The stucco exterior of the building is suffering from a moderate amount of biological growth including mold, algae and mildew. The coating over the stucco is substantially worn and many of the vertical caulk joints are cracked and separated from the joint edges. Many areas of paint on the window jambs and awnings are cracked and peeling.

Recommendations

Cleaning

Our surface restoration cleaning process is the perfect prep for coating the building. Treat the entire exterior of the building with our soft chemical restoration system. This system uses a blend of chemistry designed to destroy the root and seed of embedded biological growth from any surface as opposed to pressure washing which will effectively only give this growth a "haircut". The chemistry is applied with just enough pressure to coat the area to be cleaned and then rinsed with approximately 400 PSI. We will need access to standard water hose faucets at ground level.

Painting

After cleaning we will apply two coats of Davlin Acrylastic 490 wall coating to the stucco walls. Each coat is applied at 7 mils wet for a total of 14mils wet as per manufacturer specifications. Paint the metal handrails, doors, window jambs, awning frames and water valves as per the job specifications.

Caulking

Remove and replace all cracked vertical caulk joints with Sonneborn NP1 sealant. (Estimated 650 linear feet)

Length of the job

We estimate the job to take three weeks weather permitting.

Price – Fifty Four Thousand Eight Hundred Fifty Dollars (\$54,850)

This price is to furnish all labor, materials, equipment, and supervision to complete the job as described above. This price is effective for ninety days from the date of this proposal.

Terms – Draws to be negotiated.

Sincerely,



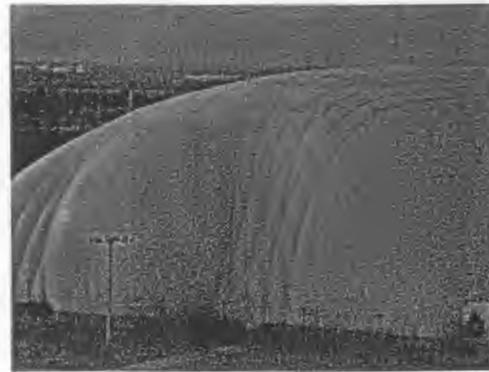
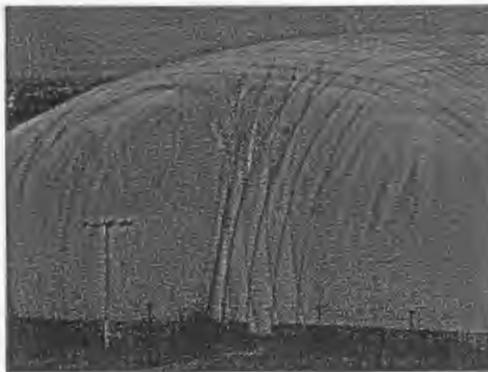
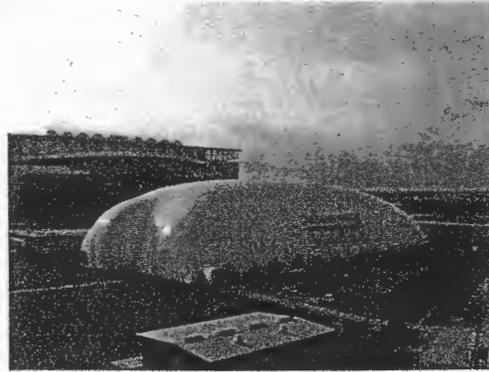
Patrick Murrell
Structure Cleaning & Coating



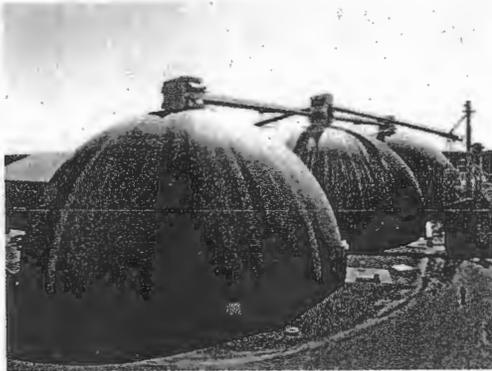
STRUCTURE CLEANING & COATING

REFERENCES

Houston Texans
Houston, Texas
Doug West
dwest@houstontexans.com
832.667.2277



Tifton Quality Peanuts
Tifton, Georgia
Clint Watson
cwatson@tqpeanuts.com
229.386.9229



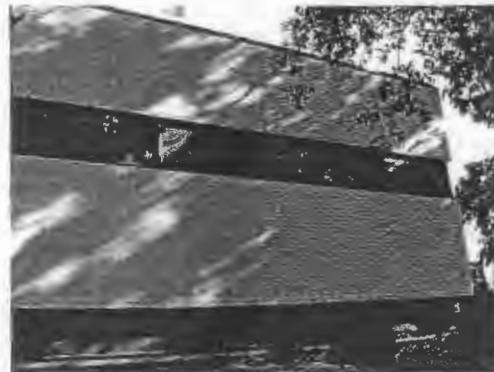
Louisiana State University
Paul M Herbert Law Center
Baton Rouge, Louisiana
Stephen Parker
stephen.parker@law.lsu.edu
225.578.8325



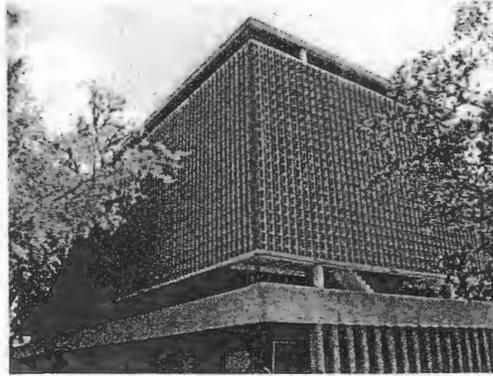
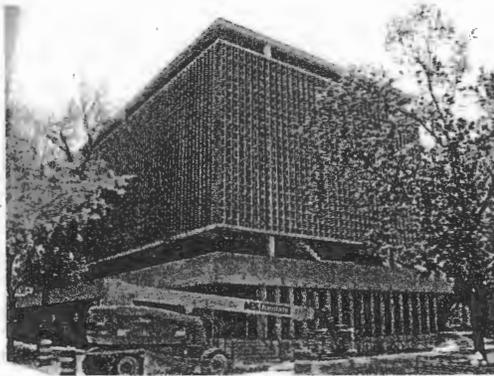
Cathedral Of Christ The King
Atlanta, Georgia
Chris Brown
cbrown@christking.org
404.267.3664



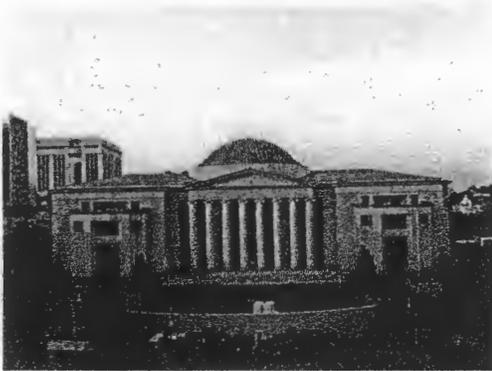
Teche Regional Medical Center
Morgan City, Louisiana
Scott Williams
Owen.williams@lpnt.net
985.380.4451



Rice University
Houston, Texas
Joe Buchanan
jwbuch@rice.edu
713.348.6373



Alabama Supreme Court - Heflin Torbert Judicial Building
Montgomery, Alabama
Dana Noyes
PWBA Architects
dnoyes@pwba-architects.com
334.244.4990 ext. 203



Corporate Headquarters
 749 North Court Street
 P.O. Box 4747
 Montgomery, AL 36103
 334-265-6771 FAX 334-263-7949
 800-392-5754

Sabel Steel Service

Quote No 05 - 27677
 Quote Date 3/13/2013

5

1968 Taylor Road
 P.O. Box 6463
 Dothan, AL 36302
 334-793-2322
 FAX 334-793-6132
 800-225-7313

2809 Flannery Rd
 P.O. Box 45888
 Baton Rouge, LA 70895
 225-356-9812
 Fax 225-272-2215
 877-797-8335

126 Western Road
 Woodstock, AL 35188
 205-938-0467
 FAX 205-938-0467
 800-452-5929

6051 Highway 90
 P.O. Box 88
 Theodore, AL 36590
 251-653-1911
 Fax 251-653-0808
 800-824-6568

20 East Gordon Road
 P.O. Box 1904
 Newnan, GA 30264-1904
 770-252-4280
 FAX 770-252-4043
 800-754-1989

Bill To		Ship To	
45360 SANTA ROSA COUNTY DEPT. OF PUBLIC WORKS 6075 OLD BAGDAD HWY. MILTON, FL 32583		SANTA ROSA COUNTY DEPT. OF PUBLIC WORKS 6075 OLD BAGDAD HWY. MILTON, FL 32583	
Your Order No.	Ship Via	Special Instructions	
Sales Rep 22	In House Sales DAVE Tax Code 2000000		

Quantity	Description	Weight	Footage	Price	Amount
24	H. PILING BEAM 12" @ 74# 50' ** DELV. WEEK OF 5/06 NEXT ROLLING ** THANKS, DAVE HAYDEN	88800	1200	34.75	41700.00

Quote Valid Through 4/12/2013

Total Weight

88,800

Total Amount

\$41,700.00

All quotes are subject to material availability and prior sale at time of order.
 Changes in quantity may require recalculation of price.

Bell Steel

Quote # 911096

over 45 years of excellence

Quoted	3/13/2013
Promised	3/13/2013

8788 Paul Starr Drive
Pensacola, FL 32514
phone: (850)479-2980
fax: (850)474-0833

Bill To: SANTA ROSA CTY ROAD DEPART.
6075 OLD BAGDAD HWY
MILTON, FL
32583

Ship To: SANTA ROSA CTY ROAD DEPART.
6075 OLD BAGDAD HWY
MILTON, FL
ATTN: TOM COLLINS 32583
Telephone 850-981-7151

Entered	Sold By	Ship Via	Sale Type	Customer #	Customer PO	Terms
MG	NB	TRUCK	Quote	19140		NET 30

B/O	Qty	Description	Weight	Unit Price	Total Price
	24	Miscellaneous X HP12X74 A992 Dom 50' 0" DELIVERY WEEK OF 3/18 WITH AN ORDER TODAY. ***** ***** DELIVERY WEEK OF 5/06 NEXT ROLLING.	88800	1912.62 U	\$45902.88
Totals			88800		\$45902.88

03-13 12:43:57 #

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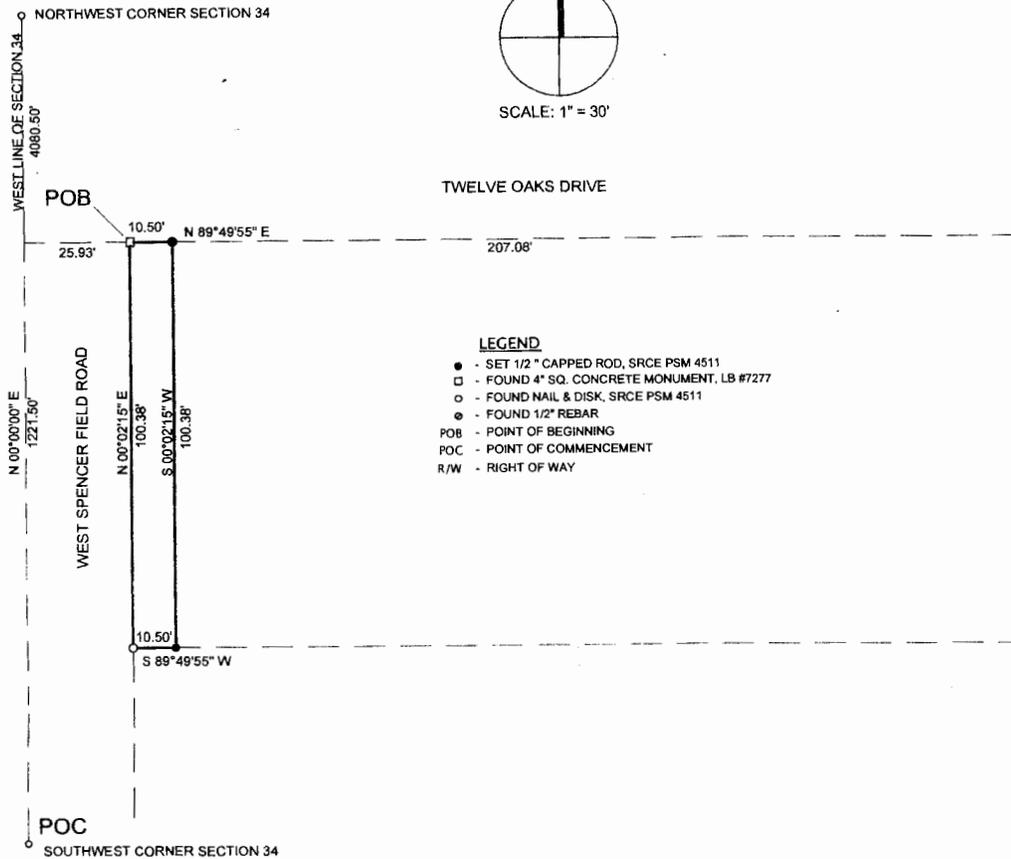
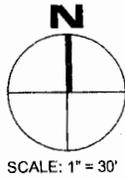


DESCRIPTION

COMMENCE AT THE SOUTHWEST CORNER OF SECTION 34, TOWNSHIP 2 NORTH, RANGE 29 WEST, SANTA ROSA COUNTY, FLORIDA;
THENCE
GO N 00°00'00" E ALONG THE WEST LINE OF SAID SECTION 34 FOR 1221.50 FEET; THENCE GO N 89°49'55" E 25.93 FEET TO THE POINT
OF
BEGINNING; THENCE CONTINUE N 89°49'55" E 10.50 FEET; THENCE GO S 00°02'15" W 100.38 FEET; THENCE GO S 89°49'55" W 10.50
FEET;
THENCE GO N 00°02'15" E 100.38 FEET TO THE POINT OF BEGINNING. THE ABOVE DESCRIBED PARCEL OF LAND CONTAINS 1054
SQUARE FEET
AND IS THE WEST 10.50 FEET OF THAT PARCEL OF LAND DESCRIBED IN O.R. BOOK 2937 AT PAGE 1388 OF THE PUBLIC RECORDS OF
SANTA
ROSA COUNTY, FLORIDA.



SANTA ROSA COUNTY ENGINEERING
 6051 OLD BAGDAD HIGHWAY, SUITE 300
 MILTON, FL 32583 PH: 850-981-7100



LEGEND

- - SET 1/2" CAPPED ROD, SRCE PSM 4511
- - FOUND 4" SQ. CONCRETE MONUMENT, LB #7277
- - FOUND NAIL & DISK, SRCE PSM 4511
- - FOUND 1/2" REBAR
- POB - POINT OF BEGINNING
- POC - POINT OF COMMENCEMENT
- R/W - RIGHT OF WAY

DESCRIPTION :

COMMENCE AT THE SOUTHWEST CORNER OF SECTION 34, TOWNSHIP 2 NORTH, RANGE 29 WEST, SANTA ROSA COUNTY, FLORIDA; THENCE GO N 00°00'00" E ALONG THE WEST LINE OF SAID SECTION 34 FOR 1221.50 FEET; THENCE GO N 89°49'55" E 25.93 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE N 89°49'55" E 10.50 FEET; THENCE GO S 00°02'15" W 100.38 FEET; THENCE GO S 89°49'55" W 10.50 FEET; THENCE GO N 00°02'15" E 100.38 FEET TO THE POINT OF BEGINNING. THE ABOVE DESCRIBED PARCEL OF LAND CONTAINS 1054 SQUARE FEET AND IS THE WEST 10.50 FEET OF THAT PARCEL OF LAND DESCRIBED IN O.R. BOOK 2937 AT PAGE 1388 OF THE PUBLIC RECORDS OF SANTA ROSA COUNTY, FLORIDA.

SURVEYORS NOTES:

THE BEARINGS SHOWN HEREON ARE BASED ON AN ASSUMED BEARING OF N 00°00'00" E ALONG THE WEST LINE OF SECTION 34.

NO TITLE SEARCH, TITLE OPINION, OR ABSTRACT WAS PERFORMED BY OR PROVIDED TO THE UNDERSIGNED SURVEYOR FOR THE SUBJECT PROPERTY. THERE MAY BE DEEDS OF RECORD, UNRECORDED DEEDS, EASEMENTS, RIGHTS OF WAY, BUILDING SETBACKS, RESTRICTIVE COVENANTS, OR OTHER INSTRUMENTS WHICH COULD AFFECT THE SUBJECT PROPERTY. A SURVEY DOES NOT DETERMINE OWNERSHIP.

THE BOUNDARY INFORMATION SHOWN HEREON IS BASED ON THE DEEDS OF RECORD, AND FIELD EVIDENCE.

THE SUBJECT PROPERTY IS LOCATED IN ZONE X ACCORDING TO FEMA'S FLOOD INSURANCE RATE MAP, NUMBER 12113C0294G, EFFECTIVE DATE DECEMBER 19, 2006.

BOUNDARY SURVEY A PORTION OF SECTION 34 TOWNSHIP 2 NORTH, RANGE 29 WEST SANTA ROSA COUNTY, FLORIDA.

REVISIONS:

BOUNDARY SURVEY
 A PORTION OF SECTION 34
 TOWNSHIP 2 NORTH, RANGE 29 WEST
 SANTA ROSA COUNTY, FLORIDA

SURVEYORS CERTIFICATE:

I CERTIFY THIS SURVEY COMPLIES WITH THE MINIMUM TECHNICAL STANDARDS FOR SURVEYING PER CHAPTER 5J-17.050 THRU 5J-17.052 FLORIDA ADMINISTRATIVE CODE SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS PURSUANT TO SECTION 472.027 FLORIDA STATUTES. SUBJECT TO NOTES AND NOTATIONS SHOWN HEREON.

Ricky B. Sears
 RICKY B. SEARS, COUNTY SURVEYOR

FLORIDA LICENSED SURVEYOR & MAPPER NO. 4511

MARCH 19, 2013
 DATE

SCALE: 1" = 30'	DRAWN BY: SJM	FIELD DATE: 3-18-2013	DRAWING DATE: 03-19-13
PROJ. NO: 2011H-014	CHECKED BY: RBS	FIELD BOOK: 110	PAGE 39

UNLESS IT BEARS THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF THE FLORIDA LICENSED SURVEYOR AND MAPPER NAMED ABOVE. THIS DRAWING, SKETCH, PLAT OR MAP IS FOR INFORMATIONAL PURPOSES ONLY AND IS NOT VALID.

BUDGET & FINANCIAL MANAGEMENT COMMITTEE

Chairman: Commissioner Melvin
Vice Chairman: Commissioner Lynchard

March 25, 2013

Bid Actions:

- 1) Discussion of bids received for abatement project located at 2202 Jeannie Street in Navarre. Low bidder meeting specifications is Sessions, Inc. with a bid of \$2,250.
- 2) Discussion of bids received for abatement project located at 2204 Jeannie Street in Navarre. Low bidder meeting specifications is Sessions, Inc. with a bid of \$2,250.
- 3) Discussion of bids received for abatement project located at 5237 Lassiter Road in Pace. Low bidder meeting specifications is Sessions, Inc. with a bid of \$3,250.
- 4) Discussion of bids received for abatement project located at 4566 Rambling Way in Pace. Low bidder meeting specifications is Sessions, Inc. with a bid of \$2,850.

Budget:

- 5) **Budget Amendment 2013 – 105** in the amount of \$ **304,440** to carry forward funds to cover the expense of a new phone system for the Sheriff in the General Fund.
- 6) **Budget Amendment 2013 – 106** in the amount of \$ **40,000** to carry forward funds to cover the increase in our property and general liability coverage in the General Fund.
- 7) **Budget Amendment 2013 – 107** in the amount of \$ **5,600** to recognize donations from the Bagdad Waterfronts Florida Partnership, Inc. and the Blackwater Pyrates organizations and authorizes for expenditure for improvements to the Bagdad Mill Site Park in the District II Projects Fund,
- 8) **Budget Amendment 2013 – 108** in the amount of \$ **1,230,000** to fund the construction of the Santa Rosa County Agri-Plex in East Milton Park from Reserve for Contingencies in the District II Projects Fund as approved at the January 22, 2013 Board Meeting.
- 9) **Budget Amendment 2013 – 109** in the amount of \$ **34,877** to carry forward funds for the payment to City of Milton for Canal Street improvements (\$34,877) in the Road & Bridge Fund as approved at the January 12, 2012 Board Meeting.
- 10) **Budget Amendment 2013 – 110** in the amount of \$ **68,000** to carry forward prior year accumulation of Crime Prevention reserves to pay authorized expenditures in the Fine & Forfeiture Fund.

11) **Budget Amendment 2013 – 111** in the amount of \$ **25,000** to the Town of Jay for the recreation program from the District III Recreation Fund as approved at the March 14, 2013 Board Meeting.

County Expenditure/Check Register:

12) Discussion of County Expenditures / Check Register

PROCUREMENT RECOMMENDATION

1. PRODUCT/SERVICE: ABATEMENT PROJECT LOCATED AT 2202 JEANNIE STREET, NAVARRE, FL

2. RESPONSIBLE OFFICE: INSPECTIONS DEPARTMENT

3. DESCRIPTION OF SERVICE/PRODUCT:

General Demolition/Clean-up

4. SCOPE OF WORK:

Remove all debris and litter from lot. Remove mobile home from lot. Leave lot level at a natural grade and rake clean. Verification of abandonment of septic tank.

5. BIDDERS AND PRICES:

A. Sessions, Inc.	\$2,250.00
B. Cross Environmental Services, Inc.	\$2,800.00
C. J M Diamond Timber & Conservation	\$2,870.00

PROCUREMENT RECOMMENDATION

1. PRODUCT/SERVICE: ABATEMENT PROJECT LOCATED AT 2204 JEANNIE STREET, NAVARRE, FL

2. RESPONSIBLE OFFICE: INSPECTIONS DEPARTMENT

3. DESCRIPTION OF SERVICE/PRODUCT:

General Demolition/Clean-up

4. SCOPE OF WORK:

Remove all debris and litter from lot. Remove mobile home from lot. Leave lot level at a natural grade and rake clean. Bulldoze all damaged trees and stumps and remove from premises. Verify abandonment of septic tank.

5. BIDDERS AND PRICES:

A. Sessions, Inc.	\$2,250.00
B. J M Diamond Timber & Conservation	\$2,630.00
C. Cross Environmental Services, Inc.	\$3,670.00

PROCUREMENT RECOMMENDATION

1. PRODUCT/SERVICE: ABATEMENT PROJECT LOCATED AT 5237 LASSITER ROAD, PACE, FL

2. RESPONSIBLE OFFICE: INSPECTIONS DEPARTMENT

3. DESCRIPTION OF SERVICE/PRODUCT:

General Demolition/Clean-up

4. SCOPE OF WORK:

Remove all debris and litter from lot. Remove damaged fence, gates, and posts. Leave lot level at a natural grade and rake clean. Verify abandonment of septic tank.

5. BIDDERS AND PRICES:

A. Sessions, Inc.	\$3,250.00
B. J M Diamond Timber & Conservation	\$4,050.00
C. Cross Environmental Services, Inc.	\$7,180.00

PROCUREMENT RECOMMENDATION

1. PRODUCT/SERVICE: ABATEMENT PROJECT LOCATED AT 4566 RAMBLING WAY, PACE, FL

2. RESPONSIBLE OFFICE: INSPECTIONS DEPARTMENT

3. DESCRIPTION OF SERVICE/PRODUCT:

General Demolition/Clean-up

4. SCOPE OF WORK:

Remove all debris and litter from lot. Leave lot level at a natural grade and rake clean. Verify abandonment of septic tank.

5. BIDDERS AND PRICES:

A. Sessions, Inc.	\$2,850.00
B. J M Diamond Timber & Conservation	\$4,450.00
C. Cross Environmental Services, Inc.	\$6,390.00

5

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: March 12, 2013

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	001 – 3990001	Cash Carried Forward	\$ 304,440
To:	0075 – 564001	Machinery & Equipment	\$ 304,440

State reason for this request:

Carries forward funds to cover the expense of a new phone system for the Sheriff in the General Fund.

Requested by: Wendell Hall/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2013-105**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: March 25, 2013

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 28th day Of March, 2013.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: SHOWS, DEBBIE <DSHOWS@srsso.net>
Sent: Tuesday, March 12, 2013 10:33 AM
To: Jayne Bell
Cc: Sheriff's Dept - Wendell Hall; Hunter Walker
Subject: FW: Phone System Quote
Attachments: BUDGET MOD #2.pdf

Jayne,
The original is coming by courier. See below, Mr. Walker says we can put on the agenda for the second meeting in March.

Thanks

From: HALL, WENDELL
Sent: Tuesday, March 12, 2013 10:09 AM
To: HAYES, MARC; SHOWS, DEBBIE
Subject: FW: Phone System Quote

From: Hunter Walker [<mailto:HunterW@santarosa.fl.gov>]
Sent: Tuesday, March 12, 2013 9:47 AM
To: HALL, WENDELL
Cc: Aleta Floyd; Jayne Bell; Board of County Commissioners
Subject: FW: Phone System Quote

Sheriff the Board can process a budget amendment the second meeting in March for this. We have been in the process of replacing old telephone systems countywide. Hunter

From: HALL, WENDELL [<mailto:WHALL@srsso.net>]
Sent: Tuesday, March 12, 2013 9:24 AM
To: Hunter Walker; Sheriff's Dept - Marc Hayes; Sheriff's Dept - Debbie Shows
Subject: FW: Phone System Quote

Hunter this is the invoice for our new phone system that we replaced our old one that crashed with. As you know this was an unexpected expense that we did not have in our capital budget. We are asking for the BCC to reimburse us for this expense which will give us our funding for the remainder of this year. Please let me know what I need to do to help this process. Thanks!

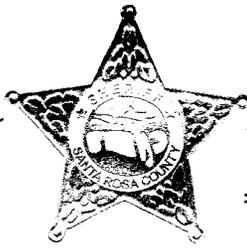
From: HAYES, MARC
Sent: Tuesday, March 12, 2013 7:12 AM
To: HALL, WENDELL
Subject: Phone System Quote

Sheriff,

Here is a copy of the Phone System Quote with a total on the last page. \$304,439.37

Major Marc Hayes, MPA
Department of Administration

Sheriff



WENDELL HALL

SANTA ROSA COUNTY SHERIFF'S OFFICE

P. O. BOX 7129

MILTON, FLORIDA 32572

PHONE (850) 983-1216

FAX (850) 983-1129

E-mail: whall@srsso.net

MEMORANDUM

TO: Board of County Commissioners

**Via: Mr. Hunter Walker
County Administrator**

FROM: Sheriff Wendell Hall *wt*

DATE: March 12, 2013

RE: Recommendation for Proposed Budget Modification

RECOMMENDATION:

That the Board takes the following action concerning budget modifications as requested by the Sheriff for fiscal year 2012-13;

A. ***Approve* the addition to the Sheriff's budget:**

Law Enforcement Equipment	\$304,439.00
---------------------------	--------------

BUDGETARY IMPACT:

This request is for the addition to funds already appropriated under the Sheriff's FY 2012-13 budget.

LEGAL CONSIDERATIONS:

Section 129.06(2) Florida Statutes provides that the Board of County Commissioners at anytime within a fiscal year may amend a budget for that year as follows: (a) Appropriations for expenditures in any fund may be decreased and other appropriations in the same fund correspondingly increased by motion recorded in the minutes, provided that the total of the appropriations of the fund

may not be changed. The board of county commissioners, however, may establish procedures by which the designated budget officer may authorize certain intradepartmental budget amendments, provided that the total appropriation of the department may not be changed.

PERSONNEL:

Once approved by the Board the County Office of Management and Budget Director and the Sheriff's Office Chief Financial Officer will coordinate the modification of these account lines. Sheriff's Office personnel will be responsible for carrying out of projects and purchase of items facilitated by this budget modification.

POLICY REQUIREMENTS FOR BOARD ACTION:

Florida statutes as previously stated require this action come before the Board of County Commissioners for approval.

IMPLEMENTATION REQUIREMENTS:

Once approved by the Board the County Office of Management and Budget Director will be responsible for preparing the modification as requested. The modification will be forwarded to the Sheriff's CFO and appropriate changes within the Sheriff's Budget lines will be made. No further action by the Board will be required.

COORDINATION WITH OTHER AGENCIES/DEPARTMENTS:

All coordination will be between the Board's staff and Sheriff's Office Department of Administration personnel including the CFO.



Date: 2-26-13

Prepared for:
 Santa Rosa County Sheriff's Office
 5755 East Milton Road
 Milton, FL 32572 U.S.A.

Prepared by: Rhea Jones

Qty.	Item ID	Description	UOM	Sell	Total
Avaya IP Office:					
1	AVA 17459	IP LIC VM PRO RFA 2 LIC: CU	EA	\$1,392.06	\$1,392.06
1	AVAYA 174460	IP LIC VM PRO RFA 4 LIC: CU	EA	\$2,229.62	\$2,229.62
1	AVAYA 215182	IPO LIC IP 500 T1 ADD 32CH	EA	\$2,132.68	\$2,132.68
2	AVAYA 229445	IPO LIC IR6+ AV IP Endpoint 5	EA	\$271.43	\$542.86
12	AVAYA 229447	IPO LIC R6+ AV IP Endpoint 20	EA	\$965.51	\$11,586.12
1	AVAYA 267786	IPO R8+ ESSNTL EDITION+ LIC	EA	\$383.88	\$383.88
1	AVAYA 270393	DL360G7 SRVR IPO R8.1+ SE	EA	\$6,281.71	\$6,281.71
2	AVAYA 270397	IPO R8.1 SE LIC	EA	\$2,322.66	\$4,645.32
1	AVAYA 405362641	PWR CORD USA	EA	\$17.20	\$17.20
2	AVAYA 700213440	IPO/B5800 ISDN RJ45/RJ45 3M RED	EA	\$3.72	\$7.44
2	AVAYA 700289770	PWR CORD NA 18AWG 10 AMP AC	EA	\$13.95	\$27.90
2	AVAYA 700417231	IPO/B5800 IP500 EXTN CARD PHONE	EA	\$767.77	\$1,535.54
1	AVAYA 700417462	IPO/B5800 IP500 TRUNK PRI DUAL	EA	\$1,233.08	\$1,233.08
1	AVAYA 700426224	IPO/B5800 IP500 EXP MOD PHONE 30	EA	\$3,098.18	\$3,098.18
2	AVAYA 700429202	IPO/B8500 IP500 RACK MNTG KIT	EA	\$46.54	\$93.08
1	AVAYA 700431778	IPO/B5800 IP500 EXT CARD PHONE 2	EA	\$193.88	\$193.88
1	AVAYA 700476005	IPO IP500 V2 CNTRL UNIT	EA	\$504.08	\$504.08
1	AVAYA 700479710	IPO IP500 V2 SYS SD CARD MUL	EA	\$38.77	\$38.77
225	AVAYA 70480585	IP Phone 9609	EA	\$223.09	\$50,195.25
25	AVAYA 700480601	IP PHONE 9621G	EA	\$440.15	\$11,003.75
1	AVAYA 700503228	IPO R8.1 SE INSTL DVD	EA	\$14.75	\$14.75
1	LAB MX T&M	Installation/Programming/Projoect Management			\$28,000.00
				Your Price:	\$125,157.15

Attendant Consoles:

3	Avaya 171987	IP Office Receptionist Console license	EA	\$998.33	\$2,994.99
				Your Price:	\$2,994.99

Switches for Branches:

5	WS-C3560X-48P-S	Catalyst 3560X 48 Port PoE IP Base	EA	\$6,896.10	\$34,480.50
5	C3KX-NM-1G	Catalyst 3K-X 1G Network Module option PID	EA	\$383.12	\$1,915.60
1	GLC-SX-MM=	Cisco GLC-SX-MM 1000Base-SX SFP (mini-GBIC)	EA	\$383.12	\$383.12
5	CON-SNTP-3560X4PS	SMARTNET 24X7X4 Cat 3560X 48 Port PoE IP Base	EA	\$733.20	\$3,666.00
1		Installation			\$960.00
				Your Price:	\$41,405.22



Date: 2-26-13

Prepared for:
 Santa Rosa County Sheriff's Office
 5755 East Milton Road
 Milton, FL 32572 U.S.A.

Prepared by: Rhea Jones

Qty.	Item ID	Description	UOM	Sell	Total
Core Switch					
1	VS-C6506E-S720-10G	Catalyst Chassis+Fan Tray+Sup720-10G; IP Base ONLY incl. VSS	EA	\$26,742.73	\$26,742.73
1	SV33AES-12233SXJ	Cisco CAT6000-VSS720 IOS	EA	\$11,800.00	\$11,800.00
1	CF-ADAPTER-SP	ADVANCED ENTERPRISE SERVICES SP adapter for SUP720 and SUP720-10G	EA	\$0.00	\$0.00
1	VS-S720-10G-3C	Cat 6500 Supervisor 720 with 2 x 10GbE and 3x1GE MSFC3 PFC3C	EA	\$29,893.33	\$29,893.33
1	CF-ADAPTER-SP	SP adapter for SUP720 and SUP720-10G	EA	\$0.00	\$0.00
2	WS-X6148E-GE-45AT	Cat6500 48-Port PoE+ ready 10/100/1000 w/Jumbo Frame	EA	\$7,080.00	\$14,160.00
1	WS-X6724-SFP	Catalyst 6500 24-port GigE Mod: fabric-enabled (Req. SFPs)	EA	\$11,800.00	\$11,800.00
2	WS-CAC-4000W-US	4000Watt AC Power Supply for US (cable attached)	EA	\$3,933.33	\$7,866.66
1	CONNECTOR-KIT	Connector Kit	EA	\$0.00	\$0.00
1	CON-OSP-V6506E72	ONSITE 24X7X4 VS-C6506E-S720-10G	EA	\$11,467.04	\$11,467.04
1		Installation/Programming			\$19,200.00
				Your Price:	\$132,929.76
Analog Expansion Module:					
1	Avaya LUC 700449507	IP500 EXO MOD Phone 16	EA	\$1,909.04	\$1,909.04
1	Avaya 700429202	IPO/B5800 IP500 RACK MNTG KIT	EA	\$43.21	\$43.21
				Your Price:	\$1,952.25

Grand Total: \$304,499.37
Plus shipping and handling



Date: 2-26-13

Prepared for:

Prepared by: Rhea Jones

Santa Rosa County Sheriff's Office
5755 East Milton Road

Milton, FL 32572 U.S.A.

Qty.	Item ID	Description	UOM	Sell	Total
					\$304,439.37

Plus Shipping/Handling and tax (if applicable)

Prices are firm until 1/17/2013

Quoted by: Rhea Jones

Date: 12/18/2012

Accepted by: _____

Date: _____

* "Customer acknowledges that all quotes, contracts, and Schedule A purchases are pending a Black Box Network Services credit check which is hereby authorized by Customer. Customer may be denied service, may be required to provide additional credit information, or may be required to provide additional deposits prior to service being provided."

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BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: March 12, 2013

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	001 – 3990001	Cash Carried Forward	\$ 40,000
To:	0013 – 554001	Insurance & Bonds	\$ 40,000

State reason for this request:

Carries forward funds to cover the increase in our property and general liability coverage.

Requested by Devann Cook/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2013-106

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 03/25/2013

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 28th day Of March, 2013.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: DeVann Cook
Sent: Saturday, March 09, 2013 7:23 PM
To: Jayne Bell
Cc: Melissa Lloyd
Subject: Budget Modification

Jayne,

I had requested a budget increase of \$57,000, over last year, for line 0013-545001. The increase in our property coverage and our general liability coverage was over \$101,000. It appears this line will need additional funds to finish the year. I request a budget modification of \$40,000 into this line.

I have printouts and documentation if you would like to review.

Thanks,

DeVann

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: March 19, 2013

FROM: **District II Projects 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:	312 – 36600016	Bagdad Mill Site Donations	\$ 5,600
To:	2322 – 5630034	Bagdad Mill Site Improvements	\$ 5,600

State reason for this request:

Recognizes donations from the Bagdad Waterfronts Florida Partnership, Inc. and Blackwater Pyrates organizations and authorizes for expenditure for the improvements to the Bagdad Mill Site Park.

Requested by Sheila Harris/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2013-107

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: March 25, 2013

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 28th day Of March, 2013.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Sheila Harris
Sent: Friday, March 15, 2013 10:25 AM
To: Jayne Bell
Cc: Tammy Simmons
Subject: Budget Amendment Request - Bagdad Mill Site Donations

Jayne,

Please process the following budget amendment for the next BOCC meeting in March:

312 - 36600016	Bagdad Mill Site Donations	\$ 5,600
2322 - 5630034	Bagdad Mill Site Improvements	\$ 5,600

Recognizes donations from the Bagdad Waterfronts Florida Partnership, Inc and the Blackwater Pyrates organizations and authorizes for expenditure for improvements to the Bagdad Mill Site Park.

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

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BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: March 19, 2013

FROM: **District Two 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:	2322 – 599001	Reserve For Contingencies	(\$ 1,230,000)
To:	2322 – 5620022	Building-Other District Two	\$ 1,230,000

State reason for this request:

Funds the construction of the Santa Rosa County Agri-Plex in East Milton Park from Reserve for Contingencies in District Two Projects Fund as approved at the January 22, 2013 Board Meeting.

Requested by: Roger Blaylock/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2013-108**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: March 25, 2013

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this **28th** day Of **March, 2013**.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Shirley Powell
Sent: Monday, March 18, 2013 8:42 AM
To: Jayne Bell
Cc: Roger Blaylock
Subject: Equestrian Center

Jayne,

The referenced project was approved in the January 22, 2013 Board meeting. Would you please prepare a Budget Amendment in the amount of \$1,230,000.00 for this project? Please let me know if you need anything further. 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: March 19, 2013

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	101 – 3990001	Cash Carried Forward	\$ 34,877
To:	2100 – 5810011	Aid to Municipalities	\$ 34,877

State reason for this request:

Carries forward funds for the payment to City of Milton for Canal Street improvements (\$34,877) in the Road & Bridge Fund as approved at the January 12, 2012 Board Meeting.

Requested by: Avis Whitfield/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2013-109**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: March 25, 2013

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 28th day Of March, 2013.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Sheila Harris
Sent: Friday, March 15, 2013 4:00 PM
To: Jayne Bell
Cc: Hunter Walker; Avis Whitfield; Stephen Furman
Subject: FW: Canal St. Improvements

The funding below was budgeted with BA 2012-065. Since the check was not disbursed in 2012, the budget authorization may need to be rolled over in this current fiscal year, if it has not already been done so. Just an fyi for future reference.

From: Stephen Furman
Sent: Friday, March 15, 2013 10:55 AM
To: Avis Whitfield; Hunter Walker; 'Jerald Ward'
Cc: Sheila Harris
Subject: RE: Canal St. Improvements

Sheila has pointed out to me that the BCC took action on Jan. 12, 2012 regarding this project.

Jan. 12, 2012

4. Recommend payment to City of Milton in the amount of \$34,877.00 for milling, resurfacing, and striping of county maintained Canal Street currently included in CDBG project. Williamson moved approval without objection.

I apologize for my confusion on this.

Stephen

Stephen L. Furman P.E.
Assistant Public Works Director
Santa Rosa County
(850) 981-7121

From: Stephen Furman
Sent: Friday, March 15, 2013 10:30 AM
To: Sheila Harris
Cc: Avis Whitfield; Hunter Walker
Subject: RE: Canal St. Improvements

I spoke to Jerald Ward and he expects the contract specifics to be worked out in the next couple of weeks. Jerald stated that the money that they deem to be available includes some money from the County for some milling and resurfacing that we were expecting to do on Canal Street prior to the City initiating their project. I told Jerald that the estimate that Avis had provided to the City some time ago was not a formal commitment for the County's participation because no formal BCC action had been taken. I suggested that he send a formal request for the money so that this could be placed on a

BCC agenda. Jerald said he preferred to do some more work on their contract before formally asking the County Commission to approve a partial funding for the project.

Just to address the school issue, Jerald said that the City has spoken to the School Transportation folks and there is no real problem from their end if this project were to start before school lets out for summer.

Please let me know if you need me to track down any additional information.

Stephen

Stephen L. Furman P.E.
Assistant Public Works Director
Santa Rosa County
(850) 981-7121

From: Sheila Harris
Sent: Friday, March 15, 2013 10:03 AM
To: Stephen Furman
Subject: RE: Canal St. Improvements

Stephen,

After you get your answers, do you expect that Public Works will add this to the next BOCC agenda for board direction?

From: Stephen Furman
Sent: Friday, March 15, 2013 7:36 AM
To: 'Jerald Ward'
Cc: 'Brian Watkins'; Avis Whitfield; Hunter Walker; Sheila Harris
Subject: RE: Canal St. Improvements

Jerald, are we correct to presume that with the "value engineering" that has been done, that the Canal Street Improvement Project is now within the City's available budget? Also, what is your estimated the time frame for starting the road work that will require the closure of Canal Street? If that phase of the work can be started after school is out for the summer the inconvenience to the schools can be eliminated.

Let us know your thoughts.

Thanks,

Stephen

Stephen L. Furman P.E.
Assistant Public Works Director
Santa Rosa County
(850) 981-7121

From: Jerald Ward [mailto:gerald.ward@ci.milton.fl.us]
Sent: Thursday, March 14, 2013 4:03 PM
To: Stephen Furman
Cc: 'Brian Watkins'
Subject: Canal St. Improvements

Steve.....Following up on our conversation about the contractor wanting to demo the existing concrete base and go back in with a crushed concrete base. This alternative will provide for an improved finished project when completed.

This will require that we close Canal St. to thru traffic for 4-6 weeks. We are proposing that we detour large trucks/semi's to either Ward Basin or S.R.87 to the east and Avalon Blvd. or U.S.90 to the west. To do this, we propose to erect message boards at the following locations: West Hwy 90 @ the Firestone store; East Hwy 90 on the east side of the Blackwater Bridge or just east of Ward Basin; Henry St. @ Old Bagdad Hwy (Mary B's); Stewart St, north of Hwy 90. Any other suggestions will be helpful.

We are sending out flyers to all adjacent or nearby property owners from Hwy 90 south to the City Limits, plus advertising in the Press Gazette about a Public Meeting to talk about the closing and affects to traffic flows.

Additionally, we will be dealing in person with the 1st Baptist Church and School Board so they can advise their congregation and school bus drivers.

We believe that there are enough side streets to deal with the local traffic, it's only the large trucks that we well have to detour.

Any comments will be appreciated....Thanks

Jerald S. Ward

Director of Public Works

City of Milton

P.O.Box 909

Milton, FL. 32572

(O) 850-983-5410

(C) 850-791-1256

email: gerald.ward@ci.milton.fl.us

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10

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: March 20, 2013

FROM: **Fine & Forfeiture 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:	102 - 3990001	Cash Carry Forward	\$ 68,000
To:	0071 - 5490038	Crime Prevention	\$ 68,000

State reason for this request:

Carry forward prior year accumulation of Crime Prevention reserves and authorize for expenditure.

Requested by Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2013-110**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: March 25, 2013

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 28th day Of March, 2013.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: SHOWS, DEBBIE <DSHOWS@srsso.net>
Sent: Wednesday, March 20, 2013 12:04 PM
To: Jayne Bell
Subject: RE: Budget Amendment

Since I really have no idea what else the Sheriff may approve, please increase by total of \$68,000.00, the \$18,000.00 we need now plus an additional \$50,000.00. we probably will not use it, but at least we won't have to go back to the BOCC again if we do.

From: Jayne Bell [<mailto:JayneB@santarosa.fl.gov>]
Sent: Wednesday, March 20, 2013 11:47 AM
To: SHOWS, DEBBIE
Subject: Budget Amendment

I failed to tell you I turn in my budget amendments for the agenda next week today. So sorry to do this to you, but do you have an amount you may need. Thank you for all your help.

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.

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BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: March 20, 2013

FROM: **Dist. 3 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:	2323 – 599001	Dist. 3 Project Fund Reserves	(\$ 25,000)
To:	2323 – 5810011	Aid to Municipalities	\$ 25,000

State reason for this request:

Funds the refurbishment of the playground and ball fields of the Town of Jay for their recreation program from Dist. 3 Recreation Funds as approved at the March 14, 2013 Board Meeting

Requested by: Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2013-111**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: March 25, 2013

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 28th day Of March, 2013.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Hunter Walker

From: Linda Carden [townclerk@bellsouth.net]
Sent: Tuesday, March 19, 2013 3:18 PM
To: Hunter Walker
Cc: Commissioner Salter
Subject: Recreation Grant

Dear Mr. Walker,

The Town of Jay sincerely thanks the Santa Rosa County Commission for allocating \$25,000.00 for Town of Jay Recreation. The things this money will be used for is painting the fencing around the playground, ballfields, bleachers, bathrooms, concession stands and general maintenance of the fields and grounds.

Again, we thank you for your interest in our town.

Linda Carden
Town Clerk
Town of Jay, FL



*March 14, 2013
Board Meeting*

*Acct. No
2323 - 5810011*

No support documentation for this agenda item.