

SANTA ROSA COUNTY BOARD OF COMMISSIONERS

6495 Caroline Street, Suite M | Milton, FL 32570-4592

Commissioner Committee Monday, October 24, 2016 - 9:00 AM

Santa Rosa County Administrative Center Board Room, 6495 Caroline Street, Milton

9:00 AM Call to Order - Chairman: Rob Williamson

Information Item - Thursday, October 27, 2016

Proclamations:

National 4-H Month

Hospice Month

Check Presentation

Stan Nichols, Tax Collector

Economic Development Committee

1) Appointment of Jade Kelly to Careersource Escarosa Board of Directors

Discussion of appointment of Jade Kelly, Human Resources Director for Eastman Chemical, to the Careersource Escarosa Workforce Board of Directors as a Santa Rosa County private business sector member.

2) Holiday seasonal decorations, management and funding for Navarre Park

Discussion of approval for the holiday decorations for the Navarre Park using Tourist Development Office funding in the amount of \$6,000 from Marketing account 5400112.

3) 31st Annual Navarre Mardi Gras Parade

Discussion of approval of the Special Event Permit application from the Navarre Krewe of Jesters to host the 31st Annual Navarre Mardi Gras Parade on February 18, 2017.

Administrative Committee

1) Navarre Beach Sea Turtle Conservation Center's Request

Discussion of the extension of the Navarre Beach Sea Turtle Sanctuary lease and approval of the construction of an 8X10 exterior covering.

2) Navarre Beach Lease Amendments

Discussion and clarification of the November 1, 2016 deadline for Navarre Beach lease amendment.

3) County Small Quantity Generator Contract

Discussion of approval of the Small Quantity Generator agreement with the West Florida Regional Planning Council.

4) Coastal Partnership Initiative Grant Application - Sandpiper Village Park

Discussion of Coastal Partnership Initiative Grant application submittal for the replacement of fishing pier and seawall at the Sandpiper Village Park requesting \$30,000 in grant funds and committing matching contributions in the amount of \$62,500 from District 5 Recreation Reserves and \$27,500 from Boater Registration Fee Reserves.

5) Patterson Lane Drainage Improvement Project

Discussion of approval to purchase the following properties for the Patterson Lane, Pace Lane Drainage Improvement Project:

David & Anne Demsky - \$16,500

Michael Fitzsimons - \$31,000

James Patterson - \$16,500

Debra Suggs - \$15,500

Eugene Nowling - \$56,000

6) Economic Development Incentives

Discussion of approval to schedule and advertise a public hearing for ordinance related to Economic Development Incentives on December 8, 2016.

7) Surplus Property Items

Discussion of declaration as surplus property items from various departments within the county as recommended by the Clerk of Courts.

8) Pace Fire District - Certificate of Need

Discussion of annual issuance of Permit to Provide Advanced Life Support (ALS) non-transport emergency response services to Pace Volunteer Fire Department.

9) Midway Fire District - Certificate of Need

Discussion of annual issuance of Permit to Provide Advanced Life Support (ALS) non-transport emergency response services to Midway Volunteer Fire Department.

10) Library Advisory Committee Appointment

Discussion of appointment of Linda Carden as District Three member of Library Advisory Committee.

11) Substitute Member - Canvassing Board

Discussion of appointment of qualified elector as substitute member of the Canvassing Board if no member of the Board of County Commissioners is available.

Engineer's Report

1) Navarre Beach Fishing Pier Wood Panel Repairs

Discussion of obtaining competitive quotes to facilitate Navarre Beach Fishing Pier Repairs.

2) Proposed interconnection roadway, from Armstrong Road to Aviation Drive.

Discussion of road construction currently underway within Peter Prince Airfield. Interconnecting roadway from Armstrong Road (County Industrial Park) to Aviation Drive (Peter Prince Airfield).

3) Paving of Fairlands Road by Henry Company Homes

Discussion of the paving of Fairlands Road (approximately 1750 lineal feet) from Tanfield Road to the west end of Crosswinds Drive by Henry Company Homes.

Public Service's Committee

1) Request for RFP - UPS Units

Discussion of approval to authorize the issuance of an RFP for replacement of UPS backup units in the EOC.

2) Information Only- Hurricane Matthew Deployment

Brad Baker, Emergency Management Director, will provide an update of lessons learned in the recent staff deployment to Flagler County.

3) Henry Street - Milton to Bagdad Bicycle Pedestrian Connection

Discussion of the utilization of existing county reserves in the amount of \$202,558 as a local match for the Henry Street, Milton to Bagdad Bicycle Pedestrian Connection design phase.

4) Leash Law for Cheyenne Estates

Discussion of a leash law petition by residents of Cheyenne Estates and consideration of a public hearing to amend the leash law ordinance.

Public Works Committee

1) Ortega Street Sidewalk

Discussion of award of the Ortega Street sidewalk project to Gulf Coast Industrial Construction, LLC in the amount of \$46,546.50, as the low bidder meeting specifications. Funding to be from the Area 3 Impact Fees as approved at the March 10, 2016 meeting.

2) District 2 Roadway Paving Recommendations

Discussion of paving the following dirt roads in District 2 at an estimated cost of \$68,480.00:

- *Bolden Lane, 300 feet at a cost of \$3,900.00*
- *Koinonia Place, 3230 feet at a cost of \$41,860.00*
- *Valeta Lane, 1650 feet at a cost of \$17,200.00*
- *North New Street, 425 feet at a cost of \$5,520.00*

3) District 2 Resurfacing Recommendations

Discussion of approval of resurfacing the following roads in District 2 at an estimated cost of \$230,400.00:

- *Fortune Road (from Carl Booker Road to 2,145 feet to the east), \$23,200.00*
- *Pauline Street, \$28,400.00*

- Douglas Street, \$10,300.00
- Carl Booker Road (from Carl Booker Road to Fortune Road), \$44,400.00
- Leopard Road, \$48,000.00
- Glenview Road, \$22,900.00
- Glenwood Drive, \$16,600.00
- Bliss Way (2,300 feet in two separate sections), \$31,500.00
- Dickerson City Road (western 475 feet), \$5,100.00

4) Track Loader Trade Replacement

Discussion of the purchase of two (2) T870 T4 Bobcat Track Loaders in the amount of \$76,906.00 from Bobcat of Pensacola, with the trade in of our two current track loader machines, based on comparison shopping, and subject to a two (2) year buy-back as specified in the agreement.

5) Tiger Point Park Playground Expansion

Discussion of approval of quote from GameTime, doing business as J.A. Dawson & Company, in the amount of \$173,082.80, utilizing U.S. Communities Pricing, for the expansion of the Tiger Point Park playground. Funding is from District 5 Recreation Funds.

Budget & Financial Management Committee

1) Outside Agency Funding and Assistance Agreement and Agency Request Form

Discussion of the draft of the Outside Agency Funding and Assistance Agreement and Agency Request Form.

2) Budget Amendment 2017-011

Discussion of Budget Amendment 2017 - 011 in the amount of \$1,264,000 to carry forward funds received from the State of Florida (\$1M) and from the Economic Development Franchise Fees (\$264,000) for infrastructure improvements at the Northwest Florida Industrial Park @ I-10 as approved at the October 13, 2016 meeting.

3) Budget Amendment 2017-012

Discussion of Budget Amendment 2017 - 012 in the amount of \$30,770 to carry forward Tree Mitigation revenues to be used for the purposes of purchasing, planting and maintaining trees on public property.

4) Budget Amendment 2017-013

Discussion of Budget Amendment 2017 - 013 in the amount of \$60,000 to recognize 2016/2017 Coastal Partnership Initiative Grant (\$30,000) and local match from District II Recreation Funds (\$30,000) for construction of a restroom at the Bagdad Mill Site Park as approved at the October 13, 2016 meeting.

5) Budget Amendment 2017-014

Discussion of Budget Amendment 2017 - 014 in the amount of \$36,446 to carry forward funds for the purchase of a 7.0 cu. yd. bucket attachment to be used to load recyclable material at the Central Landfill (\$20,330); the replacement of parts from Beard Equipment (\$10,116) and the machining to be performed by Chavers Machine (\$6,000) to complete the Bomag compactor repair as approved at the October 13, 2016 meeting.

6) Budget Amendment 2017-015

Discussion of Budget Amendment 2017 - 015 in the amount of \$51,131 to carry forward of prior year Defense Reinvestment Grant budget authorization (BA 2016-180) recognizing \$40,631 in unearned grant revenue, carrying forward \$10,500 in unspent cash match, and authorizing expenditure in the amount of \$51,131 through June 30, 2017.

7) Budget Amendment 2017-016

Discussion of Budget Amendment 2017 - 016 in the amount of \$117,061 which establishes the grant budget to implement the NRDA Sea Turtle Lighting Retrofit Project approved by the Board at the December 10, 2015 meeting.

8) Budget Amendment 2017-017

Discussion of Budget Amendment 2017 - 017 in the amount of \$294,615 to carry forward unspent funds for the construction of a multi-use path at the Godwin Connection (\$145,857), the Madura Road sidewalk from Tiger Point Boulevard to the Godwin Connection (\$86,000) and the Ortega Street Sidewalk (\$62,758) as approved at the February 25, 2016 meeting from Area 3 Impact Fees.

9) Budget Amendment 2017-018

Discussion of Budget Amendment 2017 - 018 in the amount of \$5,000 to fund youth development programs at the YMCA from District 4 Project Fund Reserves.

10) Budget Amendment 2017-019

Discussion of Budget Amendment 2016 - 019 in the amount of \$328,981 to carry forward existing Federal Home Program balance and recognize FY17 HUD Home funding and allocate for expenditure.

11) Budget Amendment 2017-020

Discussion of Budget Amendment 2017 - 020 in the amount of \$931,824 to carry forward prior year program income and interest, and recognizes current year program income and interest (7/1/2015 through 6/30/2016); and reallocates strategy balances to Substantial Rehabilitation and SHIP Administration.

12) Budget Amendment 2017-021

Discussion of Budget Amendment 2017 - 021 in the amount of \$25,611 to carry forward unspent funds from the Agriculture Best Management Practices Grant and allocate for expenditure for the grant position as outlined in the grant for the Soil Conservation Department.

13) Budget Amendment 2017-022

Discussion of Budget Amendment 2017 - 022 in the amount of \$12,952 to carry forward funds for Change Order 2 to SCS Engineers Task Order 15-03 to complete the Central Landfill Class III Permit Application for submission to the Florida Department of Environmental Protection as approved at the October 13, 2016 meeting.

14) Budget Amendment 2017-023

Discussion of Budget Amendment 2017 - 023 in the amount of \$1,277,124 to carry forward the unspent FAA Grant to fund Peter Prince Runway Rehabilitation (\$1,149,477 from FAA Grant and \$127,713 from Peter Prince Airport reserves) as approved at the August 25, 2016 meeting.

15) Budget Amendment 2017-024

Discussion of Budget Amendment 2017 - 024 in the amount of \$61,200 to carry forward unspent funds for Task Order 30 to CH2M Hill for engineering services related to the rehabilitation of Wellhouse No. 2 backup power and electrical system as approved at the March 24, 2016 meeting.

16) Budget Amendment 2017-025

Discussion of Budget Amendment 2017 - 025 in the amount of \$199,735 to carry forward unspent funds for the award of contract to Bill Smith Electric for the Navarre Beach Wellhouse No. 2 Electrical Upgrades as approved at the August 25, 2016 meeting.

17) Budget Amendment 2017-026

Discussion of Budget Amendment 2017 - 026 in the amount of \$160,700 to carry forward unspent funds for Task Order 31 to authorize CH2M Hill Engineering, Inc. to provide professional engineering services during the design, bid and construction phases for the Lift Station No. 7 replacement project with a budget ceiling of \$160,700 as approved at the June 9, 2016 meeting.

18) Budget Amendment 2017-027

Discussion of Budget Amendment 2017 - 027 in the amount of \$74,700 to carry forward unspent funds for the Madura Road Sidewalk Project from Tiger Point Boulevard to East View Place with funding from Area 3 Impact Fees as approved at the August 11, 2016 meeting.

19) Budget Amendment 2017-028

Discussion of Budget Amendment 2017 - 028 in the amount of \$50,000 to carry forward funds in the Navarre Beach Utility Fund to cover Landrum staffing costs.

20) Budget Amendment 2017-029

Discussion of Budget Amendment 2017 - 029 in the amount of \$109,385 to carry forward funds for the Navarre Beach Kayak Dune Walkover. Navarre Chamber Foundation will fund \$45,385 and the TDC will fund \$64,000 as approved at the August 11, 2016 meeting.

21) Budget Amendment 2017-030

Discussion of Budget Amendment 2017 - 030 in the amount of \$36,727 to carry forward unspent authorization (BA 2016-035) for Phase 1 design of stormwater and drainage improvements for Ranchettes Subd HMGP grant. Grant funds 75% of anticipated engineering, permitting and survey fees (132,500) with the local match coming from Electric Franchise Fee Drainage Reserves.

22) Budget Amendment 2017-031

Discussion of Budget Amendment 2017 - 031 in the amount of \$144,223 to carry forward unspent authorization (BA 2016-128) for Phase I design of stormwater and drainage improvements for Venetian Way/Coronado Drive HMGP grant. Grant funds 75% of anticipated engineering, permitting, survey fees and Phase I grant administration (\$207,500) with local match coming from Electric Franchise Fee Drainage Reserves.

23) Budget Amendment 2017-032

Discussion of Budget Amendment 2017 - 032 in the amount of \$28,460 to carry forward unspent authorization (BA 2016-178) for Phase 1 design of stormwater and drainage improvements for the Maranatha HMPG grant.

24) Budget Amendment 2017-033

Discussion of Budget Amendment 2017 - 033 in the amount of \$21,500 to carry forward unspent authorization (BA 2016-183) for consulting services provided by CliftonLarsonAllen, LLP in the amount of \$21,500, with a travel budget not to exceed \$3,000, related to an Enterprise Wide Risk Assessment as required by the U.S. Treasury and as approved at the August 11, 2016 meeting.

25) Budget Amendment 2017-034

Discussion of Budget Amendment 2017 - 034 in the amount of \$20,250 to carry forward unspent funds for Task Order #30 Wellhouse No.2 Electrical Rehab, Task Order #31 Lift Station No. 7 and Task Order #21 for the Wastewater Treatment Plant/Effluent Disposal (CH2M Hill) in the Navarre Beach Utility Fund.

26) Budget Amendment 2017-035

Discussion of Budget Amendment 2017 - 035 in the amount of \$127,000 to carry forward additional 1% tourist development tax and allocate for expenditure to Coastal Tech for engineering, consulting and beach monitoring.

27) Budget Amendment 2017-036

Discussion of Budget Amendment 2017 - 036 in the amount of \$106,500 to carry forward funds for the Holley by the Sea drainage study in the Road & Bridge Fund as approved at the September 8, 2016 meeting.

28) Check Register

Discussion of approval of County Check Register

Public Forum