

October 8, 2012

**ECONOMIC DEVELOPMENT COMMITTEE**

1. Discussion of Resolution designating Project Sierra applicant for Florida Qualified Target Industry incentive program including \$30,000 county match pursuant to applicable Florida statutes.
2. Discussion of proposals received for executive search services for Economic Development Director.

BCC: 10/03/12

To: Santa Rosa County Board of County Commissioners  
From: Shannon Ogletree, Interim Director  
Re: Recommendations associated with **Project Sierra**.  
Date: October 8, 2012

**DISCUSSION**

1. That the Board of County Commissioners discuss/approve the attached resolution for the State's Qualified Target Industry (QTI) Tax Refund Program for Project Sierra.

**BACKGROUND**

Santa Rosa Economic Development Office is working with a company referred to as **Project Sierra** who is interested in expanding in Santa Rosa County. The company would bring over a 2 year period, approximately 50 jobs with an average wage rate in excess of 115% of the County's average wage rate. The company decision to expand is based upon incentives/workforce/ and access to rail served site.

Santa Rosa County is on the shortlist, with the competing sites located in Alabama and Mississippi. We need to secure all the necessary resolutions and supports to be able to have the State approve the various incentives we have requested for this project.

Effective November 1, 2001 an updated listing of qualified target industries was developed by the State of Florida. The Qualified Target Industry Tax Refund program states, if a new business serves multi-state or international trade, and can show they fit the criteria as a target industry there is a tax refund granted to

the businesses by the State of Florida. Project Sierra classifies as a manufacturing industry and, therefore, can qualify.

Attached is the resolution as required by the State indicating the company is qualified per statutes, supported by Santa Rosa County. It also states the County will provide a match for the QTI Refund in the amount of \$30,000 from the Economic Development Franchise Fee.

### **BUDGETARY IMPACT**

\$30,000 (From the Economic Development Franchise Fee)

### **LEGAL CONSIDERATION**

The County Attorney has reviewed

### **PERSONNEL**

Santa Rosa EDO will complete and submit the QTI application along with the prospect to the State with attached resolution

### **IMPLEMENTATION**

Santa Rosa EDO will take the lead to ensure coordination between the various departments and agencies.

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION BY THE GOVERNING BOARD OF SANTA ROSA COUNTY, FLORIDA, RECOMMENDING THAT PROJECT SIERRA, BE APPROVED AS A QUALIFIED APPLICANT FOR QUALIFIED TARGET INDUSTRY (QTI) PROGRAM PURSUANT TO S.288.106, FLORIDA STATUTES; PROVIDING FOR LOCAL FINANCIAL SUPPORT; PROVIDING FOR AN EFFECTIVE DATE.

BE IT RESOLVED BY THE GOVERNING BOARD OF SANTA ROSA COUNTY, FLORIDA, as follows:

WHEREAS, the business under consideration is a manufacturing, specifically **Project Sierra**; and

WHEREAS, **Project Sierra** is a manufacturing facility that will locate its operations in Pace, Florida; and

WHEREAS, **Project Sierra** is currently an established company that will hire up to 50 employees to fill positions; and

WHEREAS, **Project Sierra** will pay an average annual wage of \$37,500; and has been identified as a Target Industry Business pursuant to Section 288.106, Florida Statutes; and

WHEREAS, The Board of County Commissioners of Santa Rosa County ; hereby acknowledges that local financial support of 20% of the total tax refund is required under the provisions of s.288.106, Florida Statutes, governing the State's Qualified Target Industry Tax Refund Program;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF SANTA ROSA COUNTY FLORIDA, that the Board hereby recommends **Project Sierra**, be approved as a Qualified Target Industry Program pursuant to S.288.106, Florida Statutes.

BE IT FURTHER RESOLVED that the necessary local financial support for the Qualified Target Industry Tax Refund Program exists in the amount of \$30,000, which equals 20% of the total tax refund requested, and will be provided in the form of cash from the Economic Development Franchise Fee granted to **Project Sierra** pursuant to s.196.1995, Florida Statutes.

BE IT FURTHER RESOLVED, that the Governing Board of **Santa Rosa County** has determined the basis of this project's average private sector wage commitment calculation shall be 115% of Santa Rosa County's average annual wage.

This resolution shall take effect immediately upon its adoption.

DULY ADOPTED BY THE GOVERNING BOARD OF SANTA ROSA COUNTY, FLORIDA, this 11th day of October, 2012.

SANTA ROSA COUNTY BOARD OF  
COUNTY COMMISSIONERS

ATTEST:

\_\_\_\_\_  
Jim Williamson, Chairman

\_\_\_\_\_  
Clerk of Courts



# SANTA ROSA COUNTY BOARD OF COMMISSIONERS

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



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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:** *WH* Hunter Walker, County Administrator

**DATE:** October 2, 2012

**SUBJECT:** Executive Recruiting Firm Proposals

Santa Rosa County received proposals from nine (9) firms for Executive Search Services for Economic Development Director. I have reviewed the proposals and offer the following summary of the firms.

Bob Murray & Associates, Inc. Tallahassee, Florida

This firm specializes in public sector executive recruitment for city/county managers, department heads, and a smattering of economic development or redevelopment managers. Fee is \$15,900, plus expenses which are estimated at \$6,500. Good firm, good plan of recruitment, only four (4) referenced economic development related placements.

The Mercer Group, Inc. Atlanta, Georgia

Another well respected public sector recruiting firm which specializes in city/county managers and departments heads with some amount of experience in community/economic development. This firm did conduct the Charlotte County, Florida search for EDO Director in 2007. Fee \$18,500, with any other services outside the scope included at \$125/hour. Again, good firm, good plan with some economic development experience.

Strategic Government Resources (SRC) Keller, Texas

Full service executive search firm focusing on public sector, primarily Texas municipalities. Referenced five (5) economic development placements, all in Texas. Fee \$17,500 expenses not to exceed \$8,500.

Janus Economics/Common Sense ED Partnership Atlanta, Georgia  
This appears to be partnership with two economic development firms, with two (2) referenced executive search experiences. Lump sum fee of \$33,500. Their public sector work seems to revolve around community assessments, strategic planning, site selection and limited executive search.

Waters Consulting Group, Inc. Dallas, Texas  
Well known public sector executive search firm with six (6) referenced economic development director searches including the Pinellas County, Florida director. Fee \$22,500 plus \$1,500 and expenses for more than three (3) on-site meetings. Another solid public sector firm with some economic development search experience.

Human Resources Solutions, Inc. Santa Rosa Beach, Florida  
Appears to be a partnership with experience in economic development work with no documented executive search experience. Fee 25% of annual salary plus direct expenses.

Kontakt Intelligence/KI Job Growth Pensacola, Florida  
Consulting firm offering a number of services, but difficult to determine very much economic development executive search experience. Search experience seemed more in physician recruitment than economic development professionals. Fee stated at \$16,330.

JD and Associates, Inc. Arlington, Texas  
Search firm with clients and services primarily in the Dallas, Texas area with no referenced economic development search experience. Fee 25% of first year annual compensation.

Jorgenson Consulting Greensboro, North Carolina  
An executive search firm focusing exclusively on recruitment of economic development professionals, with an impressive number of documented recruitments in public, private, public/private sectors involving economic development professionals. This firm conducted the search for the current Pensacola Area Chamber of Commerce President/CEO. Fee is \$30,000 plus expenses. This firm has the most experience and is quite frankly the most expensive, but economic development professional recruitment is their niche.

The Board has a number of options. The better known public sector search firms of Waters and Mercer have recruited County economic directors in Florida and have recruited some number for other local governments. The Jorgenson firm is in a class alone given the number and breadth of economic development recruitments in public, private and public/private sectors.

This matter will be on agenda at Monday Committee-of-the-Whole meeting.

October 8, 2012

**ADMINISTRATIVE COMMITTEE**

1. Discussion of traffic and safety issues in Holley-By-the-Sea by HBTS Traffic/Safety Committee.
2. Discussion of development of Bagdad Mill Site by Bagdad Waterfronts Partnership.
3. Discussion of concept of leasing twenty-five (25) acres to Santa Rosa Fair Association, Inc. adjacent to East Milton Park for fairgrounds.
4. Discussion of soliciting proposals for management of the Navarre Community Center.
5. Discussion of scheduling public hearing on amendment to Ordinance 2005-37 suspending imposition of transportation impact fees for 2013.
6. Discussion of following appointments to County Restore Council:
  - City of Gulf Breeze - Edwin "Buz" Eddy
  - District Three -
  - District Four - Greg Fountain
7. Discussion of Resolution authorizing the Gulf Consortium Inter-Local Agreement related to RESTORE Act and authorize execution of all relevant documents.
8. Discussion of proposed amendment to military leave policy to insure compliance with State Statutes.
9. Discussion of establishment of policy for economic development related expenses.
10. Discussion of annual contract with Florida Department of Health for operation of Santa Rosa County Health Department.
11. Discussion of request from the Navarre Krewe of Jesters to hold annual Navarre Beach Mardi Gras parade on Saturday, February 2, 2013.

12. Discussion of acceptance of Florida Department of Law Enforcement Byrne Memorial Justice Assistance Grant (Countywide Task Force 2012-2013) and designate Major Mark Hays as Point of Contact.
13. Discussion of advertising for construction plans and specifications for the landfill gas collection system and Central Landfill.
14. (THURSDAY) Presentation of final report from Matrix Design Group Small Area Studies for Eglin AFB Joint Land Use Study.
15. Hearing items scheduled for 9:30 a.m. Thursday, October 11, 2012: None

## 10/08/2013 Council Meeting

**1. GOOD MORNING AND THANK YOU**

**2. OVER THE LAST TWO MONTHS CONVERSATIONS AMONG HTBS RESIDENTS ON SAFETY AND TRAFFIC ITEMS ALREADY KNOWN TO HTBS RESIDENTS**

**A. SPEED**

**B. PAVING ON REMAINDER OF HTBS STREETS**

**C. SIDEWALKS**

**D. BIKE AND WALKING PATHS**

**E. CURBS AND GUTTERS**

**G. LITTER**

**G. PROPER MOWING AROUND SIGNS AND STREETS**

**3. REALIZATION THAT MOST ARE ON "WISH LIST" FOR FUTURE ENDEAVORS**

**4. REALIZATION THAT ONLY SOME ITEMS CAN BE ACCOMPLISHED BY HBTS RESIDENTS TO IMPROVE SAFETY AND UPGRADE APPEARANCE.**

**A. LITTER**

**B. MOWING AND WEED REMOVAL**

### **C. MAILBOX PLACEMENTS**

**5. MAJOR ISSUE THAT MUST BE ADDRESSED NOW AND IMMEDIATELY IS THE DANGER TO PROPERTY AND RESIDENTS CAUSED BY THE SPEED OF TRAFFIC ON ALL STREETS IN HBTS. THIS IS THE REASON WE'RE HERE THIS MORNING TO ASK FOR YOUR ASSISTANCE IN DIRECTION, AND IF NECESSARY ADDITIONAL FUNDING TO HELP ELIMINATE THIS ISSUE**

**6. INITIAL DISCUSSIONS BY HTBS RESIDENTS INDICATED THAT SPEED IS NOT THE PROBLEM, IT'S THE RESULT. THE PROBLEM IS LACK OF LAW ENFORCEMENT PRESENCE AND LACK OF STRICT ENFORCEMENT OF THE CURRENT SPEED LIMITS IN HBTS. OTHER ITEMS DISCUSSED**

**A. SPEED BUMPS (NOT WANTED BY RESIDENTS AND NOT PRACTICAL FOR EMERGENCY VEHICLES AS WELL AS DAMAGING TO CARS, AND ACTUALLY CAN CAUSE MORE DANGER (SPEEDING VEHICLES BECOMING AIRBORNE)**

**B. ROUNDABOUTS - ATTRACTIVE BUT EXPENSIVE, NOT LIKED BY MOST MOTORISTS AND FELT THAT IT WAS A PENALTY TO THOSE WHO DO OBEY SPEED LIMITS. ALSO TAKES MORE GROUND FROM HOMEOWNERS**

**C. ADDITIONAL STOP SIGNS. WHILE NOT AS EXPENSIVE AS ROUNDABOUTS, STILL A PENALTY TO THOSE WHO DO OBEY SPEED LIMITS AND ALSO REDUCES GAS MILEAGE.**

**7. STREETS THAT WERE MENTIONED NUMEROUS TIMES AT MEETINGS - CITRUS, LEISURE, MANATEE, EDGEWOOD, SANDSTONE.**

**A. I DID AN UNSCIENTIFIC STUDY ON THOSE STREETS AND THE STREET WE LIVE ON (REEF RD.) OVER VARIOUS TIMES DURING A 4**

**DAY PERIOD. I FOLLOWED 50 VEHICLES - 30 PRIVATE VEHICLES (CARS, SUVS, NON-COMMERCIAL PICKUPS, VANS, MOTORCYCLES) AND 20 COMMERCIAL VEHICLES (COMMERCIAL PICKUPS, DELIVERY TRUCKS, DUMP TRUCKS, FLATBEDS). FOR SAFETY REASONS I ONLY CONDUCTED THESE DURING DAYTIME HOURS, AND WE ALL KNOW THAT SPEEDS INCREASE DURING THE NIGHTTIME HOURS.**

**B. RESULTS OF PRIVATE VEHICLES**

**SPEED LIMIT AND 5 ABOVE - 3 VEHICLES**

**10-20 ABOVE - 24 VEHICLES**

**20-30 ABOVE - 2 VEHICLES**

**30 AND OVER - 1 VEHICLE (MOTORCYCLE DOING APPROX. 75)**

**C. RESULTS OF COMMERCIAL VEHICLES**

**SPEED LIMIT AND 5 ABOVE - 1 VEHICLE**

**10 - 20 ABOVE - 11 VEHICLES**

**20 - 30 ABOVE - 2 VEHICLES (INCLUDING ONE FLAT BED WITH DOZER)**

**30 AND OVER - 1 VEHICLE (ONE EMPTY DUMP TRUCK DOING APPROX. 60)**

**8. USING THIS UNSCIENTIFIC METHOD, APPROX. 92% OF VEHICLES IN HBTS ARE SPEEDING EVEN DURING THE DAYTIME, AND SOME AT DANGEROUS SPEEDS.**

**9. OTHERS TODAY WILL TELL YOU ABOUT PARTICULAR PROBLEM AREAS AND PROPERTY DAMAGE, BUT IT'S NOT CONFINED TO SPECIFIC STREETS OR AREAS. THE ENTIRE HBTS NEIGHBORHOODS ARE AFFECTED BY THIS SPEED ISSUE.**

**10 PROPERTY DAMAGE ON OUR STREET ALONG (LESS THAN A MILE LONG STREET) CONSISTS OF MAILBOXES AND LAWNS WITH REPAIR**

**COSTS BEING SIGNIFICANT. SOME PROPERTY OWNERS EVEN INSTALLING POSTS ON SHOULDERS TO PROTECT MAIL BOXES.**

**11. IT'S NOT SAFE TO WALK ALONG OUR STREETS. MY WIFE AND I HAD TO ACTUALLY RUN INTO THE DITCH TO AVOID BEING STRUCK BY A DRIVER WHO HAD LOST CONTROL DUE TO SPEED AND WAS ACTUALLY DRIVING ON THE SHOULDER WHILE ATTEMPTING TO REGAIN CONTROL. IT'S ONLY A MATTER OF TIME WHEN THESE NUMEROUS PROPERTY DAMAGE ISSUES BECOME A MATTER OF INJURIES OR DEATH TO CHILDREN PLAYING IN THEIR FRONT YARD OR ADULTS WORKING OR VISITING IN THEIR FRONT YARDS OR WALKING ASIDE THE STREETS.**

**CONCLUSION: COMMISSIONERS, WE NEED YOUR HELP. THE SAFETY OF OUR RESIDENTS AND THE COST OF REPAIRING DAMAGE CAUSED BY SPEEDING VEHICLES IS MAKING OUR GREAT NEIGHBORHOODS UNSAFE AND NON AVAILABLE TO US. I WANT TO BE ABLE TO BE IN MY FRONT YARD WITHOUT HAVING TO DO REPAIR WORK. I WANT TO BE ABLE TO WALK ALONG THE STREETS OF OUR NEIGHBORHOOD WITHOUT HAVING TO "DUCK" FOR COVER. I PERSONALLY WOULD LIKE HBTS TO BE KNOWN AS THE "SPEED TRAP" OF SANTA ROSA COUNTY. HBTS PROVIDES A VERY LARGE TAX BASE TO SANTA ROSA COUNTY. WE WOULD ASK AT THIS TIME THAT YOU UTILIZE SOME OF OUR TAX PAYMENTS TO HELP ELIMINATE THIS ONE ISSUE. WE WOULD ASK YOU TO WORK WITH AND DIRECT THE SHERRIF'S DEPARTMENT TO SIGNIFICANTLY INCREASE PRESENCE, AND ENSURE STRICT ENFORCEMENT OF SPEED LIMITS. I THINK THE REVENUE GENERATED BY THESE ACTIONS WILL MORE THAN MAKE UP FOR ANY INCREASED COSTS.**

Milestones Achieved:

- Design completed
- Joint ERP application submitted through FDEP and USACE on January 31, 2012
- Permit approval from FDEP received on May 1, 2012
- Permit approval from USACE *anticipated* by the end of October 2012.
  - Permit approval from USACE is pending acceptance of “wet survey” results through the Division of Historical Resources.
- Site plan application and issuance of Development order was approved by Development Services on August 7, 2012.
- Phase One construction plan developed

Next steps:

- Issuance of USACE permit approval
- Building permit application to Development Services
- Finalize 100% plans and develop bids and specifications
- Start Construction of Phase One construction items

Phase One Construction Includes:

- Site work (filling/grading/excavation, storm structures/piping, utility installation, etc)
- Main Parking area construction
- Multi-purpose trail loop construction
- Fixed T-Fishing Pier
- Limited Site furnishings (benches, picnic tables, trash cans, grills, bike racks)
- Limited grassing, landscape and irrigation
- Limited Lighting
- Decorative Entrance Gate

Proposed Timeline (Contingent upon BOCC approval and availability of Public Works):

October 30, 2012	Final Permit Approval (Anticipated)
October 30, 2012	100 % Construction Plans
November 1, 2012 - February 28, 2013	Public Works Construction Items
November 1, 2012 – December 31, 2012	Development of Bids & Specifications
January 1, 2013 – February 12, 2013	Bid Advertisement and Submittals
February 13, 2013 – February 20, 2013	Review of Submitted Proposals
February 21, 2013 – February 28, 2013	BOCC Review and Approval of Service Provider
February 28, 2013 – March 15, 2013	Contract Executions and Notice to Proceed
March 15, 2013 – September 15, 2013	Construction by Contractor
September/October 2013	Final Inspection/Grant Closeout
November 1, 2013	Tentative Park Opening Date

(Continued)

Funds Secured for Phase One Construction Items:

Source	Amount	Notes
Tourist Development Council	\$162,000	Portion used to match RTP grant
Coastal Partnership Grant Funds	\$ 30,000	Grant funds must be used by 09/15/2013
Dist II Recreation Funds	\$ 30,000	Match for CPI funds
Recreational Trails Program Grant	\$ 33,460	Specific to Trail construction
Dist II Recreation Funds	\$ 5,750	Intended for Construction Administration
Bagdad Waterfronts Florida	\$ 1,700	Intended for Entrance Gate
Blackwater Pyrates	\$ 4,000	Intended for Entrance Gate
<b>TOTAL FUNDS AVAILABLE</b>	<b>\$266,910</b>	

**Construction Estimates:**

The construction estimate for all phase one items (including contingency) if contracted out is approximately \$600,000.

The construction estimate for all phase one items (including contingency) with some items being contracted out and Public Works completing some items ranges from \$415,000 - \$650,000 depending on whether labor is recouped.

**Funding Request:** In order to move forward with construction of Phase One improvements and to prevent the loss of secured grant funding which may expire before additional funding can be secured through alternate sources; we are requesting approximately \$150,000 to \$380,000 in order to begin construction. Also, in order to minimize expenditures, we would ask the Board to authorize county Public Works to assist with portions of the project at a materials reimbursement rate only, absorbing labor and equipment.

(3)

**Hunter Walker**

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**From:** Rick Paschall [rpasc367@bellsouth.net]  
**Sent:** Tuesday, September 25, 2012 11:47 AM  
**To:** Angie Jones  
**Cc:** Hunter Walker; Commissioner Cole; Commissioner Salter; Commissioner Williamson; director@srcchamber.com; gotuffygo@yahoo.com; officers@srcfair.com  
**Subject:** Lease for the 25 acers for the fairgrounds  
**Attachments:** lease agreement(1a).docx

Angie,

After many conversations about the correct way to proceed on this issue, it seems we have finally settled on the most preferred way to accomplish this part of the project. Two of the commissioners have asked that we change the direction we were moving in and return to the original master plan that had the lease directly to the Fair association. In addition, to add in performance measurements that would insure development of the property over time, also as per the master plan. So attached is the corrected draft of a lease directly to the Santa Rosa County Fair Association, Inc. It is our plan to have this on the next commissioner's meeting agenda planned for October 8<sup>th</sup> committee meeting. Both Commissioner Williamson and Commissioner Salter requested you look it over and give a little guidance on it prior to our submission.

Thank you so much for the extra effort! Please do not hesitate to contact me if I can answer any questions.

Sincerely  
Rick

Rick Paschall  
2012 Chairman of the Board of Directors,  
Santa Rosa County Fair Association  
850-623-9600

Email scanned by Check Point

9/25/2012

State of Florida

County of Santa Rosa

## Lease Agreement

The Agreement entered into on the 1<sup>st</sup> day of November, 2012 by and between Santa Rosa County, a political subdivision of the State of Florida, (hereinafter referred to as "County", and the Santa Rosa County Fair Association inc, a not for profit corporation in the state of Florida, hereinafter referred to as "Fair".

Whereas, the Fair desires to use certain property of the County for operation of the annual county fair and other events deemed to be in the charter and best interest of the Fair in accordance with FL 616.08

Whereas, the Board of County commissioners is satisfied that such action would be in Santa Rosa County's best interest, and

Now therefore, and in consideration of the premises and the mutual covenants and agreements set forth, it is mutually agreed and covenanted as follows,

To wit:

- 1, In accordance with FL statues, 616.11 the County does hereby grant lease of the designated 25 acres of land, for the Fair to utilize and operate, for a period of twenty five (25) years. With an automatic renewal for a second term of twenty five (25) years if both parties are mutually agreed that all requirements have been successfully met.
2. The Fair shall conduct an annual county fair as defined in accordance with Florida statues, Fl.616. 001 Para (5)
3. The Fair shall make permanent improvements to the property over the course of the lease to not be of a value of less than \$10,000.00 per year, as improvements will be made in stages, the cumulative value of such improvements shall be the governing value.

4. All equipment, or other personal property placed or maintained on the property by the Fair shall be at its sole risk and shall remain as its property and shall be removed therefrom within a reasonable time frame as determined by both parties at the end of the lease agreement. Any permanent structures constructed on the property shall become the property of the County upon termination of this agreement.

5. The fair agrees it will at all times hereafter indemnify and save the County harmless from any and all claims, suits, causes of action, judgments, or damages, including damages for care and loss of services because of bodily injury, sickness or disease, (including death resulting thereof), caused by or arising out of, or resulting from, the use of the above described property.

This indemnity also specifically includes court cost and attorney's fees. Prior to the execution of this agreement, the Fair will at all times maintain in effect a comprehensive general liability insurance policy in the amount of one million dollars, (1,000,000.00), per occurrence, providing coverage for any and all losses or claims, by any person, firm or organization, of every nature arising through the uses of the above property, such use being pursuant to this agreement, that said insurance policy shall inure to the benefit of the County, and that the county shall be listed as a co insured thereon and shall be entitled to receive notice of changes in the policy as named insured.

6. The Fair shall comply with all applicable state and federal laws and regulations. The fair shall not discriminate against any person because of race, color, sex, religion, age or national origin

7. The Fair shall keep the property free from any liens arising out of any work performed or materials furnished or obligations incurred by the Fair unless approved in writing from the County.

8. This agreement contains the entire agreement of the parties hereto and no representations, inducements, promises or agreements between parties not contained herein shall be of any force and effect. Any amendments, modification, additions or alterations of this instrument shall be in writing executed with the same formalities as this instrument.

9. The Fair shall comply in all respects with all applicable governmental, federal, state or local laws. County further reserves the right to enact reasonable ordinances, rules or regulations which may be applicable to the property or the Foundations activities thereon.

**IN WITNESS WHEREOF, SANTA ROSA COUNTY**, has caused these presents to be executed by the Chairman of the Board of County Commissioners of Santa Rosa County and the **SANTA ROSA COUNTY FAIR ASSOCIATION, INC.** has caused these presents to be executed by its Chairman of the Board of Directors of the Santa Rosa County Fair Association, INC., on this the \_\_\_day of October, 2012.

BY: \_\_\_\_\_

Chairman

**Attest:**

\_\_\_\_\_

Clerk of the Court

Board of County commissioners approved October \_\_\_\_, 2012.

**Santa Rosa County Fair Association, Inc.**

By: \_\_\_\_\_

Chairman

Witness:

\_\_\_\_\_

(Incl.) Exhibit A, referenced Florida statues

# Exhibit A

## CHAPTER 616

### PUBLIC FAIRS AND EXPOSITIONS

#### PART I

#### GENERAL PROVISIONS

(ss. 616.001-616.24)

(5) "County fair" means an annual public fair that serves an entire county and provides exhibitors with premiums or awards for exhibits that are in accordance with s. 616.17. Agricultural products must be typical of those produced in the county the exhibit represents. The majority of the board of directors of the fair shall reside, be employed, or operate a business in the county that the fair association represents.

616.08 Additional powers of association.—Each fair association shall hold, conduct, and operate public fairs and expositions, including an annual public fair. For that purpose, a fair association may buy, lease, acquire, and occupy lands and erect buildings and improvements of any kind on those lands; sell, mortgage, lease, license, or convey any such property or any part thereof, in its discretion, from time to time for the purpose of public fairs or expositions; charge and receive compensation for admission to those public fairs and expositions, and grant a lease or license or rent space for exhibits, concessions, and other purposes; conduct and hold public meetings; supervise and conduct lectures and demonstration work in connection with or for the improvement of agriculture, horticulture, stockraising and poultry raising, and all kinds of farming and related matters; hold exhibits of agricultural and horticultural products and livestock, poultry, equine, and other domestic animals; give certificates or diplomas of excellence; promote the progress of the geographical area it represents and serves and stimulate public interest in the advantages and development of that area by providing facilities for the benefit and development of the educational, agricultural, horticultural, livestock, equestrian, charitable, historical, civic, cultural, scientific, and other resources of the state, any county of the state, or any municipality or other community of any county of the state, including facilities for exhibits, concessions, industrial exhibitions, public gatherings, cultural activities, entertainment events, recreational vehicle parking, auctions, trade shows, concerts, and other functions that the association determines will enhance the educational, physical, economic, and cultural interests of the public; and generally do, perform, and carry out all matters, acts, and business usual or proper in connection with public fairs and expositions. This enumeration of particular powers does not diminish or limit any special provisions of the charter of the association for the regulation of its business, and the conduct of its affairs of creating, defining, limiting, and regulating the powers of the association or its officers or members. The treasurer or similar officer of the association shall give a good and sufficient bond with a surety company duly authorized under the laws of the state, payable to the association and in an amount equal to the value of the total amount of money and other property in that officer's possession or custody, in addition to the value of any money and property of the association which may reasonably be expected to come into that officer's possession or custody. A fair association organized under this chapter is a noncommercial activity provider.

History.—s. 6, ch. 7388, 1917; RGS 4524; CGL 6523; s. 2, ch. 17806, 1937; s. 3, ch. 63-247; s. 2, ch. 81-318; ss. 25, 26, ch. 83-239; ss. 10, 44, ch. 93-168; s. 19, ch. 99-391; s. 8, ch. 2012-204.

616.11 Association authorized to contract with municipality, county, or state for use of land; admission fees; state, counties, and municipalities authorized to make contributions.—Any fair association may enter into any contract, lease, or agreement with any municipality or county in the state or with the state or agency or subdivision of the state for the donation to or the use and occupation by the association of any land owned, leased, or held by the county or municipality or the state or agency or subdivision of the state during a time and on the terms approved by the county or municipality or the state or agency or subdivision, with the right of the association to use the property for public exposition purposes. The state, the Department of Transportation and any other agency or subdivision of the state, the board of county commissioners of any county within which the fair or exhibition is held, and the mayor and city council of any municipality within the county may also make contributions of money, property, or services to fair associations to assist in carrying out the purposes of the associations under this chapter. The state or any agency or subdivision of the state, boards of county commissioners of the various counties of the state, and the mayor and city council of any municipality within the county may expend such sums of money as they deem necessary for the best interests of their counties and in aiding the development of the educational, agricultural, horticultural, livestock, charitable, historical, civic, cultural, scientific, and any other resources of their counties at and in connection with public fairs and expositions, including the offering and paying of premiums for the exhibitions of resources of the state, county, or municipality.

History.—s. 9, ch. 7388, 1917; RGS 4527; CGL 6526; s. 2, ch. 81-318; ss. 25, 26, ch. 83-239; ss. 15, 44, ch. 93-168; s. 10, ch. 2012-204.



RECEIVED SEP 17 2012

4

Bill  
Adi  
Anji  
Orin

P O Box 5606  
Navarre, FL 32566  
[www.navarregardenclub.org](http://www.navarregardenclub.org)

September 13, 2012

Commissioner Jim Melvin  
Board of County Commissioners  
SRC Administrative Offices  
6495 Caroline Street, Suite M  
Milton, FL 32570-4592

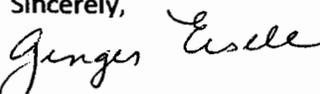
Dear Commissioner Melvin,

It has come to our attention that the lease agreement on the Navarre Community Center is coming up for renewal at the end of this year.

The Navarre Garden Club is the oldest non-profit in the Navarre area. The club has contributed a lot to the community life in Navarre. We have provided scholarships and other monetary donations, education, social events and community beautification at numerous sites over the years we have been in existence. Much of Navarre Park is a result of Garden Club activity. We are one of the organizations that was active in raising the funds to build the Community Center.

For the past 37 years, we have been holding meetings and activities in member's homes, the library, space with other organizations that we can trade services for, or other space that we can beg a reasonable rental rate on. In fact, for several years, we met at the Community Center, until the rate was increased to a point we could no longer afford.

The Navarre Garden Club would be interested in being considered to occupy and manage the Navarre Community Center Building. We feel that it should be managed in such a way as to make it more available to the various non-profit organizations, clubs and residents of Navarre, rather than just the business community. Our longevity and stability, as well as our size, would seem to make us a suitable candidate. I am hoping that the Board of Commissioners will consider us.

Sincerely,  
  
Ginger Eisele  
President

No support documentation for this agenda item.

6

**A RESOLUTION OF BOARD OF COUNTY COMMISSIONERS OF SANTA ROSA COUNTY, FLORIDA RELATING TO THE RESOURCES AND ECOSYSTEMS SUSTAINABILITY, TOURIST OPPORTUNITIES, AND REVIVED ECONOMICS OF THE GULF COAST STATES ACT OF 2012 (THE "RESTORE ACT"); ESTABLISHING SANTA ROSA COUNTY'S LOCAL RESTORE COUNCIL; AND, PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, Santa Rosa County was substantially impacted by the Deepwater Horizon Oil Spill which occurred in the Gulf of Mexico on or about April 20, 2010; and

WHEREAS, Santa Rosa County experienced severe damage from said oil spill resulting in property loss, economic hardship, and threats to public health and safety, natural resources and the local economy; and

WHEREAS, the United States Congress approved, and the President signed into law, the Resources and Ecosystems Sustainability, Tourist Opportunities, and Revived Economics of the Gulf Coast States Act of 2012 (the "RESTORE Act") which established potential funding sources for various purposes which will enhance and benefit Santa Rosa County and the Gulf Coast area; and

WHEREAS, Santa Rosa County has determined that it is in its best interest to establish the Santa Rosa County Restore Council ("the Council"), the purpose of which shall be to, among other objectives as set forth by the Board of County Commissioners:

1. Review potential projects and expenditures under the RESTORE Act, and solicit public input regarding such projects and expenditures;
2. Develop a multi-year implementation plan (the "Plan") to implement and carry out the purposes and intent of the RESTORE Act, and solicit public input to assist in the development of the Plan;
3. Submit the Plan to the Santa Rosa County Board of County Commissioners for approval, and update the Plan no less than annually;
4. Work or consult with with any firm, coalition, or consultant as directed by the Santa Rosa County Board of County Commissioners to carry out the purposes of the Council.

NOW, THEREFORE, BE IT RESOLVED that the Santa Rosa Board of County Commissioners hereby establishes the Santa Rosa County Restore Council ("the Council") to be comprised of eleven (11) members as follows:

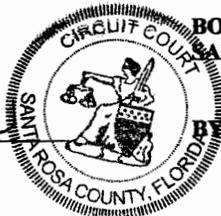
1. Each County Commissioner shall nominate one member who shall reside in the nominating Commissioner's district. Each nominated member must be approved by the Board of County Commissioners;
2. The City Council of the City of Milton shall nominate one member. The nomination must be approved by the Board of County Commissioners;
3. The Town Council of the Town of Jay shall nominate one member. The nomination must be approved by the Board of County Commissioners;
4. The City Council of Gulf Breeze shall nominate one member. The nomination must be approved by the Board of County Commissioners;
5. The Navarre Beach Area Chamber of Commerce shall nominate one member. The nomination must be approved by the Board of County Commissioners;
6. The Chairman and the Restore Representative of the Board of County Commissioners.
7. Any member of the Council may be removed upon the motion of a County Commissioner, upon majority vote of the Board of County Commissioners;
8. All members, with the exception of the BOCC members, must be shown by the nominating commissioner or body, to have experience or expertise in one or more of the following areas: the environment, coastal resources, business development, tourism, or economic development;
9. One of the County Commissioner members of the Council, selected at the discretion of the Chairman of the Board of County Commissioners, shall serve as chairman of the Council; and,
10. All appointments to the Council shall be for a term of two years, with the exception of the County Commissioner members, who shall serve one year terms.

The Council shall meet within one month after the Board of County Commissioners approves the members outlined in Paragraph 1, above. The Council shall establish its own meeting schedule.

PASSED AND ADOPTED this 12<sup>th</sup> day of September, 2012, by a vote of 5 yeas, 0 nays, and 0 absent, of the Board of County Commissioner of Santa Rosa County, Florida.

ATTEST:

*Mary M. Johnson*  
Mary M. Johnson, Clerk of Courts



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

*Jim Williamson*  
Jim Williamson, Chairman

7

**Hunter Walker**

**From:** Chris Holley [cragin@fl-counties.ccsend.com] on behalf of Chris Holley [cmosteller@fl-counties.com]  
**Sent:** Thursday, September 20, 2012 4:50 PM  
**To:** Hunter Walker  
**Subject:** Gulf Consortium Interlocal Agreement



## MEMORANDUM

**TO:** County Commissioners, County Administrators, County Attorneys, County Lobbyists of Florida's 23 Gulf Coast Counties

**FROM:** Chris Holley, Executive Director

**DATE:** September 20, 2012

**RE:** Gulf Consortium Interlocal Agreement

**BRYAN DESLOGE**  
 PRESIDENT  
 LEON

**KEN WELCH**  
 PRESIDENT-ELECT  
 PINELLAS

**GROVER ROBINSON**  
 FIRST VICE PRESIDENT  
 ESCAMBIA

**DOUG SMITH**  
 IMMEDIATE PAST PRESIDENT  
 MARTIN

**CHRISTOPHER L. HOLLEY**  
 EXECUTIVE DIRECTOR

Yesterday, the Florida Association of Counties held a gathering with the 23 Gulf Coast counties to discuss the possible formation of the Gulf Consortium, a joint public entity that can serve as the consortium required by the RESTORE Act. This consortium would in no way impact the money designated directly to counties, but address a second funding mechanism to better position Florida's 23 Gulf Coast counties. There are other groups looking to position themselves to try and serve as Florida's consortium and FAC is working to form this consortium because the decision to invest these dollars should be in the hand of those 23 impacted counties. The consortium is created by counties adopting the interlocal agreement discussed at yesterday's gathering.

Per the discussion yesterday, a link to the corrected version of the interlocal agreement can be found here. Click here for a resolution for adoption by the Board of County Commissioners by which the Board adopts the interlocal agreement and joins the Consortium.

You will notice that the Resolution and the interlocal agreement must both be signed by the chairman and attested by the clerk. After adoption and execution, please send the original to Sarah Bleakley at Nabors, Giblin and Nickerson and they will be responsible for filing it in Leon County.

Sarah Bleakley

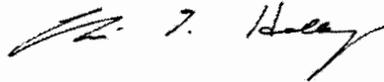
Nabors, Giblin & Nickerson  
1500 Mahan Drive  
Suite 200  
Tallahassee, FL 32308  
(850) 224-4070  
[sbleakley@ngnlaw.com](mailto:sbleakley@ngnlaw.com)

Our intention is to file the interlocal agreement and all the signatory pages received on or before October 19th. Those counties will be the "charter member" of the Gulf Consortium.

The Directors appointed by the charter members will convene as the Board of Directors at the first meeting of the Consortium scheduled for October 21<sup>st</sup> at a place to be determined. Your county should also appoint its Director who will represent the county as a voting member at the Consortium meetings. Your county can also appoint an alternative or designee to serve in the Director's place in the event the Director is unavailable. Please submit the name of your director and alternative or designee to Doug Darling at FAC.

For more information or a summary of the interlocal agreement please visit FAC's RESTORE page website or contact Doug Darling at (850) 922-4300.

Sincerely,



Chris Holley  
Executive Director

### Important Documents:

1. Resolution adopting Interlocal Agreement
2. Interlocal Agreement
3. FAC RESTORE Webpage for more information

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9/21/2012

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF [NAME] COUNTY, FLORIDA APPROVING THE FORM OF THE INTERLOCAL AGREEMENT THAT ADMITS THE COUNTY AS A MEMBER OF THE GULF CONSORTIUM; AUTHORIZING THE GULF CONSORTIUM TO ACT ON THE COUNTY'S BEHALF IN THE IMPLEMENTATION OF THE RESTORE ACT IN ACCORDANCE WITH THE INTERLOCAL AGREEMENT; AUTHORIZING EXECUTION OF THE INTERLOCAL AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF [NAME] COUNTY, FLORIDA AS FOLLOWS:

**SECTION 1. AUTHORITY FOR THE RESOLUTION.** This Resolution is adopted pursuant to the provisions of section 125.01 and Part I of Chapter 163, Florida Statutes.

**SECTION 2. FINDINGS.** [NAME] County, Florida (the "County"), does hereby find and determine that:

(A) The County is a county with frontage on the Gulf of Mexico entitled to membership in the Gulf Consortium, a joint public entity created by interlocal agreement among any or all of the counties along the Gulf Coast of Florida.

(B) The County desires to become a member of the Gulf Consortium.

(C) In order to properly document the admission of the County to membership in the Gulf Consortium, it is necessary and desirable for the County to authorize, execute, and deliver the Interlocal Agreement Relating to Establishment of the Gulf Consortium (the "Interlocal Agreement"), the form of which is attached hereto as Exhibit A.

(D) To maximize the use of County resources and staff, it is in the best interest of the County to authorize the Gulf Consortium to act on its behalf in implementing the RESTORE Act in accordance with the Interlocal Agreement.

**SECTION 3. THE APPROVAL OF THE INTERLOCAL AGREEMENT RELATING TO THE RESTORE ACT.** The form, terms and provisions of the Interlocal Agreement, submitted to this meeting, attached hereto as Exhibit A is intended to set the terms and conditions for the Gulf Consortium to act on behalf of the County in the implementation of the RESTORE Act upon the County becoming a Member of the Gulf Consortium. The form, terms and provisions of the Interlocal Agreement are hereby approved and the Chairman of the Board of County

Commissioners of the County and Clerk of the County are hereby authorized to execute and deliver said Interlocal Agreement in its name on behalf of the County.

**SECTION 4. FILING OF INTERLOCAL AGREEMENT.** The County Clerk is hereby directed to file the Interlocal Agreement with the Clerk of the Circuit Court in Leon County, Florida as required by Section 163.01(11), Florida Statutes.

**SECTION 5. GENERAL AUTHORITY.** The members of the County Commission and the officers, attorneys and other agents or employees of the County are hereby authorized to do all acts and things required of them by this Resolution and the Interlocal Agreement, or desirable or consistent with the requirements hereof or thereof for the full, punctual and complete performance of all the terms, covenants and agreements contained herein or in the Interlocal Agreement, and each member, employee, attorney and officer of the County and the County Clerk is hereby authorized and directed to execute and deliver any and all papers and instruments and to do and cause to be done any and all acts and things necessary or proper for carrying out the transactions contemplated hereunder and under the Interlocal Agreement.

**SECTION 6. SEVERABILITY AND INVALID PROVISIONS.** If any one or more of the covenants, agreements or provisions herein contained shall be held contrary to any express provision of law or contrary to the policy of express law, though not expressly prohibited or against public policy, or shall for any reason whatsoever be held invalid, then such covenants, agreements or provisions shall be null and void and shall be deemed separable from the remaining covenants, agreements or provisions and shall in no way affect the validity of any of the other provisions hereof or of the Interlocal Agreement.

**SECTION 7. EFFECTIVE DATE.** This Resolution shall become effective immediately upon its adoption.

**[NAME] COUNTY, FLORIDA**

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Clerk of the Circuit Court

EXECUTION COPY

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**INTERLOCAL AGREEMENT RELATING TO  
ESTABLISHMENT OF THE  
GULF CONSORTIUM**

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**Dated as of September 19, 2012**

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**INTERLOCAL AGREEMENT RELATING TO  
ESTABLISHMENT OF THE  
GULF CONSORTIUM**

**THIS INTERLOCAL AGREEMENT**, dated as of September 19, 2012 (the "Interlocal Agreement"), is jointly entered into by the counties which are signatory hereto (collectively, the "Consortium Members"), each of which are political subdivisions or other government agencies of the State of Florida and constitute a "public agency" as that term is defined by Part I of Chapter 163, Florida Statutes (the "Interlocal Act"), and such other public agencies as are added as additional Consortium Members as provided in Section 3.01 hereof.

**WITNESSETH:**

**WHEREAS**, each of the initial Consortium Members are political subdivisions of the State of Florida and have all powers of self-government pursuant to their home rule powers and express grants of authority provided by general law, including, but not limited to, those powers granted under Chapter 125, Florida Statutes; and

**WHEREAS**, all Consortium Members are public agencies of the State of Florida, within the meaning of Part I of Chapter 163, Florida Statutes (the "Interlocal Act"); and

**WHEREAS**, the Consortium Members, as public agencies under the Interlocal Act, may enter into interlocal agreements with each other to jointly exercise any power, privilege or authority which such Consortium Members share in common and which each might exercise separately. The joint exercise of this authority permits the Consortium Members to make the most efficient use of their powers by enabling them to cooperate on the basis of mutual benefit and, pursuant to this authority, to form a governmental entity that will best serve the needs of such Consortium Members and their citizens; and

**WHEREAS**, the Interlocal Act authorizes the Consortium Members to enter into an interlocal agreement for the purposes of creating a separate legal entity for the purpose of the joint exercise of the common powers of the Consortium Members; and

**WHEREAS**, the United States Congress approved, and the President signed into law, the Resources and Ecosystems Sustainability, Tourist Opportunities, and Revived Economies of the Gulf Coast States Act of 2012 (the "RESTORE Act"), which established potential funding sources for various purposes which will enhance and benefit the Gulf Coast area. Such funding sources are to be derived from administrative and civil penalties from responsible parties in connection with the explosion on and sinking of the mobile offshore drilling unit Deepwater Horizon; and

**WHEREAS**, the initial Consortium Members are counties which were impacted by the Deepwater Horizon event and the provisions of the RESTORE Act are applicable to it; and

**WHEREAS**, under the provisions of the RESTORE Act, a Trust Fund (the "Trust Fund") is established through which funding is available for various projects, improvements, development and environmental mitigation within the Gulf Coast regions; and

**WHEREAS**, the Consortium Members have determined that it is in their best interests to create a legal entity to join together for the purposes of implementing the consortia of local political subdivisions contemplated by the RESTORE Act, for the purposes of the development of the plan for the expenditure of the oil spill restoration impact allocation and to jointly serve the interests of the Consortium Members; and

**WHEREAS**, the Consortium Members seek to jointly exercise their power to consider and promote proposals to be funded through the Trust Fund and to seek on behalf of the Consortium and its members the funding of eligible projects within their respective areas; and

**WHEREAS**, the Consortium Members seek to join together to arrive at mutually beneficial projects, programs and improvements which will enhance the ecosystems and economy of the Consortium Members and to collectively fulfill their responsibilities under the RESTORE Act to develop a plan for expenditure of certain funds within the Trust Fund.

**NOW, THEREFORE**, in consideration of the foregoing, it is mutually agreed by and among the Consortium Members that now or may hereafter execute this Interlocal Agreement, that the "Gulf Consortium," is a legal entity, public body and a unit of local government with all of the privileges, benefits, powers and

terms of the hereinafter defined Act and this Interlocal Agreement, and is hereby created for the purposes described herein.

## ARTICLE I

### DEFINITIONS

**SECTION 1.01. DEFINITIONS.** The following definitions shall govern the interpretation of this Interlocal Agreement:

**"Act"** shall mean, with respect to Consortium Members that are Affected Counties, the "Home Rule" powers and all provisions of general law granting powers and authority to each such Consortium Member, including, but not limited to, Chapter 125, Florida Statutes, the Interlocal Act, and other applicable provisions of law, and to other Consortium Members, all provisions of general law granting powers and authority to such Consortium Member, including the Interlocal Act.

**"Affected County"** shall mean any of the 23 Florida counties with frontage on the Gulf of Mexico.

**"Consortium Members"** shall mean the member or members of the Consortium, from time to time, as shall be provided for by this Interlocal Agreement.

**"Board"** shall mean the governing board of the Consortium, consisting of the Directors appointed hereunder.

**"Consortium"** shall mean the Gulf Consortium, a legal entity and public body, created pursuant to the provisions of the Interlocal Act and by this Interlocal Agreement.

**"Director"** shall mean that individual appointed by each Consortium Member in accordance with the provisions hereof to serve as part of the Board.

**"Fiscal Year"** shall mean the period commencing on October 1 of each year and continuing through the next succeeding September 30, or such other period as may be determined by the Board.

**"Manager"** shall mean the individual or entity selected and engaged by the Board to provide administrative functions of the Consortium.

**"Interlocal Act"** shall mean Part I of Chapter 163, Florida Statutes.

**"Interlocal Agreement"** shall mean this Interlocal Agreement, including any amendments or supplements hereto, executed and delivered in accordance with the terms hereof.

**"Public Agencies"** shall mean any "public agency", as that term is defined by the Interlocal Act.

**"RESTORE Act"** shall have the meaning set forth in the preambles hereof.

**"State"** shall mean the State of Florida.

Whenever any words are used in this Interlocal Agreement in the masculine gender, they shall be construed as though they were also used in the feminine or neuter gender in all situations where they would so apply, and whenever any words are used in this Interlocal Agreement in the singular form, they shall be construed as though they were also used in the plural form in all situations where they would so apply.

## ARTICLE II

### THE CONSORTIUM

**SECTION 2.01. CREATION.** The Consortium Members hereby jointly create and establish the "Gulf Consortium", a legal entity and public body and a unit of local government, with all of the privileges, benefits, powers and terms provided for herein and by the Act.

#### **SECTION 2.02. PURPOSES.**

(A) The purpose of this Interlocal Agreement is for the establishment of the Consortium, which will serve as the consortia or establish the consortia of local political subdivisions as contemplated by the RESTORE Act for those counties which are members of the Consortium. The Consortium is intended to assist in or be responsible for, as determined by the Board:

(1) the development of the plan for the expenditure of the Oil Spill Restoration Impact Allocation required by the RESTORE Act;

(2) the preparation and processing of applications or proposals for funding under the competitive program to be processed and administered by the Gulf Coast Ecosystem Restoration Council;

(3) acting as a resource for Consortium Members, to the extent requested by that Member, in the planning, administration and expenditure of that Member's share or portion thereof provided directly to the disproportionately and nondisproportionately impacted counties pursuant to the RESTORE Act upon such terms and conditions agreed to by that Consortium Member and at the sole expense of that Consortium Member; provided, that nothing contained herein is intended to impact the amount or timing of any such distribution provided directly to the disproportionately and nondisproportionately impacted counties;

(4) acting as a resource in the obtaining of additional funding for programs through other available revenue sources, including, but not limited to, those available for the Natural Resource Damage Assessment (NRDA);

(5) acting as an advocate and representing the Consortium Members in the development of federal rules relating to the implementation of the RESTORE Act; and

(6) acting as an advocate for the Consortium Members with executive agencies, the Florida Legislature and the United States government.

(B) It is determined that the creation and organization of the Consortium and the fulfillment of its objectives serves a public purpose, and is in all respects for the benefit of the people of the State, Consortium Members, affected Public Agencies and their citizens.

(C) It is determined that the Consortium is performing an essential governmental function. All property of the Consortium is and shall in all respects be considered to be public property, and the title to such property, to the extent required, shall be held by the Consortium for the benefit of the public. The use of such property shall be considered to serve a public purpose, until disposed of upon such terms as the Consortium may deem appropriate.

**SECTION 2.03. CONSORTIUM MEMBERS.** The Consortium Members shall consist of those Public Agencies set forth below or joined as provided in Article III.

**SECTION 2.04. DURATION OF CONSORTIUM.** The Consortium shall be in perpetual existence until the earlier of the following occurs:

(A) all revenue within the Trust Fund created pursuant to the RESTORE Act is expended and the program established by the RESTORE Act is dissolved; or

(B) the Consortium is dissolved by the majority vote of its Board.

## **ARTICLE III**

### **MEMBERSHIP AND REPRESENTATION**

#### **SECTION 3.01. MEMBERSHIP.**

(A) Membership in the Consortium shall consist of Public Agencies that approve this Interlocal Agreement pursuant to Article III.

(B) The initial Consortium Members shall on the date hereof consist of those counties approving this Interlocal Agreement prior to October 19, 2012.

(C) To the extent permitted by the Interlocal Act and the RESTORE Act, the Consortium may admit any additional Public Agency to membership upon application of such Public Agency, the approval of this Interlocal Agreement by that Public Agency, and the affirmative vote of the majority of all Directors at a duly called meeting of the Board of the Consortium; provided, that any Affected County shall automatically be admitted to membership upon application thereof. This Interlocal Agreement need not be amended in order to admit any Public Agency as a Member of the Consortium; however, any new Consortium Member which is not an Affected County shall be required to evidence its approval of any conditions imposed on its membership by the existing Directors of the Consortium. Approval of the governing bodies of each existing Consortium Member shall not be required for the purpose of admitting a new Consortium Member.

(D) As a precondition to membership in the Consortium, each Consortium Member shall constitute a Florida municipality, county or such other Public Agency which is permitted by the Interlocal Act to be a member of the Consortium. Such new Consortium Member shall execute, deliver and record a duly authorized counterpart to this Interlocal Agreement, as it exists at the time of its approval.

#### **SECTION 3.02. REPRESENTATION.**

(A) Each Consortium Member shall appoint one Director to act as its representative on the Board. Each Director shall be an individual who shall be appointed specifically by name or by position. The Consortium Member shall notify the Manager and the Chairman in writing as to the individual designated as their Director.

(B) Directors may be an elected official, appointed official, employee or other designee of a Consortium Member.

### **SECTION 3.03. ACTION.**

(A) The affairs, actions and duties of the Consortium shall be undertaken at a duly called meeting pursuant to Section 3.07 hereof.

(B) At any meeting of the Consortium at which any official action is to be taken, a majority of all Directors shall constitute a quorum. A majority vote of a quorum of the Directors present at a duly called meeting shall constitute an act of the Consortium, except as otherwise provided herein. Except as may be established by the Board with respect to any new Consortium Member which is not an Affected County, each Director is entitled to cast one vote.

(C) A certificate, resolution or instrument authorized by the Board and signed by the Chairman, Vice-Chairman or such other person of the Consortium as may hereafter be designated and authorized by the Board, shall be evidence of the action of the Consortium and any such certificate, resolution or other instrument so signed shall conclusively be presumed to be authentic. Likewise, all facts and matters stated therein shall conclusively be presumed to be accurate and true.

**SECTION 3.04. ELECTION OF OFFICERS.** Once a year, and at such other time as may be necessary to fill a vacancy, at a duly called meeting of the Board called for the purpose thereof, the Consortium through its Directors shall elect a Chairman, a Vice-Chairman and a Secretary-Treasurer to conduct the meetings of the Board and to perform such other functions as herein provided. Said Chairman, Vice-Chairman and Secretary-Treasurer shall each serve one (1) year terms unless they resign from the Consortium, are removed by the Member they represent, or such officer is otherwise replaced as a Director of the Board. Officers may, if elected by the Directors, serve longer than a one (1) year term.

### **SECTION 3.05. AUTHORITY OF OFFICERS.**

(A) The Chairman and the Vice-Chairman shall take such actions and have such powers as provided by the Board. The Chairman shall sign all documents on behalf of the Consortium and take such action as may be in furtherance of the purposes of this Interlocal Agreement as may be approved by resolution or action of the Board adopted at a duly called meeting. The Vice-Chairman shall act in the absence or otherwise inability of the Chairman to act.

(B) The Secretary-Treasurer, or his designee, shall keep and maintain all minutes of all meetings of the Board, but such minutes need not be verbatim. Copies of all minutes of the meetings of the Board shall be sent by the Secretary-Treasurer or his designee to all Directors of the Consortium. The Secretary-Treasurer may also attest to the execution of documents. The Secretary-Treasurer shall have such other powers as may be approved by resolution or other action of the Board adopted at a duly called meeting.

### **SECTION 3.06. RESIGNATION OR REMOVAL OF DIRECTOR.**

(A) Any Director may resign from all duties or responsibilities hereunder by giving at least thirty (30) days prior written notice to the Manager and Chairman. Such notice shall state the date said resignation shall take effect and such resignation shall take effect on that date.

(B) Each Consortium Member, in its sole discretion, may remove its designated Director at any time and may appoint a new Director to serve on the Board upon written notice being given to the Manager and Chairman. Each Consortium Member may also designate an alternate or designee to serve in a Director's place in the event the Director is unavailable.

(C) In the event the Director of a Consortium Member shall resign or be removed, such Consortium Member shall appoint a new Director within thirty (30) days.

(D) Any Director who resigns or is removed and who is an officer of the Consortium shall immediately turn over and deliver to the Manager any and all records, books, documents or other property in his possession or under his control which belong to the Authority.

### **SECTION 3.07. MEETINGS.**

(A) The Board shall convene at a meeting duly called by either a majority of the Directors or the Chairman. The Directors may establish regular meeting times and places. Meetings shall be conducted at such locations as may be determined by the majority of the Directors or the Chairman. Notice of a special meeting, unless otherwise waived, shall be furnished to each Director by the Manager not less than seven (7) calendar days prior to the date of such meeting; provided the Chairman or, in his absence or unavailability, the Vice-Chairman, may call a meeting upon twenty-four (24) hours written notice, if such officer

determines an emergency exists. All meetings shall be noticed in accordance with Florida law.

(B) Within thirty (30) calendar days of the creation of the Consortium, the duly appointed Directors shall hold an organizational meeting to elect officers and perform such other duties as are provided for under this Interlocal Agreement.

(C) To the extent allowed, meetings may be held by means of media technology in conformity with the Interlocal Act.

**SECTION 3.08. WITHDRAWAL OR DISMISSAL OF CONSORTIUM MEMBERS.** Any Consortium Member may withdraw from the Consortium at any time, if the following conditions are satisfied:

(A) there shall be at least two (2) Consortium Members remaining in the Consortium subsequent to withdrawal; and

(B) a certified resolution from the Consortium Member's governing body setting forth its intent to withdraw is presented to the Consortium. Upon satisfaction of the foregoing conditions, such withdrawal shall be effective.

**SECTION 3.09. EXPENSES.** The Consortium may establish, from time to time, procedures for reimbursement for reasonable expenses incurred by Directors and employees of the Consortium. The Consortium shall also establish a mechanism for assessing or apportioning Consortium expenses to the Consortium Members. The expenditure of all expenses and approval of travel shall be in conformity with the provisions of Florida law governing travel and reimbursement of expenses for public officials.

**SECTION 3.10. LIABILITY.** No Director, agent, officer, official or employee of the Consortium shall be liable for any action taken pursuant to this Interlocal Agreement in good faith or for any omission, except gross negligence, or for any act of omission or commission by any other Director, agent, officer, official or employee of the Consortium.

**SECTION 3.11 EXECUTIVE COMMITTEE.** An Executive Committee of the Board shall be established that shall consist of the Chairman, the Vice-Chairman, the Secretary-Treasurer and two other Directors designated by the foregoing three officers. The Executive Committee shall have the power to act on behalf of the Board in items of the activities set forth in Section 4.01(A)(2), (3),

(4), (6), (7), (11), (13), (15), (16), (17), (23) and (24) hereof, and such other powers as may be designated by the Board.

**SECTION 3.12 PRINCIPAL PLACE OF BUSINESS.** The Consortium's principal place of business, within the meaning of Section 163.01 (11), Florida Statutes, shall initially be Leon County, Florida, subject to modification by action of the Board.

## ARTICLE IV

### POWERS AND DUTIES

#### SECTION 4.01. POWERS.

(A) The Consortium shall have all powers to carry out the purposes of this Interlocal Agreement, including the following powers which shall be in addition to and supplementing any other privileges, benefits and powers granted by the Act, or otherwise by the Interlocal Agreement:

(1) To enter into other interlocal agreements or join with any other special purpose or general purpose local governments, public agencies or authorities or create a separate entity as permitted by the Act in the exercise of common powers or to assist the Consortium in fulfilling its purpose under this Interlocal Agreement.

(2) To sue and be sued in the name of the Consortium.

(3) To adopt and use a seal and authorize the use of a facsimile thereof.

(4) To contract with any public or private entity or person upon such terms as the Board deems appropriate.

(5) To acquire, by purchase, gift, devise or otherwise, and to dispose of, real or personal property, or any estate therein, including the power to determine how property will be disposed of upon the dissolution of the Consortium.

(6) To make and execute contracts or other instruments necessary or convenient to the exercise of its powers.

(7) To maintain an office or offices at such place or places as the Board may designate from time to time, and to establish a custodian for the records of the Consortium.

(8) To lease, as lessor or lessee, to or from any person, firm, corporation, association or body, public or private, facilities or property of any nature to carry out any of the purposes authorized by this Interlocal Agreement.

(9) To apply for and accept grants, loans and subsidies from any governmental entity for the funding of projects, improvements or mitigation, and to comply with all requirements and conditions imposed in connection therewith.

(10) To the extent allowed by law and to the extent required to effectuate the purposes hereof, to exercise all privileges, immunities and exemptions accorded municipalities and counties of the State under the provisions of the constitution and laws of the State.

(11) To invest its moneys in such investments as directed by the Board in accordance with State law.

(12) To provide for the establishment of advisory committees or councils to the Board or other interlocal entities under the auspices of the Board.

(13) To fix the time and place or places at which its regular meetings shall be held, and to call and hold special meetings.

(14) To make and adopt rules and procedures, resolutions and take such other actions as are not inconsistent with the Constitution and laws of the State of Florida, the provisions of the Interlocal Act or this Interlocal Agreement that are necessary for the governance and management of the affairs of the Consortium, and further, the powers, obligations and responsibilities vested in the Consortium by this Interlocal Agreement.

(15) To select and engage a Manager, who shall administer the operations of the Consortium, manage the staff of the Consortium, as authorized by the Board, and perform all other administrative duties as directed by the Board.

(16) To employ or hire such attorneys or firm(s) of attorneys as it deems appropriate to provide legal advice and/or other legal services to the Consortium.

(17) To employ or hire engineers, consultants or other specialized professionals as it deems appropriate to further the purposes of the Consortium.

(18) To create any and all necessary offices in addition to Chairman, Vice-Chairman and Secretary-Treasurer; to establish other committees; to establish the powers, duties and compensation of all employees; and to require and fix the

amount of all official bonds necessary for the protection of the funds and property of the Consortium.

(19) To take such action and employ such persons or entities as are necessary to prepare, develop and submit to the Gulf Coast Ecosystem Restoration Council the plan for the Oil Spill Restoration Impact Allocation contemplated by the RESTORE Act setting forth those projects, programs and activities that will improve the ecosystems or economy of the State of Florida.

(20) To prepare, develop and submit applications for funding from the Trust Fund under the competitive program administered by the Gulf Coast Ecosystem Restoration Council on behalf of the Consortium or a Member.

(21) To advise, assist and aid Consortium Members, upon their request, in the planning, administration and expenditure of that Member's share or portion thereof of amounts provided directly to the disproportionately and nondisproportionately impacted Counties pursuant to the RESTORE Act, upon such terms and conditions agreed to by that Member and at the sole expense of that Consortium Member.

(22) To advise, assist and aid the Consortium in obtaining additional funding from other programs for projects, programs or mitigation on behalf of the Consortium or its Members.

(23) To hire or engage staff, attorneys and professionals to act as an advocate and represent the interests of Consortium Members in the Federal rulemaking process.

(24) To hire or engage staff, attorneys and professionals as an advocate and to represent the interests of the Consortium and its Members before Federal and State agencies and the Legislature.

(25) To do all acts and to exercise all of the powers necessary, convenient, incidental, implied or proper in connection with any of the powers, duties or purposes authorized by this Interlocal Agreement or the Act.

(B) In exercising the powers conferred by this Interlocal Agreement, the Board shall act by resolution or other action approved at duly noticed and publicly held meetings in conformance with applicable law.

(C) The provisions of Chapter 120, Florida Statutes, shall not apply to the Consortium.

(D) The Consortium shall be subject to the provisions of the Florida Sunshine Law under Chapter 286, Florida Statutes. All records of the Consortium shall be subject to the Public Records Law.

#### **SECTION 4.02. ANNUAL BUDGET.**

(A) Following the creation of the Consortium, the Board shall approve a budget which shall provide for revenues and expenditures during the remainder of the fiscal year in which it was formed. Such interim budget procedures shall be utilized solely for the initial year of creation of the Consortium, after which the budget shall be created pursuant to the remaining provisions of this section.

(B) Prior to October 1 of each year the Board will adopt an annual budget for the Consortium. Such budget shall be prepared within the time periods required for the adoption of a tentative and final budget for county governments under general law. The annual budget shall contain an estimate of receipts by source and an itemized estimation of expenditures anticipated to be incurred to meet the financial needs and obligations of the Consortium. The Manager shall prepare the annual budget.

(C) The adopted budget shall be the operating and fiscal guide for the Consortium for the ensuing Fiscal Year. The Board may from time to time amend the budget at any duly called regular or special meeting.

(D) The Consortium shall provide financial reports in such form and in such manner as prescribed pursuant to this Interlocal Agreement and Chapter 218, Florida Statutes.

#### **SECTION 4.03. AD VALOREM TAXATION NOT AUTHORIZED.**

The Consortium shall not have the power to levy and assess an ad valorem tax on any property for any reason.

## ARTICLE V

### MISCELLANEOUS

**SECTION 5.01. DELEGATION OF DUTY.** Nothing contained herein shall be deemed to authorize the delegation of any of the constitutional or statutory duties of the State or the Consortium Members or any officers thereof.

**SECTION 5.02. FILING.** A copy of this Interlocal Agreement shall be filed for record with the Clerk of the Circuit Court of Leon County, Florida, and with the Clerk of the Circuit Court of any other County subsequently determined to be the Consortium's principal place of business.

#### **SECTION 5.03. IMMUNITY.**

(A) All of the privileges and immunities from liability and exemptions from laws, ordinances and rules which apply to the activity of officials, officers, agents or employees of the Consortium Members shall apply to the officials, officers, agents or employees of the Consortium when performing their respective functions and duties under the provisions of this Interlocal Agreement.

(B) The Consortium and each Consortium Member shall be entitled to all protections granted to them under Sections 768.28 and 163.01(9)(c), Florida Statutes, other Florida Statutes and the common law governing sovereign immunity. Pursuant to Section 163.01(5)(o), Florida Statutes, Consortium Members may not be held jointly liable for the torts of the officers or employees of the Consortium, or any other tort attributable to the Consortium, and that the Consortium alone shall be liable for any torts attributable to it or for torts of its officers, employees or agents, and then only to the extent of the waiver of sovereign immunity or limitation of liability as specified in Section 768.28, Florida Statutes. Nothing in this Interlocal Agreement shall be deemed to constitute a waiver of sovereign immunity.

(C) The Consortium Members intend that the Consortium shall have all of the privileges and immunities from liability and exemptions from laws, ordinances, rules and common law which apply to the municipalities and counties of the State. Nothing in this Interlocal Agreement is intended to inure to the benefit of any third-party for the purpose of allowing any claim which would otherwise be barred under the doctrine of sovereign immunity or by operation of law.

**SECTION 5.04. LIMITED LIABILITY.** No Consortium Member shall in any manner be obligated to pay any debts, obligations or liabilities arising as a result of any actions of the Consortium, the Directors or any other agents, employees, officers or officials of the Consortium, except to the extent otherwise mutually agreed upon by that Member, and neither the Consortium, the Directors or any other agents, employees, officers or officials of the Consortium have any authority or power to otherwise obligate any individual Consortium Member in any manner.

**SECTION 5.05. AMENDMENTS.** This Interlocal Agreement may be amended in writing at any time by the concurrence of all of the Directors present at a duly called meeting of the Consortium and subsequent ratification by the governing body of each Consortium Member. However, this Interlocal Agreement may not be amended so as to (A) permit any profits of the Consortium to inure to the benefit of any private person, or (B) permit the diversion or application of any of the moneys or other assets of the Consortium for any purposes other than those specified herein.

**SECTION 5.06. SEVERABILITY.** In the event that any provision of this Interlocal Agreement shall, for any reason, be determined invalid, illegal or unenforceable in any respect by a court of competent jurisdiction, the other provisions of this Interlocal Agreement shall remain in full force and effect.

**SECTION 5.07. CONTROLLING LAW.** This Interlocal Agreement shall be construed and governed by Florida law.

**SECTION 5.08. EFFECTIVE DATE.** This Interlocal Agreement shall become effective on the later of (A) the dated date hereof, or (B) the date the last initial Consortium Member executes this Interlocal Agreement and the filing requirements of Section 5.02 hereof are satisfied.

**SIGNATURE PAGE TO  
INTERLOCAL AGREEMENT RELATING TO ESTABLISHMENT  
OF THE GULF CONSORTIUM**

\_\_\_\_\_ COUNTY, FLORIDA

ATTEST:

By: \_\_\_\_\_  
Chairman  
Board of County Commissioners

\_\_\_\_\_  
Clerk of Circuit Court, ex officio  
Clerk of Board of County  
Commissioners

**SECTION XI. Military Leave.**

A. Permanent employees shall, upon presentation of a copy of their official orders, be granted leave with pay not to exceed three days for the purpose of taking their physical examination for induction into the military service. Such leave shall not be deducted from the employee's sick or annual leave credits.

B. Employees who are commissioned reserve officers or reserve enlisted personnel in the U.S. Military or naval service or members of the National Guard shall be granted leave without loss of pay for up to 240 working hours in the County's fiscal year for reserve or guard training, upon presentation of a copy of the official orders for such training. ~~Permanent employees and those serving their probationary period, who by reason of membership in the United States military reserve, or National Guard, are ordered by the appropriate authority to attend a training period or encampment, shall upon presentation of a copy of their official orders, be granted leave for such training not to exceed seventeen working days in any fiscal twelve month period. Such leave shall be with pay.~~

C. An employee who is called to active military service shall be granted a leave of absence with full pay for the first thirty (30) days of such service, upon presentation of a copy of the official orders for such service. ~~An employee who is inducted, or ordered to active duty to fulfill their reserve obligations, or who is ordered to active duty in connection with reserve training, other than short term training as referenced above, shall upon presentation of a copy of their official orders, be granted leave with full pay for the first thirty (30) days of military service, then the difference between their rate of county pay at the time of leaving for military duty and their military pay if the military pay is a lesser amount. (Florida Statute 115.09) amended: 03/13/2003~~

Revised September, 2012.

presentation of a copy of their official orders, be granted leave with full pay for the first thirty (30) days of military service, then the difference between their rate of county pay at the time of leaving for military duty and their military pay if the military pay is a lesser amount. (Florida Statute 115.09) amended: 03/13/2003

## **SECTION XII. Educational leave with pay.**

A. Enrollment in short courses, seminars, conferences or less than full time at a college, university or training academy which is required as part of the employee's job shall not be considered educational leave, but shall be considered a part of the employee's work assignment.

B. When an employee requests leave for the purpose of furthering education and when such leave does not conform to the provisions of this section, such leave shall not be considered educational leave with pay. In these cases the employee may be granted annual or compensatory leave at the discretion of the appointing authority; or the employee shall be required to work extra hours in an amount equal to the time absent, including travel to and from classes.

C. The granting of educational leave with pay to employees shall be in accordance with the departments approved program.

D. Employees who are granted educational leave with pay shall not earn annual or sick leave credits or have such time counted toward completion of their probationary period. Such employees shall be granted any pay adjustments in the same amount and at the same time as are granted all other employees in the same class. If a special appointment of rate is approved for a geographic area of the state, an employee on educational leave with pay shall be eligible for a pay adjustment only if the special appointment rate applies to the geographic area in which the employment was located prior to being placed on educational leave with pay.

## **SECTION XIII. Family and Medical Leave.**

A. Employees with 12 months of service are entitled to family and medical leave for the following reasons:

1. The birth of a child, and in order to care for that child.
2. The placement of a child with the employee for adoption or foster care.
3. Care of a spouse, child or parent who has a "serious health condition", or
4. The employee's own "serious health condition" which makes them unable to perform the functions of the job.

B. Unpaid leave may be taken for up to 12 weeks per fiscal year.

C. Appointing authorities may authorize the use of annual or sick leave during this period of absence.

## **SECTION XIV. Domestic Violence Leave.**



# SANTA ROSA COUNTY BOARD OF COMMISSIONERS

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



9

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 BELL, OMB Director

## MEMORANDUM

TO: Hunter Walker

FROM: Angie Jones

CC: Shannon Ogletree

DATE: October 2, 2012

RE: Policy for Economic Development-Related Expenses

I propose the following policy regarding Economic Development-Related Expenses:

- A. The County Administrator is hereby authorized to incur reasonable dining and entertainment expenditures related to the County's economic development efforts. Furthermore, the County Administrator may in his sole discretion designate staff members who are also authorized to incur reasonable dining and entertainment expenditures for the same purpose.
- B. "Reasonable dining expenditures" shall include but not be limited to food, beverage, and tip for the administrator, his designees, and representatives from the prospective business or industry.
- C. The County's Economic Development Office is encouraged to participate in civic organizations in which members of the local business community are involved. Accordingly, membership fees and membership-related expenditures are deemed to be appropriate economic development-related expenses.

No support documentation for this agenda item.

(11)



Navarre Krewe of Jesters  
P.O. Box 5879  
Navarre, Fl 32566



Santa Rosa Board of County Commissioners      September 24, 2012  
6495 Caroline St.  
Milton, Fl 32570

Honorable Commissioners:

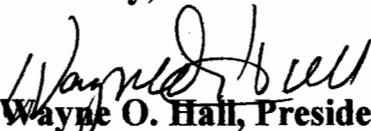
The Navarre Krewe of Jesters, Inc would again request the permission of the Board for the Annual Navarre Krewe of Jesters Mardi Gras parade on Gulf Blvd, on February 2, 2013.

We will coordinate all actions with the Santa Rosa Sheriff's Office in the upcoming months. The parade will begin at the corner of Gulf Blvd and Arkansas St. and proceed eastward into the County Park at the end of Gulf Blvd. Pre-staging of the entries will be held in the first parking lot in the county park and line-up will begin at 10:30 on white Sands Blvd.

This is the only major event for this area that brings entries, spectators, and a considerable amount of revenue for the businesses in the community of Navarre.

Thank you advance for your positive consideration this event. We are anticipating another successful parade with entries coming from several communities outside of Santa Rosa County.

Sincerely,

  
Wayne O. Hall, President  
Navarre Krewe of Jesters



Florida Department of  
Law Enforcement

Gerald M. Bailey  
Commissioner

Office of Criminal Justice Grants  
Post Office Box 1489  
Tallahassee, Florida 32302-1489  
(850) 617-1250  
[www.fdle.state.fl.us](http://www.fdle.state.fl.us)

Rick Scott, Governor  
Pam Bondi, Attorney General  
Jeff Atwater, Chief Financial Officer  
Adam Putnam, Commissioner of Agriculture

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SEP 25 2012

The Honorable Jim Williamson  
Chairman  
Santa Rosa County Board of Commissioners  
6495 Caroline Street  
Suite A  
Milton, FL 32570

Re: Contract No. 2013-JAGC-SANT-1-D7-071

Dear Chairman Williamson:

The Florida Department of Law Enforcement is pleased to award an Edward Byrne Memorial Justice Assistance Grant to your unit of government in the amount of \$ 53,327.00 for the project entitled, COUNTYWIDE TASK FORCE 2012-2013. These funds shall be utilized for the purpose of reducing crime and improving public safety.

A copy of the approved subgrant application with the referenced contract number is enclosed for your file. All correspondence with the Department should always refer to the project number and title.

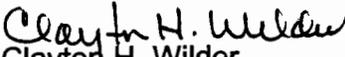
Your attention is directed to the Standard Conditions of the subgrant. Changes were made after your application was received in this office. Therefore, the Standard Conditions should be reviewed carefully by those persons responsible for project administration to avoid delays in project completion and costs reimbursements.

The enclosed Certification of Acceptance should be completed and returned to the Department within 30 calendar days from the date of award. This certificate constitutes official acceptance of the award and must be received by the Department prior to the reimbursement of any project expenditures.

The Honorable Jim Williamson  
Page Two

We look forward to working with you on this project. If we can be of further assistance,  
please contact Janice Parish at 850/617-1250.

Sincerely,

  
Clayton H. Wilder  
Administrator

CHW/JP/st

Enclosures

**State of Florida  
Office of Criminal Justice Grants  
Florida Department of Law Enforcement  
2331 Phillips Road  
Tallahassee, Florida 32308**

CERTIFICATE OF ACCEPTANCE OF SUBGRANT AWARD

The subgrantee, through its authorized representative, acknowledges receipt and acceptance of subgrant award number 2013-JAGC-SANT-1-D7-071, in the amount of \$ 53,327.00, for a project entitled, COUNTYWIDE TASK FORCE 2012-2013, for the period of 10/01/2012 through 09/30/2013, to be implemented in accordance with the approved subgrant application, and subject to the Florida Department of Law Enforcement's Standard Conditions and any special conditions governing this subgrant.

\_\_\_\_\_  
(Signature of Subgrantee's Authorized Official)

\_\_\_\_\_  
(Typed Name and Title of Official)

\_\_\_\_\_  
(Name of Subgrantee)

\_\_\_\_\_  
(Date of Acceptance)

**State of Florida  
Office of Criminal Justice Grants  
Florida Department of Law Enforcement  
2331 Phillips Road  
Tallahassee, Florida 32308**

**SUBGRANT AWARD CERTIFICATE**

Subgrantee: Santa Rosa County Board of Commissioners

Date of Award: 9-24-12

Grant Period: From: 10/01/2012 TO: 09/30/2013

Project Title: COUNTYWIDE TASK FORCE 2012-2013

Grant Number: 2013-JAGC-SANT-1-D7-071

Federal Funds: \$ 53,327.00

State Agency Match:

Local Agency Match: \$ 0.00

Total Project Cost: \$ 53,327.00

CFDA Number: 16.738

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Award is hereby made in the amount and for the period shown above of a subgrant under Title I of the Omnibus Crime Control and Safe Streets Act of 1968, P.L. 90-351, as amended, and the Anti-Drug Abuse Act of 1988, P.L. 100-690, to the above mentioned subgrantee and subject to any attached or special conditions.

This award is subject to all applicable rules, regulations, and conditions as contained in the Financial and Administrative Guide for Grants, Guideline Manual 7100 1D, Office of Justice Programs, Common Rule for State and Local Governments and A-87, or OMB Circulars A-110 or A-102, as applicable, and A-21, in their entirety. It is also subject to such further rules, regulations and policies as may be reasonably prescribed by the State or Federal Government consistent with the purposes and authorization of P.L. 90-351, as amended, and P.L. 100-690.

**SUBGRANT AWARD CERTIFICATE (CONTINUED)**

This grant shall become effective on the beginning date of the grant period provided that within 30 days from the date of award, a properly executed Certificate of Acceptance of Subgrant Award is returned to the Department.

Clayton H. Wilder

Authorized Official  
Clayton H. Wilder  
Administrator

9-24-12

Date

( ) This award is subject to special conditions (attached).

Kyle S. Holley  
5920 Willard Norris Rd.  
Milton, Fl. 32570

August 9, 2012

Dear Kate,

Please review the following information for compliance with the statutory requirements associated with the next available seat on the Santa Rosa County Tourist Development Council. I would like to be considered for the appointment. A complete resume is available upon request. Please find referenced here information directly related to the questions mentioned in your email dated August 3, 2012.

My primary tourism experience was developed over 15 years leading the sales and marketing team at Skopelos Restaurant in Pensacola. During that time I was responsible for the recruitment, planning, and execution of over 10,000 special events. Additionally, it was my responsibility to develop regional relationships that led to the development of target industry conferences coming into our area. During this same period our team was able to partner with direct and indirect competitors to grow our "Hospitality Round Table" into a productive committee of the local Chamber. Since that time I have continued my personal training and development by participating as a volunteer on the working committee of the Tourist Development Council focusing on the development of new bed tax collectors in our County, drafting a basic outdoor recreation plan for our County, developing economic impact studies for local user groups of our State Forest, facilitating better communication among user groups to include the equestrian, hunting, fishing, hiking and canoeing communities. I have been actively involved at the committee level for the past 5 years bringing my total years of experience in the travel and tourism industry to 20 years. Additionally, I have made it my goal to add in skills with regard to State and Federal funding for infrastructure projects within our County.

You will find a consistent emphasis on growing tourism in all of my ventures directly and indirectly. Currently, my scope of work includes a contract to provide marketing services, consulting, and working capital for the development of a new bed tax collector in the north end of our County targeting campers and rv enthusiasts. We are currently developing the site plan for the new project to be known as JA Cattle Company & RV Campground. Additionally, I am currently leading the development of the Agri-Plex project in East Milton designed to increase bed tax collections by enabling large scale, multi-day events. Our goal is to push hotel occupancy in the immediate area to 74% from the current 55% in order to trigger more growth of hotels along Hwy 87 at Interstate 10. Lastly, I am also the principal of a company increasing its investment in the marketing of historical merchandise, and local small farms throughout the Northwest Florida region.

I am a registered voter in Santa Rosa County.

Thank you for reviewing my information for compliance and for submitting my name for consideration to the upcoming appointment.

Respectfully,

Kyle S. Holley



Kate Wilkes <kwilkes27@gmail.com>

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## Five's a Charm!

---

Laurie Gallup <laurie@navarrelistings.com>  
To: Kate Wilkes <kwilkes27@gmail.com>

Sun, Aug 19, 2012 at 5:41 PM

Hi Kate,

Please put me in for the TDC position again.

Thanks,  
Laurie Gallup  
Navarre Properties  
8577 Gulf Blvd  
Navarre Beach FL 32566  
850-936-1312  
www.navarrelistings.com

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 Laurie Gallup TDC.pdf  
95K

**Laurie Gallup**  
**1869 Flamingo Lane**  
**Navarre FL 32566**

**EXPERIENCE:**           **Owner**  
                                  **Navarre Properties, Inc.**  
                                  **8577 Gulf Blvd.**  
                                  **Navarre Beach FL 32566**

**Began a startup vacation rental management business on Navarre Beach in 2003. Grew company from 12 rental properties to 3<sup>rd</sup> largest company on Navarre Beach with over 85 rental properties. Faced business adversity numerous times during this period including recovery from two major hurricanes, economic collapse and BP Oil Spill yet company still thrived. Have knowledge of tourism trends and utilization of social media as well as search engine techniques to continue the promotion of tourism in Santa Rosa County.**

**Owned and managed Gallup Property Management in Charlotte, NC. Sold business and moved to Navarre in 1994.**

**Served in the U.S. Army. Honorable Discharge**

**EDUCATION: B.S. Business Management, Troy State University**  
**Florida Real Estate Broker**

**MEMBERSHIPS:       Vacation Rental Managers Association, Navarre Beach Area Chamber of Commerce, Santa Rosa County Clean Community, Navarre Area Board of Realtors, Florida Association of Realtors, National Association of Realtors, Gulf Breeze United Methodist Church**

**Volunteered and attended every South End TDC meeting as well as each meeting of the full TDC for the past 5 years .**

**Served on TDC Web Page Committee.**

**Volunteered at Holley Navarre Primary School by assisting children in first grade class in reading. Class scored 2<sup>nd</sup> highest on reading scores for school.**

**Married to Gerald Gallup. One daughter Meghan graduated from Navarre High School Class of 2002 and is a graduate of The University of Florida.**

# Marvin L Boyd Jr.

## Objective

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To obtain a position on the Santa Rosa County Tourist Development Council

## Experience and Background

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Oct 2007 to Present                      InterContinental Hotels Group Corporate                      Navarre, Fl

### Senior Area Manager, CHA, South East Region (Pensacola, S Alabama, S Mississippi)

- Oversee 37 current open mid-scale hotels (Holiday Inn and Holiday Inn Express) hotels and a revenue exceeding \$68 million dollars in 2011 and \$65 million dollars in 2010
- Consult with PC, Owners and Management regarding Revenue, Service, Quality and Sales
- Active member in the Revenue Strategic team that developed and launched numerous programs and workshops currently in use by HPS (RMEC, Maximizing Front Desk Revenue)
- Increasing MPI, ARI and Revpar YOY for the past 3 years
- Lead HPS with highest regional "Overall Guest Experience Scores" in 2011

Jan 2006 to Oct 2007                      Holiday Inn Sunspree Resort-Fort Walton Beach                      Fort Walton Beach, Fl

### General Manager

- Oversaw all hotel operations including rate and yield management
- Increase overall hotel revenue to highest level ever.
- Increase ROI by minimizing expenses and maximize revenue.
- Implemented and maintained all IHG standards and procedures

Feb 2004 to Dec 2005                      Holiday Inn-West Palm Beach Airport                      West Palm Beach, Fl

### General Manager

- Oversaw all hotel rate and yield management
- Put in place new rates and hotel policies
- Implemented and maintained all IHG standards and procedures

## Achievements

- 2010 Southeast IHG Area Manager of the year
  - 2012 IHG Olympic Secondment (Deputy Residential Service Lead)
  - Obtained CHA (Certified Hotel Administrator) in Jan 2010.
-



Kate Wilkes &lt;kwilkes27@gmail.com&gt;

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**Santa Rosa County Tourist Development Council Opening**

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**Marvin Boyd** <marvin.boyd@ihg.com>  
To: director@floridabeachestorivers.com

Fri, Aug 3, 2012 at 8:39 PM

To whom this may concern,

I hope that this email finds you well and having a great evening. I am sending this email as I saw your Facebook post concerning the opening on the Santa Rosa County Tourist Development Council and I would like to apply for the position. I have attached my copy of the resume that shows my tourism and experience. I know that that I would be a great addition to the council.

Also as per the position requirement, I am registered to vote in Santa Rosa County as I also live in Navarre and I am working in the tourist industry for my entire career in the hotel industry currently with Intercontinental Hotels Group (IHG)

I have worked and participated on numerous projects and committees while I have been with IHG, and also was a member of the Central Portage County (Ohio) Visitors Council in 2003 and 2004 when I worked as the General Manager of the Holiday Inn Express in Kent, Ohio

Along with my current position with IHG, as a Area Manager, I am currently on work secondment in London detailed below: I will be returning back to Navarre in early September, however I am able to schedule any calls prior to that date.

Thank you so much for your attention on this matter and I look forward to talking with you soon.

**Marvin Boyd CHA** | Senior Area Manager - Pensacola FL, South AL, Eastern MS Region - Hotel Performance Support

 | Three Ravinia Drive, Suite 100, Atlanta, GA 30346 |

Cell: 850-319-1180 | www.ihg.com

**Marvin Boyd**

**Deputy Residential Group Lead**

**2012 London Olympics**

Mobile 1-850-319-1180

Email: marvin.boydjnr@london2012.com

London Organising Committee of the Olympic Games and Paralympic Games Ltd

One Churchill Place

Canary Wharf

London E14 5LN



**TDC\_Boyd\_2012.doc**

43K

No support documentation for this agenda item.

No support documentation for this agenda item.



# SANTA ROSA COUNTY ENGINEERING

SANTA ROSA COUNTY, FLORIDA

6051 OLD BAGDAD HWY., STE. 300

MILTON, FLORIDA 32583

[www.santarosa.fl.gov](http://www.santarosa.fl.gov)

Preliminary  
Engineers Report  
October 8, 2012

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

This is a Preliminary check list:

The items listed below may be on the agenda for meeting of Board of County Commissioners of Santa Rosa County, Florida, for October 11, 2012 at 9:00 a.m. in Milton, Florida.

1. Discussion of bids for the Navarre Beach Wastewater Treatment Clarifier Rehabilitation project. (Attachment A)
2. Discussion of Modification No. 2 to Professional Services Agreement (Task Order 25) with CH2M Hill relative to Navarre Beach Utilities. (Attachment B)



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

1

## **BID RESULTS**

### **NAVARRE BEACH WWTF 42-FOOT DIAMETER CLARIFIER REHABILITATION**

1. Morgan Contracting, Inc.	\$273,000.00
2. Singletary Design & Construction	\$321,567.00
3. J & P Construction Co., Inc.	\$300,000.00



CH2MHILL

CH2M HILL  
25 W Cedar Street, Suite 560  
Pensacola, FL 32502  
Tel 850-438-2740  
Fax 850-438-9385

October 3, 2012

433101.03.36.BP

Mr. Roger Blaylock, P.E.  
County Engineer  
Santa Rosa County, FL  
6051 Old Baghdad Highway, Suite 300  
Milton, FL 32583

Subject: Navarre Beach WWTF 42-foot Diameter Clarifier Rehabilitation  
Bid Review

Dear Mr. Blaylock:

We have completed our review of the bids received and publicly read on October 2, 2012, for the above-referenced project. Bids were received from three general contractors. The names of the submitting contractor and their corresponding bid amounts are summarized below:

- Morgan Contracting, Inc., Baker, Florida - \$273,000.00
- J & P Construction Company, Inc., Tuscaloosa, Alabama - \$300,000.00
- Singletary Design and Construction, Cottonwood, Alabama - \$321,567.00

The apparent low, responsive, responsible bidder is Morgan Contracting, Inc. Therefore, pending final review by the County's attorney, CH2M HILL recommends award of the contract to Morgan Contracting, Inc., for the bid amount of \$273,000.00.

Sincerely,

CH2M HILL

William J. Klaus, P.E.  
Project Manager

MODIFICATION NO. 2

TO

TASK ORDER 25, GENERAL PROFESSIONAL SERVICES FOR THE NAVARRE BEACH UTILITIES

This Modification is to Task Order 25 ("TASK ORDER") effective April 22, 2010, between CH2M HILL Engineers, Inc. ("CH2M HILL") and Santa Rosa County Board of County Commissioners ("CLIENT") for services performed for the CLIENT as specified in the Task Order.

The parties desire to modify the TASK ORDER as follows:

- 1. Under Article C, Compensation Provisions, increase the budget ceiling by \$25,000.

All other terms and conditions set forth in the AGREEMENT shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties execute below:

For CLIENT:

For CH2M HILL:

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2012

Dated this 19<sup>th</sup> day of September 2012

Signature \_\_\_\_\_

Signature Jonathan F Childs

Name (printed): \_\_\_\_\_

Name (printed): Jonathan F. Childs

Title: \_\_\_\_\_

Title: Operations Manager

MODIFICATION NO. 1

TO

**TASK ORDER 25, GENERAL PROFESSIONAL SERVICES FOR THE NAVARRE  
BEACH UTILITIES**

This Modification is to Task Order 25 ("TASK ORDER") effective April 22, 2010, between CH2M HILL, Inc. ("CH2M HILL") and Santa Rosa County Board of County Commissioners ("CLIENT") for services performed for the CLIENT as specified in the Task Order.

The parties desire to modify the TASK ORDER as follows:

1. Delete and replace the text under the Period of Service section with the following: "The TASK ORDER is effective upon the date of the last signature and will terminate upon written agreement from either the CLIENT or CH2M HILL, Inc

All other terms and conditions set forth in the AGREEMENT shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties execute below:

For THE CLIENT:

For CH2M HILL, INC.:

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2011

Dated this 17<sup>th</sup> day of May 2011

Signature \_\_\_\_\_

Signature 

Name (printed): \_\_\_\_\_

Name (printed): Jonathan F. Childs

Title: \_\_\_\_\_

Title: Operations Manager

## TASK ORDER 25

THIS TASK ORDER IS ISSUED PURSUANT TO THE STANDARD MASTER AGREEMENT FOR PROFESSIONAL SERVICES DATED FEBRUARY 24, 2000 (AGREEMENT), FOR THE BOARD OF COUNTY COMMISSIONERS OF SANTA ROSA COUNTY, FLORIDA, WHICH IS INCORPORATED HEREIN BY THIS REFERENCE, WITH RESPECT TO

### General Professional Services for the Navarre Beach Utilities

#### Article A. Purpose:

The purpose of Task Order 25 is to authorize and direct CH2M HILL to proceed with professional engineering consultation services for providing general professional services assistance for Navarre Beach Utilities. The activities that are included are described in "Article B. Scope of Work."

#### Article B. Scope of Work:

The general professional consultation services that CH2M HILL agrees to furnish includes, but is not limited to, preparation of studies, reports, and special services, as described in Exhibit B of the AGREEMENT and that are applicable to the General Professional Services project (PROJECT), as requested by the CLIENT's representative as provided for in Article 6.16, and as described below.

CH2M HILL will provide and perform general professional engineering and related services as authorized by the CLIENT that consist of the appropriate items as follows:

- Attend meetings as requested by the CLIENT and provide general engineering assistance, consultation, and opinions.
- Respond to general questions on engineering matters as requested by the CLIENT's designated representative as defined in Article 6.16.

The intent of these services is not to provide detailed engineering solutions, reports, or studies on major issues, but to provide general professional consultations when requested by the CLIENT. Separate task orders under the AGREEMENT shall be executed as warranted to perform detailed engineering solutions, reports or studies on major issues.

#### Article C. Compensation Provisions:

As compensation for providing the services described within Task Order 25, CLIENT shall pay CH2M HILL in accordance with Article 2 of the February 24, 2000, Agreement, based on CH2M HILL's Salary Costs plus 115 percent of CH2M HILL's Salary Costs for the actual time worked on the PROJECT, plus Direct Expenses plus 5 percent of Direct Expenses incurred for the Project. There will be a budget ceiling of \$25,000, which shall not be exceeded without a revision to Task

Order 25. CH2M HILL will keep CLIENT informed of progress so that the budget and/or work effort can be adjusted if found necessary.

CH2M HILL is not obligated to incur costs beyond the indicated budgets, as may be adjusted, nor is CLIENT obligated to pay CH2M HILL beyond these limits. When any budget has been increased, CH2M HILL's excess costs expended prior to such increase will be allowable to the same extent as if such costs had been incurred after the approved increase.

**Article D. Period of Service:**

The schedule for the Project within Task Order 25 is as follows:

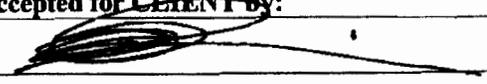
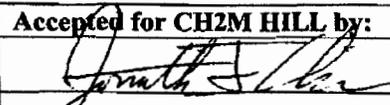
Authorization to Proceed	April 1, 2010
Termination of Task Order	March 31, 2011

**Article E. Authorized Representatives:**

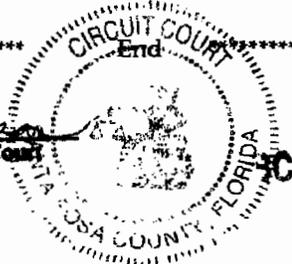
The Authorized Representatives designated below are authorized to act with respect to Task Order 25. Communications between the parties and between CH2M HILL's subcontractors shall be through the Authorized Representatives:

<b>For the BOCC of Santa Rosa, Florida</b>	<b>For CH2M HILL</b>
<b>Name:</b> Roger Blaylock, County Engineer	<b>Name:</b> William J. Klaus, P.E.
<b>Address:</b> 6065 Old Bagdad Highway, Milton, Florida, 32583	<b>Address:</b> 25 W. Cedar Street Pensacola, Florida 32502
<b>Telephone:</b> (850) 981-7100	<b>Telephone:</b> (850) 438-2740 ext. 59139

**Article F. Authorization:**

Task Order 25 is effective	
<b>Accepted for CLIENT by:</b>	<b>Accepted for CH2M HILL by:</b>
	
<b>Name:</b> Gordon Goodin	<b>Name:</b> Jonathan Childs, P.E.
<b>Title:</b> Chairman	<b>Title:</b> Operations Manager

ATTEST:   
Mary M. Johnson, Clerk of Court



CC Appro 04/22/10

## **AGENDA**

**Santa Rosa County  
Public Services Committee  
Meeting, October 8, 2012, 9:00 A.M.**

### **Development Services**

1. Recommend acceptance of \$1000.00 in satisfaction of the SHIP 2<sup>nd</sup> mortgage as part of short sale agreement for the property located at 4216 Jernigan Road in lieu of foreclosure.
2. Recommend acceptance of \$2000.00 in satisfaction of the SHIP 2<sup>nd</sup> mortgage as part of short sale agreement for the property located at 6114 White Creek Lane in lieu of foreclosure.



1

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

**Housing Program**

**MEMORANDUM**

**TO:** Board of County Commissioners

**FROM:** Janice Boone  
Housing Program Manager *JC Boone*

**THROUGH:** Beckie Cato, Director

**DATE:** September 24, 2012

**SUBJECT:** State Housing Initiatives Program (SHIP)  
Short Sale Request  
4216 Jernigan Road, Pace Florida 32571

**RECOMMENDATION:**

Board approval to accept \$1,000 as payment in full of an outstanding SHIP loan in connection with a short sale.

**BACKGROUND:**

The property was purchased in 2007 for \$103,500.  
\$5,069.25 of SHIP funding was provided to assist with closing costs.  
The first mortgage loan was in the amount of \$103,500.

The homeowner has been unable to meet financial obligations due to loss of income.

An offer to purchase dated 7/26/12 is pending in the amount of \$39,900. The first mortgage lender, Bank of America, has issued an approval which stipulates that they must receive a minimum of \$33,072.29.

This action is being taken to prevent a foreclosure.



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

2

Housing Program

MEMORANDUM

TO: Board of County Commissioners

FROM: Janice Boone  
Housing Program Manager *JC Boone*

THROUGH: Beckie Cato, Director

DATE: September 24, 2012

SUBJECT: State Housing Initiatives Program (SHIP)  
Short Sale Request  
6114 White Creek Lane, Milton FL 32570

**RECOMMENDATION:**

Board approval to accept \$2,000 as payment in full of an outstanding SHIP loan in connection with a short sale.

**BACKGROUND:**

The property was purchased in 2007 for \$144,000.  
\$7,500 of SHIP funding was provided to assist with closing costs.  
The first mortgage loan was in the amount of \$145,255.

The homeowner moved from Milton due to a change in job.

An offer to purchase dated 6/7/12 is pending in the amount of \$95,218. The first mortgage lender, CitiMortgage, Inc., has issued an approval which stipulates that they must receive a minimum of \$83,153.52.

This action is being taken to prevent a foreclosure.

AGENDA  
PUBLIC WORKS COMMITTEE

October 8, 2012

Chairman: Commissioner Lynchard

Vice Chairman: Commissioner Melvin

1. Discussion of transferring a surplus finish mower to the Florida Department of Corrections in exchange for a golf cart.



**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

1

# MEMO

**TO:** Hunter Walker, County Administrator  
**FROM:** Avis Whitfield, Public Works Director *AW*  
**SUBJECT:** Surplus Equipment Exchange  
**DATE:** October 3, 2012

The Santa Rosa Correctional Institution has offered to exchange a golf cart for a finish mower that is in our surplus equipment.

The mower has not been used in many years. We could utilize the golf cart at our Public Works facility for trips made between our warehouse and material yard.

AW/lc

MEMORANDUM

To: BOCC  
From: Avis Whitfield, Public Works Director  
Date: September 26, 2012  
RE: Transfer of County Equipment

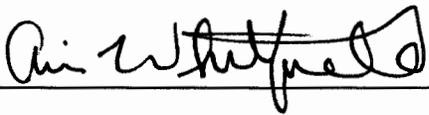
Please transfer the following equipment from Surplus to the Department of Corrections. The equipment is no longer in use.

<u>Model #</u>	<u>Serial #</u>
Finish Mower ATH-720	12-07689

Please transfer the following equipment from the Department of Corrections to Road and Bridge.

<u>Equipment Type:</u>	<u>Serial #</u>
Donated EZ-GO Golf Cart	A9216280996

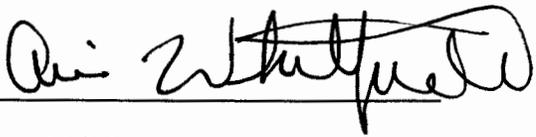
Authorized by:



---

Avis Whitfield,  
Public Works Director

Accepted by:



---

Avis Whitfield,  
Public Works Director



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Warden Comerford



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Warden Comerford

c/c

Wanda Harris

# **BUDGET & FINANCIAL MANAGEMENT COMMITTEE**

Chairman: Commissioner Melvin  
Vice Chairman: Commissioner Williamson

October 8, 2012

## **Bid Actions:**

- 1) Discussion of bids received for HOME Program / Housing Reconstruction Project located at 1901 Mittie Crain Road in Milton. Low bidder meeting specifications is Joe Baker Construction with a bid of \$67,200.

## **Budget:**

- 2) **Budget Amendment 2013 – 001** in the amount of \$ 53,915 to carry forward Santa Rosa Shores MSBU funds and allocate for expenditure.
- 3) **Budget Amendment 2013 – 002** in the amount of \$ 77,400 to carry forward Woodbine Springs MSBU funds and allocate for expenditure.
- 4) **Budget Amendment 2013 – 003** in the amount of \$ 23,165 to carry forward funds for the construction of a sidewalk/timber walk bridge on Sunset Drive from the Impact Fee Fund.
- 5) **Budget Amendment 2013 – 004** in the amount of \$ 125,730 to carry forward funds for the paving of Ten Mile Road from the Road & Bridge Fund.
- 6) **Budget Amendment 2013 – 005** in the amount of \$ 215,335 to carry forward funds to complete the paving projects in each of the five (5) Districts approved in the 2011/2012 fiscal year from the Road & Bridge Fund.
- 7) **Budget Amendment 2013 – 006** in the amount of \$ 331,292 to roll over unspent funds previously authorized to complete the elevation of flood prone properties from the Grant Fund with 10% match for all project costs being met by the property owner.
- 8) **Budget Amendment 2013 – 007** in the amount of \$ 60,000 to establish the budget and recognize the Coastal Partnership Initiative Grant revenue and local match for Phase 1 construction of the Bagdad Mill Site Park Facilities in the Grant Fund
- 9) **Budget Amendment 2013 – 008** in the amount of \$ 50,500 to carry forward funds to complete the HHW Building addition (\$ 10,000); to purchase LFG Sampling equipment and Bead Blaster (\$ 5,500); and for Oil-Separator and paving of yard waste drop-off area (\$ 35,000) in the Landfill Enterprise Fund.

- 10) **Budget Amendment 2013 – 009** in the amount of \$ **663,600** to recognize Federal Home Program (HUD) Grant and allocates to First Time Homebuyer account (\$ 218,000) and Substantial Housing account (\$ 445,600) from the Grant Fund.
- 11) **Budget Amendment 2013 – 010** in the amount of \$ **278,744** to carry forward funds from prior year and allocates to First Time Homebuyer account (\$163,500), Substantial Housing account (\$ 75,244) and New Construction account (\$ 40,000) in the Ship Program Fund.
- 12) **Budget Amendment 2013 – 011** in the amount of \$ **1,249,076** to carry forward funds to complete prior year projects for East Bay Blvd. (\$253,495); Spencer Field sidewalk (\$921,311); and sidewalks through Bagdad (\$74,270) in the Road & Bridge Fund.
- 13) **Budget Amendment 2013 – 012** in the amount of \$ **900,000** to carry forward funds to continue resurfacing projects on several connector roads and to pave the approach to Bryant Bridge from the Road & Bridge Fund.
- 14) **Budget Amendment 2013 – 013** in the amount of \$ **61,321** to carry forward funds to continue the Chumuckla Springs Boat Ramp project from the Road & Bridge Fund.

**County Expenditure/Check Register:**

- 15) Discussion of County Expenditures / Check Register

**PROCUREMENT RECOMMENDATION**

1. **PRODUCT/SERVICE:** HOUSING RECONSTRUCTION PROJECT LOCATED AT 1901 MITTIE CRAIN ROAD, MILTON, FL 32570

2. **RESPONSIBLE OFFICE:** HOUSING DEPARTMENT

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

Demolition of current dwelling and construction of new dwelling.

4. **SCOPE OF WORK:**

Demolition of current dwelling and construction on a 1,144 square foot dwelling.

5. **BIDDERS AND PRICES:**

A. Joe Baker Construction	\$67,200.00
B. Design Home Builder, Inc.	\$86,975.00

# BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: October 2, 2012

FROM: **Santa Rosa Shores**  
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:	121 – 3990001	Fund 121 Cash Carry Forward	\$ 53,915
To:	8200 – 5340038	Canal Maintenance	\$ 53,915

**State reason for this request:**

To carry forward Santa Rosa Shores MSBU funds and allocate for expenditure.

**Requested by: Jayne Bell/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2013-001**

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: October 8, 2012

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

***PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 11<sup>th</sup> day Of October, 2012.***

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS



**SANTA ROSA COUNTY  
BOARD OF COMMISSIONERS  
OFFICE OF MANAGEMENT & BUDGET**



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

Santa Rosa Administrative Offices  
6495 Caroline Street, Suite L  
Milton, Fl 32570-4592

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

**MEMORANDUM**

Date: October 2, 2012  
To: Jayne Bell, Budget Director  
From: Diane Ebentheuer   
Subj: Santa Rosa Shores MSBU Budget Amendment

Request budget amendment to carry forward Santa Rosa Shores MSBU funds and allocate for expenditure.

Fund 121:	121-3990001	Cash Carried Forward	\$53,915
	8200-5340038	Canal Maintenance	\$53,915

## **Diane Ebentheuer**

---

**From:** Diane Ebentheuer  
**Sent:** Tuesday, October 02, 2012 11:37 AM  
**To:** 'aj.sutton@cluv.net'; 'anne.larry1@att.net'  
**Subject:** RE: Santa Rosa Shores

Note Other Expenditures: \$72,229 debt service; and \$1,550 admin fee.

For FY2013: Amount available for canal maintenance expenditure will be \$57,626. (BA \$53,915 + \$3,711 already budgeted)

AJ or Larry,

Reminder that Santa Rosa County has now began our new fiscal year. I will carry forward funds for Santa Rosa Shores for this fiscal year's expenditures. (Santa Rosa Shores balance as of 10/02/2012 is \$131,405.73)

Let me know if you have any questions.

Thank you,  
**Diane Ebentheuer**  
**Budget Department**  
**Santa Rosa County**  
**6495 Caroline Street, Suite L**  
**Milton, FL 32570**  
**850-983-1853**  
**[dianee@santarosa.fl.gov](mailto:dianee@santarosa.fl.gov)**

SUNGARD PENTAMATION  
DATE: 10/02/2012  
TIME: 11:23:18

SANTA ROSA COUNTY BOCC  
PRINT BALANCE SHEETS BY FUND

PAGE NUMBER: 1  
STATMN11

SELECTION CRITERIA: genledgr.fund='121'  
ACCOUNTING PERIOD: 1/13

FUND - 121 - MSBU CANAL SANTA ROSA SHR				
ACCOUNT - - - - -	TITLE - - - - -		DEBITS	CREDITS
101101	CHECKING		131,405.73	
	TOTAL CASH AND POOLED EQUITY		131,405.73	.00
	TOTAL ASSETS		131,405.73	.00
241000	EXPENDITURE BUDGET CONT			77,490.00
241100	REVENUE BUDGET CONT		77,490.00	
271000	FUND BALANCE		22,482.86	
	TOTAL EQUITIES		99,972.86	77,490.00
281000	FUND BAL RESTRICTED			153,888.59
	TOTAL FUND BAL RESTRICTED		.00	153,888.59
	TOTAL EQUITIES		99,972.86	231,378.59
	TOTAL MSBU CANAL SANTA ROSA SHR		231,378.59	231,378.59
	TOTAL REPORT		231,378.59	231,378.59

131,405.73  
- 1,550.00 Admin Fee  
- 12,229.00 Debt Svc  
- 3,711.00 Canal Maint Budgeted  
= 53,915. Budget Amendment needed

# 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: October 2, 2012

FROM: **Woodbine Springs**  
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:	153 – 3990001	Fund 121 Cash Carry Forward	\$ 77,400
To:	8416 – 534001	Other Contractual Services	\$ 77,400

**State reason for this request:**

To carry forward Woodbine Springs MSBU funds and allocate for expenditure.

**Requested by: Jayne Bell/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2013-002

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: October 8, 2012

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

*PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 11<sup>th</sup> day Of October, 2012.*

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS



**SANTA ROSA COUNTY  
BOARD OF COMMISSIONERS  
OFFICE OF MANAGEMENT & BUDGET**



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

Santa Rosa Administrative Offices  
6495 Caroline Street, Suite L  
Milton, FL 32570-4592

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

**MEMORANDUM**

Date: October 2, 2012  
To: Jayne Bell, Budget Director  
From: Diane Ebentheuer *DE*  
Subj: Woodbine Springs MSBU Budget Amendment

Request budget amendment to carry forward Woodbine Springs MSBU funds and allocate for expenditure.

Fund 153:	153-3990001	Cash Carried Forward	\$77,400
	8416-534001	Other Contractual Services	\$77,400

The HOA is currently scheduling a State final inspection of the dam in the next few days. Within the next few weeks final project costs will be available and at that time a loan will be solicited for the total project costs and the General Fund will be reimbursed.

SUNGARD PENTAMATION  
DATE: 10/02/2012  
TIME: 13:57:01

SANTA ROSA COUNTY BOCC  
PRINT BALANCE SHEETS BY FUND

PAGE NUMBER: 1  
STATMN11

SELECTION CRITERIA: genledgr.fund='153'  
ACCOUNTING PERIOD: 1/13

FUND - 153 - MSBU WOODBINE SPRINGS DAM				
ACCOUNT - - - - -	TITLE - - - - -		DEBITS	CREDITS
101101	CHECKING		77,781.14	
	TOTAL CASH AND POOLED EQUITY		77,781.14	.00
	TOTAL ASSETS		77,781.14	.00
2369101	ADVANCES FROM RD/BRIDGE			200,000.00
	TOTAL ADVANCES FROM RD/BRIDGE		.00	200,000.00
	TOTAL LIABILITIES		.00	200,000.00
241000	EXPENDITURE BUDGET CONT			253,090.00
241100	REVENUE BUDGET CONT		253,090.00	
271000	FUND BALANCE		122,218.86	
	TOTAL EQUITIES		375,308.86	253,090.00
	TOTAL EQUITIES		375,308.86	253,090.00
	TOTAL MSBU WOODBINE SPRINGS DAM		453,090.00	453,090.00
	TOTAL REPORT		453,090.00	453,090.00

77,781.14  
- 288  

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77,400  
*(Pending Reversal of Interest)*

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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: October 3, 2012

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

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	111 – 3990001	Cash Carried Forward	\$ 23,165
To:	2104 – 5630041	Multi-Purpose Paths	\$ 23,165

**State reason for this request:**

Carries forward funds for the construction of a sidewalk/timber walk bridge on Sunset Drive from funds originally received from Area 3 Impact Fees in May 2012.

**Requested by Avis Whitfield/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2013-003

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/08/2012

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

***PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 11<sup>th</sup> day Of October, 2012.***

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

## Jayne Bell

---

**From:** Avis Whitfield  
**Sent:** Tuesday, October 02, 2012 10:32 AM  
**To:** Jayne Bell  
**Cc:** Louann Callahan; Stephen Furman  
**Subject:** BA for carry forward 2104-5630041

Jayne,

After you complete the 13th month correction we discussed, we will need a budget amendment to carry forward \$13,922.11 in 2104-5630041 to complete the Sunrise Drive sidewalk/boardwalk project. The original budget amendment was for \$25,000. In the 2011/2012 fiscal year, we spent \$1,834.15 for materials and \$9,243.74 for labor. The labor was not charged against this department/account but was charged in department 2100. I don't necessarily need to recoup the labor into department 2100 (unless it needs to be done for accounting purposes) but it does need to be shown as an expenditure in account 2104-5630041 so we have an accurate accounting of the Impact Fee expenditures. The labor was all done in the 2011/2012 fiscal year so I suppose it needs to be part of the 13th month correction as well as the materials.

Thanks,

Avis Whitfield  
Director  
Santa Rosa County Public Works

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: October 3, 2012

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	\$ 125,730
To:	2100 – 5340033	Paving Projects	\$ 125,730

**State reason for this request:**

Carries forward funds for paving of Ten Mile Road.

**Requested by Avis Whitfield/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2013-004**

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

Comment: \_\_\_\_\_  
BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/08/2012

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

***PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 11<sup>th</sup> day Of October, 2012.***

ATTESTED: \_\_\_\_\_  
CHAIRMAN

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

## Jayne Bell

---

**From:** Avis Whitfield  
**Sent:** Tuesday, September 25, 2012 1:53 PM  
**To:** Jayne Bell  
**Subject:** Budget Amendment

Jayne,

I request a budget amendment to transfer \$125,730.00 from Road and Bridge Fund 101 to 2100-5340033 (Paving Projects) for the paving of Ten Mile Road. A check was received from Figure 8 LLC in the amount of \$125,730.31 for this project and was put in Fund 101 on 5/23/12.

Thanks,

Avis Whitfield  
Director  
Santa Rosa County Public Works

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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: October 3, 2012

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>
<b>From:</b>	<b>101 – 3990001</b>	<b>Cash Carried Forward</b>	<b>\$ 215,335</b>
<b>To:</b>	<b>2100 – 5340033</b>	<b>Paving Projects</b>	<b>\$ 215,335</b>

**State reason for this request:**

Carries forward funds to complete paving projects in each of the five (5) districts. The breakdown for each District is: District I \$ 68,472; District 2 \$ 105,741; District 3 \$ 21,562; District 4 10,718; District 5 \$ 8,842.

**Requested by Avis Whitfield/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2013-005**

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/08/2012

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

***PASSED AND ADOPTED*** by the Board of County Commissioners of Santa Rosa County, Florida on this 11<sup>th</sup> day Of **October, 2012.**

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

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

## Jayne Bell

---

**From:** Avis Whitfield  
**Sent:** Wednesday, October 03, 2012 8:41 AM  
**To:** Jayne Bell  
**Subject:** BA for carry forward 2100-5340033

Jayne,

We will need a budget amendment to carry forward \$215,335.00 in 2100-5340033 for paving projects in all five Districts. These funds are to complete projects approved in the 2011/2012 fiscal year and to carry forward any remaining funds designated for paving projects. The breakdown per District is:

District 1 \$68,472.00  
District 2 105,741.00  
District 3 21,562.00  
District 4 10,718.00  
District 5 8,842.00

Thanks,

Avis Whitfield  
Director  
Santa Rosa County Public Works

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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: October 3, 2012

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

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	104 – 3315009	Severe Repetitive Loss Grant	\$ 331,292
To:	2412 – 534001	Other Contract Services	\$ 331,292

**State reason for this request:**

Rolls over unspent prior authorization (BA 2012-14) associated with FMAP grant (12SL-04-01-67-01-434) to complete the elevation of flood prone properties located at 3845 Sabertooth Circle and 2928 Coral Strip Parkway with 10% match for all project costs being met by owner.

**Requested by Sheila Harris/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2013-006**

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/08/2012

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

**PASSED AND ADOPTED** by the Board of County Commissioners of Santa Rosa County, Florida on this 11<sup>th</sup> day Of **October, 2012.**

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

**Jayne Bell**

---

**From:** Sheila Harris  
**Sent:** Tuesday, October 02, 2012 11:09 AM  
**To:** Jayne Bell  
**Subject:** Budget Rollover Request - 2012/2013 - SRL Elevation Grant

Jayne,

I need a budget amendment to roll over the unspent authorization from last year's BA (2012-104) associated with the Severe Repetitive Loss (SRL) program grant for elevation of five properties.

104 - 3315009	Severe Repetitive Loss Program Grant	\$331,292
2412 - 534001	Other Contract Services	\$331,292

Rolls over unspent prior authorization (BA 2012-104) associated with FMAP SRL grant (12SL-04-01-67-01-434) to complete the elevation of flood prone properties located at 3845 Sabertooth Circle and 2928 Coral Strip Parkway with 10% match for all project costs being met by the property owner.

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](mailto:sheilah@santarosa.fl.gov)

---

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

8

# 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: October 3, 2012

FROM: **District Two 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 – 33139014	CPI Grant	\$ 30,000
	2322 – 599001	From Dist II Rec Funds	\$ 30,000
To:	2322 – 5630034	Bagdad Mill Site Improvements	\$ 60,000

**State reason for this request:**

Establishes the budget and recognizes the grant revenue for the 2012/2013 Coastal Partnership Initiative Grant and local match for Phase 1 construction of the Bagdad Mill Site Facilities as approved by the BOCC on August 23, 2012.

**Requested by Sheila Harris/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2013-007

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/08/2012

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

**PASSED AND ADOPTED** by the Board of County Commissioners of Santa Rosa County, Florida on this 11<sup>th</sup> day Of **October, 2012.**

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

**Jayne Bell**

---

**From:** Sheila Harris  
**Sent:** Tuesday, October 02, 2012 1:51 PM  
**To:** Jayne Bell  
**Subject:** Budget Amendment Request - Coastal Partnership Grant - Bagdad Mill Site Phase I Construction

Jayne,

Please establish the budget for the Coastal Partnership Initiative Grant for Phase I Construction of the Bagdad Mill Site Facilities as follows:

312-33139014	CPI Grant	\$ 30,000
2322 - 599001	From Dist II Rec Funds	\$ 30,000
2322-5630034	Bagdad Mill Site Improvements	\$ 60,000

Recognizes grant revenue for the 2012/2013 Coastal Partnership Initiative Grant and local match for Phase I construction of the Bagdad Mill Site Park Facilities as approved by the BOCC on August 23, 2012.

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](mailto: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: October 3, 2012

FROM: **Landfill Enterprise 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:	411 – 3990001	Cash Carry Forward	\$ 50,500
To:	2400 – 562001	Buildings	\$ 10,000
	2400 – 563001	Improvements	\$ 35,000
	2400 – 564001	Machinery & Equipment	\$ 5,500

**State reason for this request:**

Carries forward funds for Oil-Water Separator with pump station (\$25,000) and Paving Yard Waste Drop-off area (\$10,000); LFG Sampling Equipment and Bead Blaster (\$5,500) and the HHW Building Addition (\$10,000) for the Landfill Department.

**Requested by Jerrel Anderson/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2013-008

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

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

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

BUDGET COMMITTEE ACTION

DATE: 10/08/2012

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

***PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 11th day Of October, 2012.***

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

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

## Jayne Bell

---

**From:** Jerrel Anderson  
**Sent:** Thursday, September 27, 2012 2:25 PM  
**To:** Jayne Bell  
**Cc:** Tonya Toomey  
**Subject:** Capital Projects - Roll Forward

Jayne:

Please roll forward the following capital project; All Landfill

- Oil-Water Separator with pump station, \$25k
- Paving Yard Waste Drop-off Area, \$10k
- LFG Sampling Equipment, \$3.5k
- HHW Building Addition – this project has been started – please roll forward the remaining funds ~ \$10k

Please roll forward the Small Parts Bead Blaster - \$2k – Mosquito Program.

Thanks, Jerrel

---

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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: October 3, 2012

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

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	104 – 3315008	Federal Home Program (HUD)	\$ 663,600
To:	787 – 5340043	First Time Homebuyer	\$ 218,000
	787 – 534004	Substantial Housing	\$ 445,600

**State reason for this request:**

Recognizes Federal Home Program (HUD) Grant and allocates to First Time Homebuyer account and Substantial Housing account.

**Requested by Janice Boone/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2013-009

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

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

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

BUDGET COMMITTEE ACTION

DATE: 10/08/2012

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

*PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 11<sup>th</sup> day Of October, 2012.*

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

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

Request Submitted By:

Janice Boone

10/1/2012

Housing 2012/2013 Budget

**Carry Forward Balances**  
**Existing Programs**

FUND	104 Grants		
DEPT	787 FED HOME INVEST PART PROG		
	<b>5340043 First Time Homebuyer</b>		<b>218,000.00</b>
	<b>534004 Substantial Rehabilitation</b>		<b>445,600.00</b>
		Total	<b><u>663,600.00</u></b>
	(Revenue not yet received.)		
			<b>104</b>
			<b>3315008</b>
	Per Escambia Consortium/HUD Annual Plans 2008-2009-2011		

FUND	113 SHIP		
DEPT	780 SHIP Program Fund		
	<b>5340043 First Time Homebuyer</b>		<b>163,500.00</b>
	<b>534004 Substantial Rehabilitation</b>		<b>75,244.00</b>
	<b>5340041 Emergency Repair</b>		<b>40,000.00</b>
		Total	<b><u>278,744.00</u></b>
	<b>Funds have been received.</b>		
	<b>Prior Year Revenue</b>		
	Remaining Program Funding 2010 and 2011		

# 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: October 3, 2012

FROM: **Ship Program 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:	113 – 3990001	Cash Carried Forward	\$ 278,744
To:	0780 – 5340043	First Time Homebuyer	\$ 163,500
	0780 – 534004	Substantial Housing	\$ 75,244
	0780 – 5340044	New Construction	\$ 40,000

**State reason for this request:**

Carries forward funds from prior year and allocates to First Time Homebuyer account, Substantial Housing account, and New Construction account in the Ship Program Fund.

**Requested by Janice Boone/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2013-010

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

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

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

BUDGET COMMITTEE ACTION

DATE: 10/08/2012

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

*PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 11<sup>th</sup> day Of October, 2012.*

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

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

Request Submitted By:

Janice Boone

10/1/2012

Housing 2012/2013 Budget

**Carry Forward Balances**  
**Existing Programs**

FUND 104 Grants  
DEPT 787 FED HOME INVEST PART PROG

<b>5340043 First Time Homebuyer</b>	<b>218,000.00</b>
<b>534004 Substantial Rehabilitation</b>	<b>445,600.00</b>
Total	<b><u>663,600.00</u></b>

(Revenue not yet received.)

104
3315008

Per Escambia Consortium/HUD Annual Plans  
2008-2009-2011

FUND 113 SHIP  
DEPT 780 SHIP Program Fund

<b>5340043 First Time Homebuyer</b>	<b>163,500.00</b>
<b>534004 Substantial Rehabilitation</b>	<b>75,244.00</b>
<b>5340041 Emergency Repair</b>	<b>40,000.00</b>
Total	<b><u>278,744.00</u></b>

<b>Funds have been received.</b>
<b>Prior Year Revenue</b>

Remaining Program Funding  
2010 and 2011

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: October 3, 2012

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	\$ 1,249,076
To:	2100 – 5630041	Multi Purpose Paths	\$ 1,249,076

**State reason for this request:**

Carries forward funds to complete prior year projects for East Bay Blvd. (\$253,495); Spencer Field sidewalk (\$921,311); and sidewalks through Bagdad (\$74,270) in the Road & Bridge Fund.

**Requested by Avis Whitfield/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2013-011

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

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

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

BUDGET COMMITTEE ACTION

DATE: 10/08/2012

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

***PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 11<sup>th</sup> day Of October, 2012.***

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

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

## Jayne Bell

---

**From:** Avis Whitfield  
**Sent:** Tuesday, October 02, 2012 12:50 PM  
**To:** Jayne Bell  
**Cc:** Stephen Furman; Louann Callahan  
**Subject:** BA carry forward 2100-5630041

Jayne,

I will need a budget amendment to carry forward \$1,249,074.50 in 2100-5630041 Multi-Purpose Paths. This will carry forward funds for the following projects which I have provided a history from the time of the original budget amendment:

\*Budget Amendment (4/4/11) for Spencer Field sidewalks \$921,311  
No expenditures on this project  
is \$921,311.00

Carry Forward needed for 2012/2013

\*Budget Amendment Carry Forward (10/4/10) for TDC Bagdad sidewalks \$82,000  
2010/2011 expenditures of \$7,731.49  
2011/2012 expenditures of \$0  
Carry forward needed for 2012/2013 is \$74,268.51

\*Budget Amendment (3/15/11) for East Bay Blvd. Impact Fee Sidewalks \$528,725  
Expenditure in 2010/2011 \$19,874.53

Labor

Material Expenditure in 2010/2011 \$16,777.72 Carry Forward from 2010/2011 to 2011/2012 \$492,072.75 Labor  
Expenditure in 2011/2012 \$163,016.09 Material Expenditure in 2011/2012 \$75,561.67 Carry Forward needed for  
2012/2013 is \$253,494.99

As noted, the labor expenditure for the East Bay Boulevard Impact Fee sidewalks project in the 2011/2012 fiscal year was \$163,016.09. That amount was not shown as an expenditure to 2100-5630041 but was an expenditure in Personnel Services accounts in department 2100. I don't necessarily need to recoup the labor into Personnel Services (unless it needs to be done for accounting purposes) but it does need to be shown as an expenditure in account 2100-5630041 so we have an accurate accounting of the Impact Fee expenditures.

Since parts of this one are spread over several fiscal years, I think it would be a good idea to confirm the accuracy of the history I have provided and check to make sure I haven't overlooked anything.

Thanks and sorry for it being a bit complicated,

Avis Whitfield  
Director  
Santa Rosa County Public Works

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13

## 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: October 3, 2012

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	\$ 900,000
To:	2100 – 5340034	Secondary Road Projects	\$ 900,000

**State reason for this request:**

Carries forward funds to continue resurfacing projects on several connector roads and to pave the approach to Bryant Bridge.

**Requested by Avis Whitfield/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2013-012

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/08/2012

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

***PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 11<sup>th</sup> day Of October, 2012.***

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

## Jayne Bell

---

**From:** Avis Whitfield  
**Sent:** Tuesday, October 02, 2012 2:44 PM  
**To:** Jayne Bell  
**Cc:** Stephen Furman; Louann Callahan  
**Subject:** BA for carry forward 2100-5340034

Jayne,

We will need a budget amendment to carry forward \$900,000.00 in 2100-5340034 (Secondary Road) to continue resurfacing projects on several connector roads and to pave the approach to Bryant Bridge.

Thanks,

Avis Whitfield  
Director  
Santa Rosa County Public Works

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14

## 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: October 3, 2012

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	\$ 61,321
To:	2100 – 563001	Improvements Other Than Buildings	\$ 61,321

**State reason for this request:**

Carries forward funds to continue the Chumuckla Springs Boat Ramp project.

**Requested by Avis Whitfield/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2013-013**

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/08/2012

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

**PASSED AND ADOPTED** by the Board of County Commissioners of Santa Rosa County, Florida on this 11<sup>th</sup> day Of **October, 2012.**

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

## Jayne Bell

---

**From:** Avis Whitfield  
**Sent:** Tuesday, October 02, 2012 1:04 PM  
**To:** Jayne Bell  
**Subject:** BA for carry forward 2100-563001

Jayne,

We will need a budget amendment to carry forward \$61,321.00 in 2100-563001 (Other Improvements) to continue the Chumuckla Springs Boat Ramp project.

Thanks,

Avis Whitfield  
Director  
Santa Rosa County Public Works

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.

No support documentation for this agenda item.