

SUGGESTED AGENDA

TAYLOR COUNTY BOARD OF COUNTY COMMISSIONERS  
PERRY, FLORIDA

MONDAY, AUGUST 5, 2013

5:30 P.M.

201 E. GREEN STREET  
TAYLOR COUNTY ADMINISTRATIVE COMPLEX  
OLD POST OFFICE

NOTICE IS HEREBY GIVEN, PURSUANT TO FLORIDA STATUTES 286.0105, THAT ANY PERSONS DECIDING TO APPEAL ANY MATTER CONSIDERED AT THIS MEETING WILL NEED A RECORD OF THE MEETING AND MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

ANY PERSON WISHING TO ADDRESS THE BOARD REGARDING AN AGENDAED ITEM WILL BE GIVEN THREE (3) MINUTES FOR COMMENT. A COMMENTER MAY ONLY SPEAK ONE (1) TIME FOR EACH AGENDAED ITEM.

Prayer and Pledge of Allegiance

Welcome

1. APPROVAL OF AGENDA
2. APPROVAL OF CONSENT ITEMS A - O:

ITEMS ON THE CONSENT AGENDA ARE ROUTINE OR TECHNICAL IN NATURE, HAVE BEEN PREVIOUSLY DISCUSSED BY THE BOARD, RESOLUTIONS OF A ROUTINE NATURE, AUTHORIZATION TO ADVERTISE ORDINANCES, PUBLIC HEARINGS, AND BID SPECIFICATIONS, ITEMS THAT HAVE A UNANIMOUS RECOMMENDATION OF THE PLANNING BOARD AND STAFF FOR APPROVAL, AND OTHER ITEMS AS AUTHORIZED BY THE BOARD (TAYLOR COUNTY BOARD OF COUNTY COMMISSIONERS RULES OF PROCEDURE, SECTION II, 14: (2) (c))

2-A. APPROVAL OF MINUTES of July 1 and 16, 2013.

2-B. EXAMINATION AND APPROVAL OF INVOICES.

- 2-J. THE BOARD TO CONSIDER APPROVAL OF UPDATES TO SECTION 504 COMPLIANCE POLICY, EVALUATION PLAN, TRANSITION PLAN, AND GRIEVANCE/COMPLAINT PROCEDURES, FOR STATE AND FEDERAL GRANT PROGRAMS AND PROJECTS, AS AGENDAED BY THE GRANTS COORDINATOR.
- 2-K. THE BOARD TO CONSIDER APPROVAL OF SINGLE CERTIFICATION FIREFIGHTER/EMT IN TRAINING JOB DESCRIPTION, AS DISCUSSED AT THE JULY 23<sup>RD</sup> WORKSHOP, AS AGENDAED BY CARL McAFEE, DEPUTY FIRE CHIEF.
- 2-L. THE BOARD TO CONSIDER APPROVAL OF THE FLORIDA DEPARTMENT OF HEALTH THIRD QUARTER AMENDMENTS TO TAYLOR COUNTY'S CORE CONTRACT, AS AGENDAED BY PADRAIC JUAREZ, INTERIM TAYLOR COUNTY HEALTH DEPARTMENT ADMINISTRATOR.
- 2-M. THE BOARD TO CONSIDER RATIFICATION OF THE COUNTY ADMINISTRATOR'S SIGNATURE ON QUARTERLY GRANT REPORTS FOR THE EMERGENCY MANAGEMENT PERFORMANCE GRANT PROGRAM, EMERGENCY MANAGEMENT PREPAREDNESS AND ASSISTANCE PROGRAM, FY 2011 STATE HOMELAND SECURITY GRANT PROGRAM, AND FY 2012 STATE HOMELAND SECURITY GRANT PROGRAM, AS AGENDAED BY DUSTIN HINKEL, EM DIRECTOR.
- 2-N. THE BOARD TO CONSIDER APPROVAL OF A BUDGET TRANSFER FROM RESERVE FOR CONTINGENCY, FOR STATE MANDATED MEDICAL EXAMINER FEES THROUGH THE END OF THE CURRENT FISCAL YEAR, AS AGENDAED BY DUSTIN HINKEL, ASSISTANT COUNTY ADMINISTRATOR.
- 2-O. THE BOARD TO CONSIDER APPROVAL OF A BUDGET TRANSFER FROM LANDFILL RESERVE FOR CAPITAL IMPROVEMENTS, TO PURCHASE AN AIR CURTAIN BURN BOX, AS AGENDAED BY THE ASSISTANT COUNTY ADMINISTRATOR.

BIDS/PUBLIC HEARINGS:

3. THE BOARD TO HOLD THE FIRST OF TWO (2) PUBLIC HEARINGS, SET FOR THIS DATE AT 5:30 P.M., OR AS SOON THEREAFTER AS POSSIBLE, TO RECEIVE PUBLIC INPUT ON THE POSSIBLE GRANT APPLICATION TO THE FLORIDA RECREATION DEVELOPMENT ASSISTANCE PROGRAM (FRDAP) FOR THE 2014-2015 FUNDING CYCLE.

ADVISORY COMMITTEE REPORTS:

9. THE BOARD TO CONSIDER APPOINTING JEFF TERRELL, DAVID ROBERTS, AND BETH ANNE STEPHENS TO THE TAYLOR COUNTY RECREATION ADVISORY BOARD (TCRAB), TO SERVE THE REMAINING THREE (3) YEAR TERM OF THE POSITIONS VACATED IN JUNE, AS AGENDAED BY THE ASSISTANT COUNTY ADMINISTRATOR.

CONSTITUTIONAL OFFICERS/OTHER GOVERNMENTAL UNITS:

10. ANN SHORTELL, SUWANNEE RIVER WATER MANAGEMENT DISTRICT (SRWMD) EXECUTIVE DIRECTOR, TO APPEAR TO PRESENT THE BOARD A CHECK FOR PAYMENT IN LIEU OF TAXES AND DISCUSS MINIMUM FLOWS AND LEVELS FOR THE LOWER SANTA FE AND ICHETUCKNEE RIVERS AND SPRINGS.
11. THE BOARD TO REVIEW AND DISCUSS AN APPLICATION PACKAGE FOR A RURAL AREA OF CRITICAL ECONOMIC CONCERN (RACEC) ENTERPRISE ZONE BOUNDARY AMENDMENT, AS AGENDAED BY LAVONNE TAYLOR, TAYLOR COUNTY DEVELOPMENT AUTHORITY (TCDA).

COUNTY STAFF ITEMS:

12. THE BOARD TO CONSIDER AWARDED PHASE 3 OF THE TAYLOR COUNTY SPORTS COMPLEX PROJECT, TO ADVON CORPORATION, INC., AS AGENDAED BY KENNETH DUDLEY, COUNTY ENGINEER.
13. THE BOARD TO DISCUSS THE LAND AND WATER CONSERVATION FUND (LWCF) GRANT, SUBMITTED TO THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP) IN FEBRUARY 2011, REQUESTING FUNDING ASSISTANCE FOR THE DEVELOPMENT OF KEATON BEACH COASTAL PARK, AND CONSIDER APPROVAL OF A REQUEST TO BUDGET AN ADDITIONAL \$5,000 TO COMPLY WITH THE MATCH REQUIREMENT, AS AGENDAED BY THE GRANTS COORDINATOR.

COUNTY ADMINISTRATOR ITEMS:

14. THE BOARD TO CONSIDER APPROVAL TO AMEND THE COUNTY ROAD MAINTENANCE LIST TO INCLUDE IBIS ROAD, WHICH WAS INADVERTENTLY LEFT OFF THE LIST WHEN THE BOARD ACCEPTED AND ADOPTED THE CEDAR ISLAND BAHIA UNIT PLAT ON APRIL 4, 1960.

2-C

## **TAYLOR COUNTY BOARD OF COMMISSIONERS**

### ***County Commission Agenda Item***

**SUBJECT/TITLE:**

Board to ratify County's Administrator's signature on the 3rd quarter FY 2012-2013 Small County Consolidated Waste Management Grant Payment Request.

**MEETING DATE REQUESTED:**

August 5, 2013

**Statement of Issue:** Requesting Board to ratify the County Administrator's signature on the 3rd quarter FY 2012-2013 Small County Consolidated Waste Management Grant Payment Request.

**Recommended Action:** Ratify the County Administrator's signature on the Payment Request.

**Fiscal Impact:** \$19,350.86 to be reimbursed to the County. No match is required.

**Budgeted Expense:** Y/N

**Submitted By:** Melody Cox

**Contact:** Melody Cox

### **SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS**

**History, Facts & Issues:** The County received a Small County Consolidated Waste Management Grant in the amount of \$70,588.00 FY 2012-2013. We are requesting reimbursement in the amount of \$19,350.86 for the 3<sup>rd</sup> quarter reporting period.

**Attachments:** Reimbursement Request Summary Form and support documentation.



# ATTACHMENT B PAYMENT REQUEST SUMMARY FORM

Grantee: Taylor County

Grantee's Grant Manager:

Mailing Address: 201 E. Green

Melody Cox

Perry, FL 32347

Payment Request No.: 3

DEP Agreement No.: 330SC

Date Of Request: 07/30/2013

Performance

Period: 04/01/2013 - 06/30/2013

Reimbursement Amount

Task

Requested:\$ \$19,350.86

No.: 1 & 2

## GRANT EXPENDITURES SUMMARY SECTION

10/01/2012 - 09/30/2013

[Effective Date of Grant through End-of-Grant Period]

CATEGORY OF EXPENDITURE	AMOUNT OF THIS REQUEST	TOTAL CUMULATIVE PAYMENTS
Salaries	\$ 14,885.36	\$ 42,803.76
Fringe Benefits	\$N/A	\$N/A
Travel (if authorized)	\$N/A	\$N/A
Subcontracting:	\$	\$
Equipment Purchases	\$N/A	\$N/A
Supplies/Other Expenses	\$ 4,465.50	\$ 11,177.50
TOTAL AMOUNT	\$ 19,350.86	\$ 53,981.26
GRANT AWARD AMOUNT	\$ 70,588.00	
Less Total Cumulative Payments of:	\$ 53,981.26	
GRANT AWARD BALANCE	\$ 16,606.74	

## GRANTEE CERTIFICATION

The undersigned certifies that the amount being requested for reimbursement above was for items that were charged to and utilized only for the above cited grant activities.

Grantee's Grant Manager's Signature	Grantee's Fiscal Agent
Jack Brown	Tammy Taylor
Print Name	Print Name
850-838-3500 Ext. 107	850-838-3506 Ext.122
Telephone Number	Telephone Number

# ATTACHMENT D

## PROGRESS REPORT FORM

<b>DEP Agreement No.:</b>	330SC		
<b>Grantee Name:</b>	Taylor County		
<b>Grantee Address:</b>	201 E. Green St., Perry, FL 32347		
<b>Grantee's Grant Manager:</b>	Melody Cox	<b>Telephone No.:</b>	850-838-3553
<b>Reporting Period:</b>	04/01/2013 - 06/30/2013		
<p><b>Provide a description of what expenditures were used for and how such expenditures relate to one of the allowable items described in the Grant Agreement.</b></p> <p>The expenditures were for Task 1- Salaries and Task 2- Waste Tire Disposal.</p>			
<p><b>If expenditures were used for a specific project, include how the expenditures relate to the specific project, a description of any problems encountered and problem resolutions.</b></p> <p>Not Applicable</p>			

Identify below, and attach copies of, any relevant work products being submitted for the project for this reporting period (e.g., photographs of equipment purchased or work accomplished, etc.)

Not Applicable

Provide actual costs to date:

Expenditure Category	Amount of Expenditures Prior to this Reporting Period	Amount of Expenditures for this Reporting Period	Total of Amount of Expenditures to Date
Salaries	\$27,918.40	\$14,885.36	\$42,803.76
Fringe Benefits			
Travel			
Subcontracting			
Equipment			
Supplies/Other Expenses Waste	\$6,712.00	\$4,465.50	\$11,177.50

This report is submitted in accordance with the reporting requirements of DEP Agreement No. 330SC and accurately reflects the activities and costs associated with the subject project.

Melinda Cox  
Signature of Grantee's Grant Manager

7/30/2013  
Date

**TAYLOR COUNTY**  
**3rd QUARTER REIMBURSEMENT (FY 12/13)**  
**SMALL COUNTY SOLID WASTE GRANT**  
**#230SC**  
**04/01/13–06/30/13**

SALARIES

Employees

Ratliff	Recycling Technician	\$ 4,569.98
Pegg	Utilities mechanic	\$ 5,106.08
Husted	HEO I	\$ 5,209.30
<b>SUBTOTAL</b>		<b>\$ 14,885.36</b>

**SALARIES**                      **\$ 14,885.36**

**TAYLOR COUNTY**  
**3rd QUARTER REIMBURSEMENT (FY 12/13)**  
**SMALL COUNTY SOLID WASTE GRANT**  
**#230SC**  
**04/01/13–06/30/13**

SUPPLIES/OTHER EXPENSES Waste Tire Disposal

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>CHECK#</u>	<u>DATE PAID</u>
D. E. Barnes, Inc.	Tire Disposal	\$ 1,305.50	46475	04/01/13
D. E. Barnes, Inc.	Tire Disposal	\$ 1,320.00	46662	05/06/13
D. E. Barnes, Inc.	Tire Disposal	\$ 1,031.00	46773	05/21/13
Aucilla Area Solid Waste	Tire Disposal	\$ 29.00	46763	05/21/13
D.E. Barnes, Inc.	Tire Disposal	\$ 780.00	46958	06/18/13

**SUBTOTAL            \$ 4465.50**

**SUPPLIES/OTHER EXPENSES TOTAL            \$ 4465.50**

**GRAND TOTAL            \$ 19,350.86**

2-D

## TAYLOR COUNTY BOARD OF COMMISSIONERS

### County Commission Agenda Item

**SUBJECT/TITLE:**

Board to ratify the Chairman's signature on the amended Letter of Allocation and the Equal Opportunity Plan (EEOP) Certification Form for the 2013-2014 FDLE Edward Byrne Memorial Justice Assistance Grant (JAG) Program. There was an increase in the grant amount after the Board approved the letter at the July 16, 2013 BOCC meeting. THERE ARE NO OTHER CHANGES.

**MEETING DATE REQUESTED:**

August 5, 2013

**Statement of Issue:** Board to ratify the Chairman's signature on the amended Letter of Allocation and the EEOP Certification Form for the 2013-2014 funding cycle of the FDLE JAG grant program.

**Recommended Action:** Ratify the Chairman's signature on the amended Letter of Allocation and EEOP Certification Form

**Fiscal Impact:** The County is eligible to receive a total grant in the amount of \$46,220 through the FDLE JAG grant program. The Sheriff's Department will be submitting application and requesting \$23,110 and the City of Perry will be submitting application and requesting \$23,110. The County will oversee the submission and reporting of the grant being submitted on behalf of the Sheriff's department. The City will be submitting their own grant application and be responsible for their reporting. No cash match is required for the grant.

**Budgeted Expense:** Y/N Not applicable. No match required.

**Submitted By:** Melody Cox

**Contact:** Melody Cox

### SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

**History, Facts & Issues:** The Board approved the Letter of Allocation and the EEOP Certification Form at the July 16 meeting, we have since received a letter from FDLE indicating the grant amount was increased and a new allocation letter and certification form is required. All of the grant documents for FY 2013-2014 were due to FDLE by August 1.

**Attachments:** Amended Letter of Allocation and EEOP Certification Form



## TAYLOR COUNTY BOARD OF COUNTY COMMISSIONERS

ANNIE MAE MURPHY, Clerk  
Post Office Box 620  
Perry, Florida 32348  
(850) 838-3506 Phone  
(850) 838-3549 Fax

JACK R. BROWN, County Administrator  
201 East Green Street  
Perry, Florida 32347  
(850) 838-3500, extension 7 Phone  
(850) 838-3501 Fax

CONRAD C. BISHOP, JR., County Attorney  
Post Office Box 167  
Perry, Florida 32348  
(850) 584-6113 Phone  
(850) 584-2433 Fax

July 23, 2013

Mr. Clayton H. Wilder,  
Community Program Administrator  
Florida Department of Law Enforcement  
2331 Phillips Road  
Tallahassee, Florida 32308

Dear Mr. Wilder,

In compliance with State of Florida Rule 11 D -9 F.A.C. Taylor County Board of Commissioners approves the distribution for \$46,220.00 (total allocation available) of Federal Fiscal Year 2013 – 2014 for the Edward Bryne Memorial Grant / Justice Assistance Grant (JAG) program funds for the following projects within Taylor County.

<u>Sub grantee</u> <u>City or County</u>	<u>Title of Project</u> <u>Taylor County</u>	<u>Dollar Amount</u> <u>(Federal Funds)</u>
Taylor County	Taylor County Eradication Task Force	\$23,110.00
City of Perry	Perry United Task Force	\$23,110.00

Sincerely,

A handwritten signature of Pam Feagle in black ink, written over a horizontal line.  
Pam Feagle Chairperson  
Taylor County Board of Commissioners

# CERTIFICATION FORM

Recipient Name and Address: Taylor County Board of Commissioners

Grant Title: Taylor County Drug Eradication Grant Number: 2014-JAGC-2188 Award Amount: \$46,220

Contact Person Name and Title: Ron Rice, Captain Phone Number: (850) 838-3505

Federal regulations require recipients of financial assistance from the Office of Justice Programs (OJP), its component agencies, and the Office of Community Oriented Policing Services (COPS) to prepare, maintain on file, submit to OJP for review, and implement an Equal Employment Opportunity Plan (EEOP) in accordance with 28 C.F.R §§ 42.301-.308. The regulations exempt some recipients from all of the EEOP requirements. Other recipients, according to the regulations, must prepare, maintain on file and implement an EEOP, but they do not need to submit the EEOP to OJP for review. Recipients that claim a complete exemption from the EEOP requirement must complete **Section A** below. Recipients that claim the limited exemption from the submission requirement, must complete **Section B** below. **A recipient should complete either Section A or Section B, not both.** If a recipient receives multiple OJP or COPS grants, please complete a form for each grant, ensuring that any EEOP recipient certifies as completed and on file (if applicable) has been prepared within two years of the latest grant. Please send the completed form(s) to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice, 810 7<sup>th</sup> Street, N.W., Washington, D.C. 20531. For assistance in completing this form, please call (202)307-0690 or TTY (202) 307-2027.

**Section A- Declaration Claiming Complete Exemption from the EEOP Requirement.** Please check all the boxes that apply.

- |  |   |
|--|---|
| <input type="checkbox"/> Recipient has less than 50 employees.   | <input type="checkbox"/> Recipient is an Indian tribe.                      |
| <input type="checkbox"/> Recipient is a non-profit organization. | <input type="checkbox"/> Recipient is an educational institution, or        |
| <input type="checkbox"/> Recipient is a medical institution,     | <input type="checkbox"/> Recipient is receiving an award less than \$25,000 |

I, \_\_\_\_\_ [responsible official], certify that \_\_\_\_\_ [recipient] is not required to prepare an EEOP for the reason(s) checked above, pursuant to 28 C.F.R §42.302. I further certify that \_\_\_\_\_ [recipient] will comply with applicable Federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Print or type Name and Title

Signature

Date

**Section B- Declaration Claiming Exemption from the EEOP Submission Requirement and Certifying That an EEOP Is on File for Review.**

If a recipient agency has 50 or more employees and is receiving a single award or subaward for \$25,000 or more, but less than \$500,000, then the recipient agency does not have to submit an EEOP to OJP for review as long as it certifies the following (42 C.F.R. § 42.305):

I, Pam Feagle [responsible official], certify that the Taylor County Board of Commissioners [recipient], which has 50 or more employees and is receiving a single award or subaward for \$25,000 or more, but less than \$500,000, has formulated an EEOP in accordance with 28 CFR §42.301, *et seq.*, subpart E. I further certify that the EEOP has been formulated and signed into effect within the past two years by the proper authority and that it is available for review. The EEOP is on file in the office of: County Administrator [organization], at 201 E. Green Street, Perry, FL 32347 [address], for review by the public and employees or for review or audit by officials of the relevant state planning agency or the Office for Civil Rights, Office of Justice Programs, U. S. Department of Justice, as required by relevant laws and regulations.

Pam Feagle, Chairman  
Print or type Name and Title

Signature

07-26-2013  
Date

2-E

## **TAYLOR COUNTY BOARD OF COMMISSIONERS**

### ***County Commission Agenda Item***

**SUBJECT/TITLE:**

Board to approve Satisfaction of Second Mortgage for Christina Sheffield who received First Time Home Buyers Down Payment Assistance through the SHIP Program June 20, 2008.

**MEETING DATE REQUESTED:**

August 5, 2013

**Statement of Issue:** Board to approve Satisfaction of Second Mortgage for Christina Sheffield who received First Time Home Buyers Down Payment Assistance through the SHIP Program.

**Recommended Action:** Approve Satisfaction of Second Mortgage

**Fiscal Impact:** Not Applicable

**Submitted By:** Melody Cox

**Contact:** Melody Cox

### **SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS**

**History, Facts & Issues:** Christina Sheffield received First Time Home Buyers Down Payment Assistance through the SHIP program in the amount of \$7,000 June 20, 2008. All terms of the Second Mortgage have been satisfied.

**Attachments:** Satisfaction of Second Mortgage



**SATISFACTION OF SECOND MORTGAGE**

**KNOW ALL MEN BY THESE PRESENTS:** That We, **TAYLOR COUNTY, FLORIDA**, the owners and holders of a certain Second Mortgage Under Taylor County, Florida Local Housing Partnership Down Payment Assistance Program executed by **CHRISTINA SHEFFIELD** bearing date the 20th day of June, A. D. 2008, recorded in Official Records Book 630, pages 453-463, in the office of the Clerk of the Circuit Court of Taylor County, State of Florida, securing a sum of \$7,000.00, and certain promises and obligations set forth in said mortgage deed, upon the property situate in said State and County described as follows, to-wit:

**SEE ATTACHED SCHEDULE "A"**

hereby acknowledge full payment and satisfaction of said note and mortgage deed, and surrender the same as cancelled, and hereby direct the Clerk of the said Circuit Court to cancel the same of record.

**WITNESS** my hand and seal this \_\_\_\_ day of \_\_\_\_\_, 2013.

Signed, Sealed and Delivered  
in Presence of:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_(SEAL)  
PAM FEAGLE, Chairperson  
BOARD OF COUNTY COMMISSION  
TAYLOR COUNTY, FLORIDA

ATTEST:

\_\_\_\_\_  
ANNIE MAE MURPHY, Clerk

STATE OF FLORIDA  
COUNTY OF TAYLOR

I HEREBY CERTIFY that on this day, before me, an officer duly authorized in the State aforesaid and in the County aforesaid, to take acknowledgments, personally appeared PAM FEAGLE, to me known to be the person described in and who executed the foregoing instrument and they acknowledged before me that they executed the same.

WITNESS my hand and official seal in the County and State last aforesaid this \_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires:

PREPARED BY: Conrad C. Bishop, Jr.  
Attorney at Law  
Post Office Box 167  
Perry, Florida 32348

**SCHEDULE A**

**DECRPTION: OFFICIAL RECORD 594, PAGE 79**

**LOT 14 OF BLOCK "B" OF PACE-DOWLING SUBDIVISION, GREEN ACRES, A MAP OR PLAT OF SAID SUBDIVISION ON RECORD IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT OF TAYLOR COUNTY, FLORIDA, IN PLAT BOOK 1, PAGE 91.**

**ALSO:**

**COMMENCE AT THE SW CORNER OF LOT 14, BLOCK "B" OF RE-RECORDING OF PACE-DOWLING SUBDIVISION "GREEN ACRES" UNIT #1 AS PER MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 1, AT PAGE 117 OF PUBLIC RECORDS OF TAYLOR COUNTY, FL. FOR A POB THENCE FROM SAID POB RUN S 89° 08' 32" W. 80 FEET TO A POINT, THENCE N 0° 49' 32" E, 115.0 FEET, THENCE N 89° 08' 32" E, 80.0 FEET TO THE NW CORNER OF SAID LOT 14, BLOCK "B", THENCE S 0° 49' 32" W 115 FEET TO THE POB. THE LOT HEREIN DESCRIBED ADJOINS SAID LOT 14, BLOCK 'B', OF AFOREMENTION SUBDIVISION, AND SAME MEASURES 80 FEET EAST AND WEST AND 115 FEET NORTH AND SOUTH.**

**SUBJECT PROPERTY IS LOCATED IN FLOOD ZONE 'C' ACCORDING TO THE PERRY FLORIDA FLOOD INSURANCE RATE MAP.**

2-F

## **TAYLOR COUNTY BOARD OF COMMISSIONERS**

### ***County Commission Agenda Item***

**SUBJECT/TITLE:**



Board to approve Satisfaction of Second Mortgage for Helen McMullen who received First Time Home Buyers Down Payment Assistance through the SHIP Program September 26, 1996.

**MEETING DATE REQUESTED:**

August 5, 2013

**Statement of Issue:** Board to approve Satisfaction of Second Mortgage for Helen McMullen who received First Time Home Buyers Down Payment Assistance through the SHIP Program.

**Recommended Action:** Approve Satisfaction of Second Mortgage

**Fiscal Impact:** Not Applicable

**Submitted By:** Melody Cox

**Contact:** Melody Cox

### **SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS**

**History, Facts & Issues:** Helen McMullen received First Time Home Buyers Down Payment Assistance through the SHIP program in the amount of \$5,757.81 September 26, 1996. All terms of the Second Mortgage have been satisfied. This mortgage was satisfied several years ago but the County had previously not prepared the Satisfaction documents.

**Attachments:** Satisfaction of Second Mortgage

**SATISFACTION OF SECOND MORTGAGE**

**KNOW ALL MEN BY THESE PRESENTS:** That We, **TAYLOR COUNTY, FLORIDA**, the owners and holders of a certain Second Mortgage Under Taylor County, Florida Local Housing Partnership Down Payment Assistance Program executed by **HELEN McMULLEN** bearing date the 26th day of September, A. D. 1996, recorded in Official Records Book 377, pages 20-25, in the office of the Clerk of the Circuit Court of Taylor County, State of Florida, securing a sum of \$5,757.81, and certain promises and obligations set forth in said mortgage deed, upon the property situate in said State and County described as follows, to-wit:

COMMENCE AT THE NE CORNER OF THE SE ¼ OF SE ¼ OF SECTION 32, T4S, R8E;  
THENCE RUN WEST 30 FEET OR TO THE WEST BOUNDARY LINE OF STATE ROAD  
NO. S-356; THENCE RUN SOUTH ON WEST BOUNDARY LINE OF SAID ROAD A  
DISTANCE OF 696.6 FEET FOR A POINT OF BEGINNING. THENCE FROM SAID POB  
RUN WEST 210 FEET THENCE RUN SOUTH 210 FEET THENCE RUN EAST 210 FEET  
THENCE RUN NORTH 210 FEET TO THE POINT OF BEGINNING. CONTAINING 1.0  
ACRE.

hereby acknowledge full payment and satisfaction of said note and mortgage deed, and surrender the same as cancelled, and hereby direct the Clerk of the said Circuit Court to cancel the same of record.

**WITNESS** my hand and seal this \_\_\_\_ day of \_\_\_\_\_, 2013.

Signed, Sealed and Delivered  
in Presence of:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_(SEAL)  
PAM FEAGLE, Chairperson  
BOARD OF COUNTY COMMISSION  
TAYLOR COUNTY, FLORIDA

ATTEST:

\_\_\_\_\_  
ANNIE MAE MURPHY, Clerk

STATE OF FLORIDA  
COUNTY OF TAYLOR

I HEREBY CERTIFY that on this day, before me, an officer duly authorized in the State aforesaid and in the County aforesaid, to take acknowledgments, personally appeared PAM FEAGLE, to me known to be the person described in and who executed the foregoing instrument and they acknowledged before me that they executed the same.

WITNESS my hand and official seal in the County and State last aforesaid this \_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
NOTARY PUBLIC  
My Commission Expires:

PREPARED BY: Conrad C. Bishop, Jr.  
Attorney at Law  
Post Office Box 167  
Perry, Florida 32348

2-G

## **TAYLOR COUNTY BOARD OF COMMISSIONERS**

### ***County Commission Agenda Item***

**SUBJECT/TITLE:**

Board to review and approve Technical Amendment to the Local Housing Assistance Plan (LHAP) for Project Delivery Costs for the State Housing Initiative Partnership (SHIP) Program.

**MEETING DATE REQUESTED:**

August 5, 2013

**Statement of Issue:** The Board to review and approve Technical Amendment to the LHAP for the Project Delivery Costs which includes the administrative costs. The Technical Amendment will be sent to Florida Housing Finance Corporation (FHFC) to be approved after approval of the Board.

**Recommended Action:** Approve the Technical Amendment –Project Delivery Costs to the LHAP.

**Fiscal Impact:** The Project Delivery Costs are 100% funded through the SHIP grant. This amendment does NOT increase the current project delivery and administration costs. The amendment only provides for a breakdown in the costs.

**Submitted By:** Melody Cox

**Contact:** Melody Cox

### **SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS**

**History, Facts & Issues:** The County has been awarded \$350,000 through the SHIP Program. In past years the County has been able to use up to 10% of the grant funds for project administration and delivery costs. The 2013-2014 grant requires that the County specify a break down of costs. The Technical Amendment reflects a project delivery cost of 7% and administrative costs of 3%.

**Attachments:** Technical Amendment to the LHAP.

**TAYLOR COUNTY  
STATE HOUSING INITIATIVES PARTNERSHIP (SHIP)  
PROGRAM  
LOCAL HOUSING ASSISTANCE PLAN (LHAP)**

**TECHNICAL AMENDMENT – PROJECT DELIVERY COSTS  
TAYLOR COUNTY SHIP PROGRAM**

Due to the level of resources and services that must be provided to implement the SHIP program, the County must charge the direct costs to the program hereinafter referred to as “project delivery in order to meet the State and FHFC requirements. Due to the County having limited staff resources, the County will contract with an outside firm to provide both project delivery and project administration services.

The following items are necessary and required in order to fulfill the requirements and at present we do not have this capability in house and must hire a professional firm that has this ability:

Homeowner Intake and Qualification – Verification of Ownership and Income Documentation  
Qualified Inspection and Preparation of Bid Documents  
Preparation of Project Bid Specifications  
Project Management – Bidding, Contracting, Inspection, Verification of Work, and Contractor payment documentation.

The County will allocate 7% of SHIP funds to pay for delivery services. This project delivery fee will be added to each recipients recapture agreement, but will not count toward the existing cap for each specific strategy.

SHIP administration costs will be capped at 3%. We hereby submit this amendment for your approval.

**Authorizing Signature:**

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Pam Feagle, Chairperson

---

Date

2-H

## TAYLOR COUNTY BOARD OF COMMISSIONERS

### County Commission Agenda Item

**SUBJECT/TITLE:**

Board to approve the Application for Funding Assistance for the 2013-2014 Florida Department of Law Enforcement (FDLE) Edward Byrne Memorial Justice Assistance Grant (JAG) Program.

**MEETING DATE REQUESTED:**

August 5, 2013

**Statement of Issue:** Board to approve the Application for Funding Assistance for the 2013-2014 funding cycle of the FDLE JAG grant program. The County has been the lead administrator of this grant for several years on behalf of the Sheriff's Department. The funds must be used to prevent and control crime.

**Recommended Action:** Approve Application for Funding Assistance.

**Fiscal Impact:** The County is eligible to receive up to \$46,220. No cash match is required.

**Budgeted Expense:** Y/N Not applicable.

**Submitted By:** Melody Cox

**Contact:** Melody Cox

### SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

**History, Facts & Issues:** The Board approved the Certification of Participation for this grant program at the June 18, 2013 meeting. The Board has been the lead agent for this grant for several years working closely with the Sheriff's Department. The County is eligible to receive up to \$46,220 in grant funds with no match required. The grant funds will be used by the Sheriff's Department for activities that prevent and control crime and the drug eradication programs. The Sheriff's Department will be splitting the funds (50/50) with the City of Perry Police Department with each receiving \$23,110. FY 2012-2013 the funds were also split 50/50. In prior years the Sheriff's Department received 70% of the grant funds and the City received 30% of the funds. The County only administers the Sheriff's portion of the funds. The City submits their own application and is responsible for their reporting.

**Attachments: Application for Funding Assistance – Justice Assistance Grant**



# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

## Section 1: Administration

### Subgrant Recipient

**Organization Name:** Taylor County Board of Commissioners

**County:** Taylor

### Chief Official

**Name:** Pam Feagle  
**Title:** Chairman  
**Address:** 108 North Jefferson Street  
S-102  
**City:** Perry  
**State:** FL **Zip:** 32347-3252  
**Phone:** 850-838-3500 **Ext:**  
**Fax:**  
**Email:** pfeagle@taylorcountygov.com

### Chief Financial Officer

**Name:** Annie Murphy  
**Title:** Clerk of the Court  
**Address:** Post Office Box 620  
**City:** Perry  
**State:** FL **Zip:** 32348  
**Phone:** 850-838-3506 **Ext:**  
**Fax:** 850-838-3549  
**Email:** cmock@taylorclerk.com

**ORIGINAL**

# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

## Section 1: Administration

### Implementing Agency

**Organization Name:** Taylor County Sheriff's Office

**County:** Taylor

### Chief Official

**Name:** L.E. Williams

**Title:** Sheriff

**Address:** 108 North Jefferson Street  
Suite 103

**City:** Perry

**State:** FL **Zip:** 32347-3252

**Phone:** 850-584-4225 **Ext:**

**Fax:** 850-584-7016

**Email:** ellisondm@flcjn.net

### Project Director

**Name:** Ron Rice

**Title:** Chief Investigator

**Address:** 108 North Jefferson Street  
Suite103

**City:** Perry

**State:** FL **Zip:** 32347

**Phone:** 850-838-3505 **Ext:**

**Fax:** 850-838-3527

**Email:** ricer@flcjn.net

# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

## Section 2: Project Overview

### General Project Information

**Project Title:** TAYLOR COUNTY DRUG ERADICATION TASK FORCE  
**Subgrant Recipient:** Taylor County Board of Commissioners  
**Implementing Agency:** Taylor County Sheriff's Office  
**Project Start Date:** 10/1/2013 **End Date:** 9/30/2014

### Problem Identification

In 1992, The Taylor County Sheriff's Office initiated the Taylor County Drug Eradication Task Force to combat the continual drug problems in Taylor County. This was made possible by federal funding.

The Drug Task Force operates within the 1,052 square mile area-encompassing Taylor County. Taylor County's large area of woodlands makes it a prime area to manufacture cannabis. The County also has many traversable waterways including the Fenholloway River, Econfinia River, Spring Warrior, Aucilla River and the Gulf of Mexico coastline. Additionally, it is believed that waterways are being used to transport marijuana and other controlled substances in Taylor County.

Past investigations have netted crops ranging from 100 to 2,500 marijuana plants per site. Many man-hours were spent on surveillance and organizations of eradication teams on these crops with a limited number of arrests occurring due to the lack of needed personnel. Aerial cannabis eradication operations are limited due to the unavailability of aircraft and funding. Additional resources are being sought to assist in these areas.

Inclement weather, wildfires, and successful eradication efforts in 1996-1997 significantly decreased crop numbers. Although outdoor grow activity declined in Taylor County after 1997, intelligence information indicates an increase not only in the number of indoor grow operations but also in outdoor cannabis crops, especially in heavily wooded areas as well as leased hunting lands. Investigations will be initiated to target and curtail both indoor and outdoor grow activities.

Taylor County continues to have problems with habitual offenders who are in the market of selling crack cocaine. Significant increases in the number of burglaries, thefts, and other drug related crimes can be directly related to the crack epidemic. The drug task force has, in the past couple of years, received numerous complaints from residents in and around small churches concerning crack cocaine sales in these neighborhoods and took immediate action to correct and curtail this activity.

Many man-hours of surveillance and buy operations are conducted to minimize the amount of cocaine being transported in and out of the city and many mid-to-upper level dealers have been incarcerated due to these efforts. However, due to the multi-tier levels of these drug operatives, what were once low-to mid-level dealers, primarily juveniles, have stepped up operations and are now taking the place of those dealers who have been incarcerated.

Although crack cocaine, cannabis and pharmaceutical are the primary drugs of choice for users in Taylor County, investigations have netted drug dealers responsible for introducing Extasy and Crystal Methamphetamine to the area. Confidential informants

# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

## Section 2: Project Overview

have been instrumental in locating clandestine labs used to manufacture crystal methamphetamines and drug investigators are seeing a significant increases in sales and distribution of this drug.

Investigative techniques continually change because local dealers are becoming more educated in law enforcement investigation techniques. Through many drug investigations and arrests, a large number of street dealers have been identified as being able to monitor the movement of law enforcement units through the County, hindering the crackdown of both street and homegrown operations.

### Project Summary (Scope of Work)

The Taylor County Sheriff's Office has staff and resources to form the Taylor County Drug Eradication Task Force. The County Drug Investigators are responsible for overseeing all drug related operations involving the Task Force, to include but not limited to, organizing surveillance, gathering confidential information, requesting search warrants, and compiling data to determine drug operations and techniques. Together they work directly with undercover agents and other agency personnel to accomplish their mission.

The Task Force organizes and maintains confidential source files which include paying for information and working with confidential informants. The Task Force concentrates on the eradication of crack and powder cocaine, cannabis, and pharmaceutical drugs any other controlled substance covered under Florida Statue 893. The investigators conduct eradication investigations, which include undercover surveillance, aerial surveillance of cannabis plots, and coastal interdiction. Assistance is provided by the Florida Department of Law Enforcement, The Bureau of Alcohol, Tobacco and Firearms, and the Florida Fish and Wildlife Conservation Commission. The Task Force also conducts investigations targeting street-level, mid-level and high-level drug dealing.

Information gathered by both agencies is compiled, entered onto the computer, and investigations initiated on how informants, dealers, and other acquaintances tie in together to determine if there is any organizational structure to the operations in the area.

This grant will be paying for expenses only, which included Training, Equipment Maintenance, Repairs, Programs Operations, Annual Maintenance Fees, etc.

# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

## Section 2: Project Overview

### Section Questions:

Question: Does the Subgrantee receive a single grant in the amount of \$500,000 or more from the U.S. Department of Justice?

Answer: No

Question: Does the Implementing Agency receive a single grant in the amount of \$500,000 or more from the U.S. Department of Justice?

Answer: No

Question: Part 1: In your business or organization's preceding completed fiscal year, did your business or organization (the subgrantee) receive (1) 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; and (2) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements? If yes, answer "yes" or "no" to Part 2, below.

Answer: No

Question: Part 2: Does the public have access to information about the compensation of the executives in your business or organization (the subgrantee) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986? If answer to Part 1, above, was "no," answer N/A.

Answer: N/A

# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

## Section 3: Performance

### General Performance Info:

Performance Reporting Frequency: Quarterly

Federal Purpose Area: 001 - Law Enforcement Programs

State Purpose Area: A - Accomplishments: Includes any accomplishments during the reporting period.

### Activity Description

Activity: Marijuana Eradication

Target Group: Drug Offenders

Geographic Area: Rural

Location Type: County-Wide

Address(es) :

Taylor County Board of County Commissioners  
108 N. Jefferson St., S-103  
Perry, FL 32347

### Objectives and Measures

Objective: A1 - Report on program accomplishments

Measure: Part 1

Please briefly describe what your program's accomplishments will be. Please include any benefits or changes to be observed as a result of JAG-funded activities, such as program completion, or changes in attitudes, skills, knowledge, or conditions. [500-character limit]

Goal: To overseeing all drug related operations involving the surveillance, gathering confidential information and compiling data to determine drug operations, which include eradication investigations, undercover surveillance.

Objective: A2 - Report on usage of crimesolutions.gov Website

Measure: Part 1

Will you be using the crimesolutions.gov website?

Goal: No

Objective: A3 - Report on subgrants from grantees other than FDLE

Measure: Part 2

If yes, enter grantee organization or agency name.

Goal: N/A

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# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

## Section 3: Performance

Measure: Part 1

Are you a subrecipient of a JAG award from another JAG grantee (other than FDLE)? An agency can be a primary recipient of a JAG award from BJA and a subrecipient of a JAG award from another JAG award primary recipient. Do not consider awards that you receive directly from USDOJ.

Goal: No

**State Purpose Area:** B - Training: Activities where transferring of skills and knowledge occurs, including training by the organization of its own staff, training by the organization of individuals from other organizations, or training of the organization's staff by others.

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### Activity Description

**Activity:** Training  
**Target Group:** Training  
**Geographic Area:** Rural  
**Location Type:** County-Wide

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### Objectives and Measures

**Objective:** B1 - Report on JAG funding allocated for training

Measure: Part 1

How much JAG funding has been allocated for training? This includes sending staff to training and training sponsored by the JAG-funded agency. Please report in dollars (\$).

Goal: \$1,500.00

**Objective:** B2 - Provide Training

Measure: Part 1

How many individuals will you train? This includes training to be received by individuals within your organization and to be provided by your organization. Trainings may be held within or outside of your organization. Report the total number of individuals to be trained, not the number of trainings he or she will attend. Only report each individual once.

Goal: 2

Measure: Part 2

Of those trained how many individuals will be from within your organization?

Goal: 2

Measure: Part 3

Of those trained how many individuals will be from outside of your organization?

# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

## Section 3: Performance

Goal: 0

**Objective:** B5 - Complete Training Hours

**Measure:** Part 1

How many training hours will be completed? This includes training completed by individuals within your organization and provided to individuals outside the organization.

Goal: 40

**Measure:** Part 2

Of the training hours, how many hours will be completed by individuals within your organization?

Goal: 2

**Measure:** Part 3

Of the training hours, how many training hours will be provided to individuals outside of the organization?

Goal: 0

**State Purpose Area:** E - Equipment Purchases and/or Technology Investments: Includes activities where equipment purchases or technology investments were made that improve efficiency and/or cost savings.

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### Activity Description

**Activity:** Equipment Purchases and/or Technology Investments  
**Target Group:** Equipment Purchases and/or Technology Investments  
**Geographic Area:** Rural  
**Location Type:** County-Wide

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### Objectives and Measures

**Objective:** E1 - Report on JAG funding allocated for equipment and/or technology investments

**Measure:** Part 1

How much JAG funding has been allocated for equipment and/or technology investments? Please report in dollars (\$)

Goal: \$10,000.00

**Objective:** E2 - Make equipment purchases and/or technology investments

**Measure:** Part 1

What types of equipment purchases and/or technology investments will be

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# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

## Section 3: Performance

made with JAG funds? In your response, please list all that apply from the following choices: Computer-aided Dispatch (CAD), Computers/Mobile Data Terminals, Computer Software, Emergency Medical Services (EMS), Equipment for Police Cruisers (including in-car radios and laptops), In-car/On-person Camera Systems, Less-lethal Weapons, Impact Weapons (batons, bean bag shotgun rounds, etc.), Chemical Weapons (CS gas, pepper spray), Energy Devices (tasers) Lethal Weapons (firearms); License Plate Readers; Mobile Access Equipment (for example, aircards for Verizon, Sprint, AT&T, etc.); Radios, Security Systems (station or evidence room), Tactical Vests/Body Armor, Undercover Surveillance Equipment (microphones, video), Vehicles, Video Observation (station, community, pole cams), Other. Do not select other if your item fits into any of the categories above. If other, state "other" and specify.

Goal: Computers Terminals, Software, Security systems

**State Purpose Area:** SZ - Seizures: Includes activities conducted by law enforcement such as confiscation of items related to task force activity. Seizures can include cash, guns, vehicles, gangs and drugs.

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### Activity Description

**Activity:** Seizures  
**Target Group:** Seizures  
**Geographic Area:** Rural  
**Location Type:** County-Wide

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### Objectives and Measures

**Objective:** SZ1 - Seize firearms

**Measure:** Part 1  
How many firearms will be seized?

**Goal:** 12

**Measure:** Part 2  
Of the firearms to be seized, how many of their serial numbers will be put into the National Integrated Ballistic Information Network (NIBIN)?

**Goal:** 12

# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

## Section 3: Performance

Measure: Part 3  
Of the firearms to be seized, how many will be traced through the Bureau of Alcohol, Tobacco, Firearms and Explosives?

Goal: 12

**Objective:** SZ2 - Charge individuals with firearms crimes

Measure: Part 1  
How many individuals will be charged with firearm crimes?

Goal: 10

**Objective:** SZ3 - Asset forfeitures and seizures (Federal cases)

Measure: Part 1  
How many Federal forfeiture cases will be filed?

Goal: 4

Measure: Part 2  
What will be the value of assets seized under Federal cases? Assets include property, cash, vehicles, weapons, jewelry, drugs, etc. Please report in dollars (\$).

Goal: \$80,000.00

Measure: Part 3  
Of the assets to be seized, what was the value that will be drug related? Enter a dollar amount.

Goal: 45,000.00

**Objective:** SZ4 - Asset forfeitures and seizures (State cases)

Measure: Part 1  
How many State forfeiture cases will be filed?

Goal: 3

Measure: Part 2  
What will be the value of assets seized under State cases? Assets include property, cash, vehicles, weapons, jewelry, drugs, etc. Please report in dollars (\$).

Goal: 40,000.00

Measure: Part 3  
Of the assets to be seized, what was the value that will be drug related? Enter a dollar amount.

Goal: 25,000.00

# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

## Section 3: Performance

**Objective:** SZ5 - Disrupt or dismantle illegal organizations

**Measure:** Part 1

How many gangs will be disrupted? Disrupted means impeding the normal and effective operation of the targeted organization, as indicated by changes in organizational leadership and/or changes in methods of operation, such as trafficking patterns, communications, etc.

**Goal:** 2

**Measure:** Part 2

How many gangs will be dismantled? Dismantled means destroying the organization's leadership, financial base, and supply network so that the organization is incapable of operating and/or reconstituting itself.

**Goal:** 2

**Measure:** Part 3

How many drug-trafficking organizations and money-laundering organizations will be disrupted? A drug-trafficking organization is an organization that conducts an illicit trade in an area involving illegal drug production, manufacturing, importation, or distribution. The drug activities conducted by the drug trafficking organization in the area are known to have a harmful impact on other areas of the country.  
(<https://www.ncjrs.gov/ondcppubs/publications/enforce/hidta2001/overview.html>)

**Goal:** 1

**Measure:** Part 4

How many drug-trafficking organizations and money-laundering organizations will be dismantled? Dismantled means destroying the organization's leadership, financial base, and supply network so that the organization is incapable of operating and/or reconstituting itself.

**Goal:** 1

**State Purpose Area:** TF - Task Forces: Activities of a specially trained unit or group for a specific purpose, conducted by any type of task force, or targeted or organized law enforcement initiatives such as anti-gang, drug, AMBER alert, or anti-human trafficking.

---

### Activity Description

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**Activity:** Task Forces  
**Target Group:** Task Forces  
**Geographic Area:** Rural  
**Location Type:** County-Wide

# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

## Section 3: Performance

### Objectives and Measures

**Objective:** TF1 - Report on JAG funding allocated for task forces

**Measure:** Part 1

How much JAG funding has been allocated for task forces? Please report in dollars (\$).

**Goal:** \$1,200.00

**Objective:** TF2 - Report on the types of task forces funded with JAG funds

**Measure:** Part 1

What types of task forces will the program provide with JAG funds? In your response, please list all that apply from the following choices: AMBER Alert Task Force, Anti-Gang Task force, Anti-Gun Task Force, Anti-Human Trafficking Task Force, Drug Task Force, Fugitive Task Force, Violent Crime Task Force, Other. Do not select other if your item fits into any of the categories above. If other, state "other" and specify.

**Goal:** Drug Task Force

**Measure:** Part 2

Is the task force multijurisdictional?

**Goal:** Yes

**Objective:** TF4 - Work investigations/cases

**Measure:** Part 1

How many NEW investigations/cases will be initiated?

**Goal:** 20

**Measure:** Part 2

Of the NEW investigations/cases to be initiated, how many will be drug-related?

**Goal:** 15

**Measure:** Part 3

How many investigations/cases will be closed?

**Goal:** 15

**Measure:** Part 4

Of the investigations/cases to be closed, how many will be drug-related?

# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

## Section 3: Performance

Goal: 15

**Objective:** TF6 - Arrest individuals (including gang members)

Measure: Part 1

What is the total number of individuals (including gang members) to be arrested based on task force activity? Criminal history information should be based on official arrest information from a local, state, and national law enforcement reporting system or official court records. In the case of multiple offenses this should be determined by the top charge (or highest offense).

Goal: 20

Measure: Part 2

Of the individuals to be arrested, how many will be charged with a misdemeanor?

Goal: 6

Measure: Part 3

Of those to be arrested and charged with a misdemeanor, how many will be drug-related?

Goal: 6

Measure: Part 4

How many individuals to be arrested will be charged with a felony?

Goal: 8

Measure: Part 5

Of those to be arrested and charged with a felony, how many will be drug-related?

Goal: 8

**Objective:** TF7 - Arrest Gang Members. Report on this only if you have a gang task force.

Measure: Part 1

What will be the total number of GANG MEMBERS ONLY to be arrested based on task force activity?

Report on this only if you have a gang task force. As defined by DOJ, a gang is an association of three or more people who adopt a group identity represented by a common name, sign, or symbol. The gang engages in criminal activity, using violence or intimidation to enhance their power and access to resources. As organizations, gangs may have identifiable structures, rules for joining and behavior, and regular meetings. Gangs may also provide protection for their members and exert control over a particular geographic location or region. For the expanded definition go to: <http://www.nij.gov/topics/crime/gangs-organized/gangs/definitions.htm>.

# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

## Section 3: Performance

Goal: 0

**Objective:** TF8 - Seize drugs. Report on this only if you have a drug task force.

Measure: Part 1

What will be the total amount of cocaine (crack) seized? Please indicate dosage unit, pills, grams, kilograms, or pounds. Report on this only if you have a drug task force.

Goal: 0

Measure: Part 2

What will be the total amount of cocaine (powder) seized? Please indicate dosage unit, pills, grams, kilograms, or pounds. Report on this only if you have a drug task force.

Goal: 1

Measure: Part 3

What will be the total amount of Ecstasy (MDMA) seized? Please indicate dosage unit, pills, grams, kilograms, or pounds. Report on this only if you have a drug task force.

Goal: 1

Measure: Part 4

What will be the total amount of heroin seized? Please indicate dosage unit, pills, grams, kilograms, or pounds. Report on this only if you have a drug task force.

Goal: 6

Measure: Part 5

What will be the total amount of Marijuana (commercial grade, hydroponic, or synthetic/spice) seized? Please indicate dosage unit, pills, grams, kilograms, or pounds. Report on this only if you have a drug task force.

Goal: .5

Measure: Part 6

What will be the total amount of Methamphetamine seized? Please indicate dosage unit, pills, grams, kilograms, or pounds. Report on this only if you have a drug task force.

Goal: .5

Measure: Part 7

What will be the total amount of Methamphetamine (ice) seized? Please indicate dosage unit, pills, grams, kilograms, or pounds. Report on this only if you have a drug task force.

Goal: .25

# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

## Section 3: Performance

Measure: Part 9

What will be the total amount of Psilocybin seized? Please indicate dosage unit, pills, grams, kilograms, or pounds. Report on this only if you have a drug task force.

Goal: .5

Measure: Part 10

What will be the total amount of Prescription pills (examples: Xanax, OxyContin [oxycodone], Vicodin or Lortab [acetaminophen and hydrocodone], etc.) seized? Please indicate dosage unit, pills, grams, kilograms, or pounds. Report on this only if you have a drug task force.

Goal: 250

Measure: Part 11

What will be the total amount of Salvia seized? Please indicate dosage unit, pills, grams, kilograms, or pounds. Report on this only if you have a drug task force.

Goal: 0

Measure: Part 12

What will be the total amount of Steroids seized? Please indicate dosage unit, pills, grams, kilograms, or pounds. Report on this only if you have a drug task force.

Goal: 0

Measure: Part 13

What will be the total amount of other drugs seized? Please indicate dosage unit, pills, grams, kilograms, or pounds. Report on this only if you have a drug task force. Please indicate the type of other drugs to be seized.

Goal: 0

**Objective:** TF9 - Seize drugs from clandestine drug labs. Report on this only if you have a drug task force.

Measure: Part 1

What will be the total amount of cocaine (crack) seized from clandestine drug labs? Please indicate dosage unit, pills, grams, kilograms, or pounds. Report on this only if you have a drug task force.

Goal: 1

Measure: Part 2

What will be the total amount of cocaine (powder) seized from clandestine drug labs? Please indicate dosage unit, pills, grams, kilograms, or pounds. Report on this only if you have a drug task force.

Goal: 1

# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

## Section 3: Performance

Measure: Part 3

What will be the total amount of Ecstasy (MDMA) seized from clandestine drug labs? Please indicate dosage unit, pills, grams, kilograms, or pounds. Report on this only if you have a drug task force.

Goal: .25

Measure: Part 4

What will be the total amount of heroin seized from clandestine drug labs? Please indicate dosage unit, pills, grams, kilograms, or pounds. Report on this only if you have a drug task force.

Goal: 0

Measure: Part 5

What will be the total amount of Marijuana (commercial grade, hydroponic, or synthetic/spice) seized from clandestine drug labs? Please indicate dosage unit, pills, grams, kilograms, or pounds. Report on this only if you have a drug task force.

Goal: 6

Measure: Part 6

What will be the total amount of Methamphetamine seized from clandestine drug labs? Please indicate dosage unit, pills, grams, kilograms, or pounds. Report on this only if you have a drug task force.

Goal: .5

Measure: Part 7

What will be the total amount of Methamphetamine (ice) seized from clandestine drug labs? Please indicate dosage unit, pills, grams, kilograms, or pounds. Report on this only if you have a drug task force.

Goal: .5

Measure: Part 8

What will be the total amount of Pseudoephedrine seized from clandestine drug labs? Please indicate dosage unit, pills, grams, kilograms, or pounds. Report on this only if you have a drug task force.

Goal: 100

Measure: Part 9

What will be the total amount of Psilocybin seized from clandestine drug labs? Please indicate dosage unit, pills, grams, kilograms, or pounds. Report on this only if you have a drug task force.

Goal: .5

Measure: Part 10



# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

## Section 3: Performance

What will be the total amount of Prescription pills (examples: Xanax, OxyContin [oxycodone], Vicodin or Lortab [acetaminophen and hydrocodone], etc.) seized from clandestine drug labs? Please indicate dosage unit, pills, grams, kilograms, or pounds. Report on this only if you have a drug task force.

Goal: 250

Measure: Part 11

What will be the total amount of Salvia seized from clandestine drug labs? Please indicate dosage unit, pills, grams, kilograms, or pounds. Report on this only if you have a drug task force.

Goal: 0

Measure: Part 12

What will be the total amount of Steroids seized from clandestine drug labs? Please indicate dosage unit, pills, grams, kilograms, or pounds. Report on this only if you have a drug task force.

Goal: 0

Measure: Part 13

What will be the total amount of other drugs seized from clandestine drug labs? Please indicate dosage unit, pills, grams, kilograms, or pounds. Report on this only if you have a drug task force. Please indicate the type of other drugs to be seized from clandestine drug labs.

Goal: 0

# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

## Section 3: Performance

### Section Questions:

Question: If "other" was selected for the geographic area, please describe.

Answer: N/A

Question: If "other" was selected for location type, please describe.

Answer: N/A

# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

## Section 4: Financial

### General Financial Info:

**Note:** All financial remittances will be sent to the Chief Financial Officer of the Subgrantee Organization.

**Financial Reporting Frequency for this Subgrant:** Monthly

**Is the subgrantee a state agency?:** No

**FLAIR / Vendor Number:** 596000879

### Budget:

Budget Category	Federal	Match	Total
Salaries and Benefits	\$0.00	\$0.00	\$0.00
Contractual Services	\$0.00	\$0.00	\$0.00
Expenses	\$23,110.00	\$0.00	\$23,110.00
Operating Capital Outlay	\$0.00	\$0.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00
<b>-- Totals --</b>	<b>\$23,110.00</b>	<b>\$0.00</b>	<b>\$23,110.00</b>
<b>Percentage</b>	<b>100.0</b>	<b>0.0</b>	<b>100.0</b>

### Project Generated Income:

**Will the project earn project generated income (PGI) ?** Yes

**PGI Reporting Frequency :** Quarterly

# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

## Section 4: Financial (cont.)

### Budget Narrative:

#### Budget Narrative

##### Expenses:

CI/Buy Money

Training

Travel/Per Diem

Hotel Rooms Rentals for Drug Operations

Vehicle Maintenance - Such as tires, Batteries, Oil Changes, Body Repair, etc.

All-Terrain Vehicle (ATV) Maintenance - Repairs and Upkeep Such As Batteries, Oil Changes.

Vehicle Repair - Such as Brakes, Starter, Alternator, Engine, Transmission, Rear End.

Fuel Expense

Vehicle Equipment - Such as Tool Box/Safe Box, Window Tinting, Blue Light, Siren, etc.

Vehicle Rental - Used for Undercover Operations

Program Operations - Cover Cost Related To The Drug Task Force Operations - Offsite Location

Utilities, Maintenance, Property Insurance On Offsite Building, Equipment, Supplies To Include,

But Not Limited To Building Supplies, A/C Repair/New, Alarm System, Security Cameras, Well Pump, etc.

Communications Equipment and Operations - Phones, Cell Phones, Phone Cards & Computers (Portable Lap Tops, Desk Tops, Monitors, Printers, Mouse, External Hard Drives, Disc/Hard Drive, Or Electronic Tablets, Computer Connectivity and Air-Cards).

Office Equipment and Repairs of Equipment - Copier, Fax, Printer, etc.

Drug Task Force Operation Needs - (e.g. Drug Kits and Supplies, Undercover Disguise Items For Person Or Vehicle), Ultra Low Light Camera, Dual Lenses Camera, DVR Kits, Infrared Illuminators.

Training Equipment - (Video Screen, PowerPoint Projector, Audio Visual Training Aids) and Fees For Members Of The Drug Task Force Unit For Related Drug Enforcement Courses and Information.

Annual Maintenance Fees For Surveillance Equipment

Tactical Clothing - Such as Snake Boots, Web Gear, Camouflage Pants, Jackets, Hats, Gun Belts, etc.

Equipment Maintenance - Such as Repairs and Upkeep For Electronic and Other Equipment Related To Drug Task Force Activities To Function Properly.

Digital Video Camera Kits

Under Cover Supplies - Such as CI Clothing, Cameras, Radios, Antennas, Microphones and Other Items used In Conjunction With Audio/Video Surveillance Equipment.

Raid/Bullet Proof Vest Carriers

Tool and Tool Kits

Post Office Box

Audio Visual Equipment - Such as TV, DVD Player/Recorder, DVD/CD Duplicator, Video

Cameras, Micro Records.

Computer Software and Hardware

Remote Cameras

Cell Phone Data Retriever

Total Expense = \$23,110.00

# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

## Section 4: Financial

### Section Questions:

Question: If salaries and benefits are included in the budget as actual costs for staff in the implementing agency, is there a net personnel increase, or a continued net personnel increase from the previous Byrne program?

Answer: N/A

Question: If benefits are to be included, are they reflected in the budget narrative?

Answer: N/A

Question: Indicate the Operating Capital Outlay threshold established by the subgrantee or implementing agency, if it is the sheriff's office.

Answer: \$1,000.00

Question: If indirect cost is included in the budget, indicate the basis for the plan (e.g. percent of salaries and benefits), and provide documentation of the appropriate approval of this plan.

Answer: N/A

Question: If the budget includes services based on unit costs, provide a definition and cost for each service as part of the budget narrative for contractual services. Include the basis for the unit costs and how recently the basis was established or updated.

Answer: N/A

## Standard Conditions

Conditions of agreement requiring compliance by units of local government (subgrant recipients), implementing agencies, and state agencies upon signed acceptance of the subgrant award appear in this section. Upon approval of this subgrant, the approved application and the following terms of conditions will become binding. Failure to comply with provisions of this agreement will result in required corrective action up to and including project costs being disallowed and termination of the project, as specified in item 18 of this section.

**1. All Subgrant Recipients must comply with the financial and administrative requirements set forth in the current edition of the U.S. Department of Justice, Office of Justice Programs (OJP) Financial Guide (Financial Guide) ([www.ojp.usdoj.gov/financialguide/index.htm](http://www.ojp.usdoj.gov/financialguide/index.htm)) and the Edward Byrne Memorial Justice Assistance Grant (JAG) program guidance ([www.bja.gov/ProgramDetails.aspx?Program\\_ID=59](http://www.bja.gov/ProgramDetails.aspx?Program_ID=59)) as well as Federal statutes, regulations, policies, guidelines and requirements and Florida laws and regulations including but not limited to:**

- **Florida Administrative Code, Chapter 11D-9, "Edward Byrne Memorial State and Local Law Enforcement Assistance Formula Grant Program": [www.flrules.org/](http://www.flrules.org/)**
- **Office of Management and Budget (OMB) Circulars: [www.whitehouse.gov/omb/circulars](http://www.whitehouse.gov/omb/circulars)**
  - **A-21 (2 CFR 220), "Cost Principles for Educational Institutions"**
  - **A-87 (2 CFR 225), "Cost Principles for State, Local and Indian Tribal Governments"**
  - **A-102, "Grants and Cooperative Agreements with State and Local Governments"**
  - **A-110 (2 CFR 215), "Uniform Administrative Requirements for Grants and Cooperative Agreements"**
  - **A-122 (2 CFR 230), "Cost Principles for Non-Profit Organizations"**
  - **A-133, "Audits of States, Local Governments, and Non-Profit Organizations"**
- **Code of Federal Regulations: [www.gpo.gov/fdsys/](http://www.gpo.gov/fdsys/)**
  - **2 CFR 175.15(b), "Award Term for Trafficking in Persons"**
  - **28 CFR 38, "Equal Treatment for Faith-Based Organizations"**
  - **28 CFR 66, "U.S. Department of Justice Common Rule for State And Local Governments" (Common Rule)**
  - **28 CFR 83, "Government-Wide Requirements for Drug-Free Workplace (Grants)"**
  - **28 CFR 18, 22, 23, 30, 35, 42, 61, and 63**
- **Public Law 109-162, Title XI—Department of Justice Reauthorization, Subtitle B—Improving the Department of Justice's Grant Programs, Chapter 1—Assisting Law Enforcement and Criminal Justice Agencies, Sec. 1111. Merger of Byrne Grant Program and Local Law Enforcement Block Grant Program: [www.bja.gov/ProgramDetails.aspx?Program\\_ID=59](http://www.bja.gov/ProgramDetails.aspx?Program_ID=59).**
- **United States Code: [www.gpo.gov/fdsys/](http://www.gpo.gov/fdsys/)**
  - **42 U.S.C. 3711 et seq., "Omnibus Crime Control and Safe Streets Act of 1968"**
- **State of Florida General Records Schedule GS1-SL for State and Local Government Agencies: [dlis.dos.state.fl.us/barm/genschedules/GS1-SL.pdf](http://dlis.dos.state.fl.us/barm/genschedules/GS1-SL.pdf).**

**2. Requirements for Contractors of Subgrant Recipients**

The subgrant recipient assures the compliance of all contractors with the applicable provisions of Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended (42 U.S.C. 3711 et seq. at [www.gpo.gov/fdsys/](http://www.gpo.gov/fdsys/)); the provisions of the current edition of the Office of Justice Programs *Financial Guide* ([www.ojp.usdoj.gov/financialguide/index.htm](http://www.ojp.usdoj.gov/financialguide/index.htm)); and all other applicable State and Federal laws, orders, circulars, or regulations.

**3. Allowable Costs**

- a. Allowance for costs incurred under the subgrant shall be determined according to the general principles and standards for selected cost items set forth in the Office of Justice Programs Financial Guide, U.S. Department of Justice Common Rule for State And Local Governments and federal OMB Circular A-87, "Cost Principles for State, Local and Indian Tribal Governments," or OMB Circular A-21, "Cost Principles for Educational Institutions."
- b. All procedures employed in the use of federal funds for any procurement shall be according to U.S. Department of Justice Common Rule for State and Local Governments, or OMB Circular A-110, or OMB Circular A-102, and Florida law to be eligible for reimbursement.

**4. Reports**

a. Project Performance Reports

- (1) Reporting Time Frames: The subgrant recipient shall submit Quarterly Project Performance Reports to the Florida Department of Law Enforcement, hereafter known as the Department, within fifteen (15) days after the end of the reporting period. In addition, if the subgrant award period is extended beyond the "original" project period, additional Quarterly Project Performance Reports shall be submitted.

Failure to submit Quarterly Performance Reports that are complete, accurate, and timely may result in sanctions, as specified in item 18, Performance of Agreement Provisions.

- (2) Report Contents: Performance Reports must include a response to all objectives included in your subgrant. A detailed response is required in the narrative portion for yes/no performance objectives. The narrative must also reflect on accomplishments for the quarter and identify problems with project implementation and address actions being taken to resolve the problems. Additional information may be required if necessary to comply with federal reporting requirements.
- (3) Submission: Performance Reports may be submitted by the Project Director, Application Manager, or Performance Contacts.

b. Financial Reports

(1) Project Expenditure Reports

- (a) The subgrant recipient shall have a choice of submitting either a Monthly or a Quarterly Project Expenditure Report to the Department. Project Expenditure Reports are due thirty (30) days after the end of the reporting period. In addition, if the subgrant award period is extended, additional Project Expenditure Reports shall be submitted. Project Expenditure Reports for grants made under the Recovery Act must be submitted monthly. See the Recovery Act Conditions for additional information.
- (b) All project expenditures for reimbursement of subgrant recipient costs shall be submitted on the Project Expenditure Report Forms prescribed and provided by the Office of Criminal Justice Grants (OCJG) through the Subgrant Information Management ON-line (SIMON) system.
- (c) All Project Expenditure Reports shall be submitted in sufficient detail for proper pre-audit and post-audit.
- (d) Before the "final" Project Expenditure Report will be processed, the subgrant recipient must submit to the Department all outstanding project reports and must

have satisfied all special conditions. Failure to comply with the above provisions shall result in forfeiture of reimbursement.

- (e) Reports are to be submitted even when no reimbursement is being requested.
- (f) The report must be electronically signed by the subgrant recipient or implementing agency's chief financial officer or the chief financial officer's designee.

(2) Financial Closeout Audit

- (a) The Financial Closeout Audit shall be submitted to the Department within forty-five (45) days of the subgrant termination date.
- (b) The Financial Closeout Audit must be electronically signed by the subgrant recipient or implementing agency's chief financial officer or the chief financial officer's designee.

(3) Project Generated Income (PGI)

- (a) If applicable, the subgrant recipient shall submit Quarterly PGI Earnings and Expenditures Reports to the Department within thirty (30) days after the end of the reporting period covering subgrant project generated income and expenditures during the previous quarter. If any PGI remains unspent after the subgrant ends, the subgrant recipient must continue submitting quarterly PGI reports until all funds are expended. (See Item 11, Program Income.)
- (b) PGI Earnings and Expenditures reports must be electronically signed by the subgrant recipient or implementing agency's chief financial officer or the chief financial officer's designee.

c. Other Reports

The subgrant recipient shall report to the Uniform Crime Report and other reports as may be reasonably required by the Department.

**5. Fiscal Control and Fund Accounting Procedures**

- a. All expenditures and cost accounting of funds shall conform to the Office of Justice Programs Financial Guide, the Common Rule, and OMB Circulars A-21, A-87, and A-110, or A-102 as applicable, in their entirety.
- b. The subgrant recipient is required to establish and maintain adequate accounting systems and financial records and to accurately account for funds awarded to them. As a subgrant recipient, you must have a financial management system in place that is able to record and report on the receipt, obligation, and expenditure of grant funds. An adequate accounting system for a subgrant recipient must be able to accommodate a fund and account structure to separately track receipts, expenditures, assets, and liabilities for awards, programs, and subgrant recipients.
- c. All funds spent on this project shall be disbursed according to provisions of the project budget as approved by the Department.
- d. All funds not spent according to this agreement shall be subject to repayment by the subgrant recipient.



**6. Payment Contingent on Appropriation and Available Funds**

The State of Florida's performance and obligation to pay under this agreement is contingent upon an annual appropriation by the Florida Legislature. Furthermore, the obligation of the State of Florida to reimburse subgrant recipients for incurred costs is subject to available federal funds.

**7. Obligation of Subgrant Recipient Funds**

Subgrant funds shall not under any circumstances be obligated prior to the effective date or subsequent to the termination date of the subgrant period. Only project costs incurred on or after the effective date and on or prior to the termination date of the subgrant recipient's project are eligible for reimbursement. All payments must be completed within thirty (30) days of the end of the subgrant period.

**8. Advance Funding**

Advance funding may be provided to a subgrant recipient upon a written request to the Department. The request must be electronically signed by the subgrant recipient or implementing agency's chief financial officer or the chief financial officer's designee.

**9. Trust Funds**

- a. The unit of local government must establish a trust fund in which to deposit JAG funds. The trust fund may or may not be an interest bearing account.
- b. The account may earn interest, but any earned interest must be used for program purposes and expended before the federal grant period end date. Any unexpended interest remaining at the end of the federal grant period must be submitted to the Office of Criminal Justice Grants for transmittal to the Bureau of Justice Assistance.

**10. Travel and Training**

The cost of all travel shall be reimbursed according to the subgrant recipient's written travel policy. If the subgrant recipient does not have a written travel policy, cost of all travel will be reimbursed according to § 112.061, Fla. Stat.

**11. Program Income (also known as Project Generated Income)**

- a. All income generated as a direct result of a subgrant project shall be deemed program income.
- b. Any project that will potentially earn PGI must submit an Earnings and Expenditures Report to report how much PGI was earned during each quarter. A report must be submitted each quarter even if no PGI was earned or expended. PGI Earnings and Expenditures reports must be electronically signed by the subgrant recipient or implementing agency's chief financial officer or the chief financial officer's designee.
- c. PGI expenditures require prior written approval from the Office of Criminal Justice Grants. Program income must be used for the purposes of and under the conditions applicable to the award. If the cost is allowable under the Federal grant program, then the cost would be allowable using program income. PGI budget requests must be signed by the subgrant recipient or implementing agency's chief financial officer or the chief financial officer's designee.
- d. Program income should be used as earned and expended as soon as possible. Any unexpended PGI remaining at the end of the Federal grant period must be submitted to the Office of Criminal Justice Grants for transmittal to the Bureau of Justice Assistance.

**12. Approval of Consultant Contracts**

The Department shall review and approve in writing all consultant contracts prior to employment of a consultant when the consultant's rate exceeds \$450 (excluding travel and subsistence costs) for an eight-hour day. A detailed justification must be submitted to and approved by FDLE prior to obligation or expenditures of such funds. Approval shall be based upon the contract's compliance with requirements found in the Financial Guide, the Common Rule, and in applicable state statutes. The Department's approval of the subgrant recipient agreement does not constitute approval of consultant contracts. If consultants are hired through a competitive bidding process (not sole source), the \$450 threshold does not apply.

**13. Property Accountability**

- a. The subgrant recipient agrees to use all non-expendable property for criminal justice purposes during its useful life or dispose of it pursuant to § 274, Fla. Stat.
- b. The subgrant recipient shall establish and administer a system to protect, preserve, use, maintain and dispose of any property furnished to it by the Department or purchased pursuant to this agreement according to federal property management standards set forth in the Office of Justice Programs Financial Guide, U.S. Department of Justice Common Rule for State and Local Governments or the federal OMB Circular A-110 or A-102, as applicable. This obligation continues as long as the subgrant recipient retains the property, notwithstanding expiration of this agreement.

**14. Ownership of Data and Creative Material**

Ownership of material, discoveries, inventions, and results developed, produced, or discovered subordinate to this agreement is governed by the terms of the Office of Justice Programs Financial Guide (as amended), and the U.S. Department of Justice Common Rule for State and Local Governments, or the federal OMB Circular A-110 or A-102, as applicable.

**15. Copyright**

The awarding agency reserves a royalty-free non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use, for Federal government purposes:

- a. The copyright in any work developed under an award or subaward, and
- b. Any rights of copyright to which a subgrant recipient or subrecipient purchases ownership with support funded under this grant agreement.

**16. Publication or Printing of Reports**

The subgrant recipient shall submit for review and approval one copy of any curricula, training materials, or any other written materials that will be published, including web-based materials and web site content, through funds from this grant at least thirty (30) days prior to the targeted dissemination date.

All materials publicizing or resulting from award activities shall contain the following statements: "This project was supported by Grant No. [contact the Office of Criminal Justice Grants for award number] awarded by the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice."

**17. Audit**

- a. Subgrant recipients that expend \$500,000 or more in a year in Federal awards shall have a single or program-specific audit conducted for that year. The audit shall be performed in accordance with the federal OMB Circular A-133 and other applicable federal law. The contract for this agreement shall be identified in the Schedule of Federal Financial Assistance in the subject audit. The contract shall be identified as federal funds passed through the Florida Department of Law Enforcement and include the contract number, CFDA number, award amount, contract period, funds received and disbursed. When applicable, the subgrant recipient shall submit an annual financial audit that meets the requirements of § 11.45, Fla. Stat., "Definitions; duties; authorities; reports; rules."; § 215.97, Fla. Stat., "Florida Single Audit Act"; and Rules of the Auditor General, Chapter 10.550, "Local Governmental Entity Audits" and Chapter 10.650, "Florida Single Audit Act Audits Nonprofit and For-Profit Organizations."
- b. A complete audit report that covers any portion of the effective dates of this agreement must be submitted within 30 days after its completion, but no later than nine (9) months after the audit period. In order to be complete, the submitted report shall include any management letters issued separately and management's written response to all findings, both audit report and management letter findings. Incomplete audit reports will not be accepted by the Department.
- c. The subgrant recipient shall have all audits completed by an Independent Public Accountant (IPA). The IPA shall be either a Certified Public Accountant or a Licensed Public Accountant.
- d. The subgrant recipient shall take appropriate corrective action within six (6) months of the issue date of the audit report in instances of noncompliance with federal laws and regulations.
- e. The subgrant recipient shall ensure that audit working papers are made available to the Department, or its designee, upon request for a period of three (3) years from the date the audit report is issued, unless extended in writing by the Department.
- f. Subgrant recipients that expend less than \$500,000 in Federal awards during a fiscal year are exempt from the audit requirements of OMB Circular A-133 for that fiscal year. In this case, written notification, which can be in the form of the "Certification of Audit Exemption" form, shall be provided to the Department by the Chief Financial Officer, or designee, that the subgrant recipient is exempt. This notice shall be provided to the Department no later than March 1 following the end of the fiscal year.
- g. If this agreement is closed out without an audit, the Department reserves the right to recover any disallowed costs identified in an audit completed after such closeout.
- h. The completed audit report or written notification of audit exemption should be sent to the following address:

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

**18. Performance of Agreement Provisions**

In the event of default, non-compliance or violation of any provision of this agreement by the subgrant recipient, the subgrant recipient's consultants and suppliers, or both, the Department shall impose sanctions it deems appropriate including withholding payments and cancellation, termination, or suspension of the agreement in whole or in part. In such event, the Department

shall notify the subgrant recipient of its decision thirty (30) days in advance of the effective date of such sanction. The subgrant recipient shall be paid only for those services satisfactorily performed prior to the effective date of such sanction.

**19. Commencement of Project**

- a. If a project is not operational within 60 days of the original start date of the award period, the subgrant recipient must report by letter to the Department the steps taken to initiate the project, the reasons for delay, and the expected start date.
- b. If a project is not operational within 90 days of the original start date of the award period, the subgrant recipient must submit a second statement to the Department explaining the implementation delay.
- c. Upon receipt of the ninety (90) day letter, the Department shall determine if the reason for delay is justified or shall, at its discretion, unilaterally terminate this agreement and re-obligate subgrant funds to other Department approved projects. The Department, where warranted by extenuating circumstances, may extend the starting date of the project past the ninety (90) day period, but only by formal written adjustment to this agreement.

**20. Excusable Delays**

- a. Except with respect to defaults of consultants, the subgrant recipient shall not be in default by reason of any failure in performance of this agreement according to its terms (including any failure by the subgrant recipient to make progress in the execution of work hereunder which endangers such performance) if such failure arises out of causes beyond the control and without the fault or negligence of the subgrant recipient. Such causes include, but are not limited to, acts of God or of the public enemy, acts of the government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather, but in every case, the failure to perform shall be beyond the control and without the fault or negligence of the subgrant recipient.
- b. If failure to perform is caused by failure of a consultant to perform or make progress, and if such failure arises out of causes beyond the control of subgrant recipient and consultant, and without fault or negligence of either of them, the subgrant recipient shall not be deemed in default, unless:
  - (1) Supplies or services to be furnished by the consultant were obtainable from other sources,
  - (2) The Department ordered the subgrant recipient in writing to procure such supplies or services from other sources, and
  - (3) The subgrant recipient failed to reasonably comply with such order.
- c. Upon request of the subgrant recipient, the Department shall ascertain the facts and the extent of such failure, and if the Department determines that any failure to perform was occasioned by one or more said causes, the delivery schedule shall be revised accordingly.

**21. Written Approval of Changes in this Approved Agreement (Grant Adjustments)**

- a. Subgrant recipients must obtain prior approval from the Department for major substantive changes such as changes in project activities, target populations, service providers, implementation schedules, project director, and designs or research plans set forth in the approved agreement and for any budget changes that will transfer more than 10% of the total budget between budget categories.

- b. Subgrant recipients may transfer up to 10% of the total budget between current, approved budget categories without prior approval as long as the funds are transferred to an existing line item
- c. Under no circumstances can transfers of funds increase the total budgeted award.
- d. Requests for changes to the subgrant agreement must be electronically signed by the subgrant recipient or implementing agency's chief official or the chief official's designee.
- e. Any certifications required for the requested changes, such as Sole Source, ADP Justification, Privacy Certification forms, and Confidential Funds certifications, must be signed by the subgrant recipient or implementing agency chief official or someone with formal, written signature authority for the chief official.

## **22. Disputes and Appeals**

- a. The Department shall make its decision in writing when responding to any disputes, disagreements, or questions of fact arising under this agreement and shall distribute its response to all concerned parties. The subgrant recipient shall proceed diligently with the performance of this agreement according to the Department's decision.
- b. If the subgrant recipient appeals the Department's decision, the appeal also shall be made in writing within twenty-one (21) calendar days to the Department's clerk (agency clerk). The subgrant recipient's right to appeal the Department's decision is contained in § 120, Fla. Stat., and in procedures set forth in Rule 28-106.104, Florida Administrative Code. Failure to appeal within this time frame constitutes a waiver of proceedings under § 120, Fla. Stat.

## **23. Conferences and Inspection of Work**

Conferences may be held at the request of any party to this agreement. At any time, a representative of the Department, of the U.S. Department of Justice, or the Auditor General of the State of Florida, have the right of visiting the project site to monitor, inspect and assess work performed under this agreement.

## **24. Access to Records**

- a. The Department of Law Enforcement, the Auditor General of the State of Florida, the U.S. Department of Justice, the U.S. Comptroller General or any of their duly authorized representatives, shall have access to books, documents, papers and records of the subgrant recipient, implementing agency and contractors for the purpose of audit and examination according to the Financial Guide and the Common Rule.
- b. The Department reserves the right to unilaterally terminate this agreement if the subgrant recipient, implementing agency, or contractor refuses to allow public access to all documents, papers, letters, or other materials subject to provisions of § 119, Fla. Stat., and made or received by the subgrant recipient or its contractor in conjunction with this agreement.
- c. The subgrant recipient will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.

## **25. Retention of Records**

The subgrant recipient shall maintain all records and documents for a minimum of five (5) years from the date of the final financial statement and be available for audit and public disclosure upon request of duly authorized persons. The subgrant recipient shall comply with State of Florida General Records Schedule GS1-SL for State and Local Government Agencies:  
[dls.dos.state.fl.us/barm/genschedules/GS1-SL.pdf](https://dls.dos.state.fl.us/barm/genschedules/GS1-SL.pdf).

**26. Personnel Changes**

Upon implementation of the project, in the event there is a change in Chief Officials for the Subgrant recipient or Implementing Agency, project staff must notify the help desk for FDLE's online grants management system, SIMON (Subgrant Information Management Online) so that the organization can be updated in SIMON. If the project director changes, a grant adjustment must be entered in SIMON to reflect the change.

**27. Background Check**

Whenever a background screening for employment or a background security check is required by law for employment, unless otherwise provided by law, the provisions of § 435, Fla. Stat. shall apply.

- a. All positions in programs providing care to children, the developmentally disabled, or vulnerable adults for 15 hours or more per week; all permanent and temporary employee positions of the central abuse hotline; and all persons working under contract who have access to abuse records are deemed to be persons and positions of special trust or responsibility and require employment screening pursuant to § 435, Fla. Stat., using the level 2 standards set forth in that chapter.
- b. All employees in positions designated by law as positions of trust or responsibility shall be required to undergo security background investigations as a condition of employment and continued employment. For the purposes of the subsection, security background investigations shall include, but not be limited to, employment history checks, fingerprinting for all purposes and checks in this subsection, statewide criminal and juvenile records checks through the Florida Department of Law Enforcement, and federal criminal records checks through the Federal Bureau of Investigation, and may include local criminal records checks through local law enforcement agencies.
  - (1) Any person who is required to undergo such a security background investigation and who refuses to cooperate in such investigation or refuses to submit fingerprints shall be disqualified for employment in such position or, if employed, shall be dismissed.
  - (2) Such background investigations shall be conducted at the expense of the employing agency or employee. When fingerprinting is required, the fingerprints of the employee or applicant for employment shall be taken by the employing agency or by an authorized law enforcement officer and submitted to the Department of Law Enforcement for processing and forwarding, when requested by the employing agency, to the United States Department of Justice for processing. The employing agency shall reimburse the Department of Law Enforcement for any costs incurred by it in the processing of the fingerprints.

**28. Drug Court Projects**

A Drug Court Project must comply with § 397.334, Fla. Stat., "Treatment-Based Drug Court Programs."

**29. Overtime for Law Enforcement Personnel**

Prior to obligating funds from this award to support overtime by law enforcement officers, the U.S. Department of Justice encourages consultation with all allied components of the criminal justice system in the affected jurisdiction. The purpose of this consultation is to anticipate and plan for systemic impacts such as increased court dockets and the need for detention space.

**30. Criminal Intelligence System**

The subgrant recipient agrees that any information technology system funded or supported by the Office of Justice Programs funds will comply with 28 C.F.R. Part 23, Criminal Intelligence Systems Operating Policies, if the Office of Justice Programs determines this regulation to be applicable. Should the Office of Justice Programs determine 28 C.F.R. Part 23 to be applicable, the Office of Justice Programs may, at its discretion, perform audits of the system, as per 28 C.F.R. 23.20(g). Should any violation of 28 C.F.R. Part 23 occur, the subgrant recipient may be fined as per 42 U.S.C. 3789g(c)-(d). The subgrant recipient may not satisfy such a fine with federal funds.

**31. Confidential Funds**

A signed certification that the project director or the head of the Implementing Agency has read, understands, and agrees to abide by all of the conditions for confidential funds as set forth in the effective edition of the Office of Justice Programs *Financial Guide* is required from all projects that are involved with confidential funds. The signed certification must be submitted at the time of grant application.

**32. Civil Rights Compliance**

- a. Federal laws prohibit recipients of financial assistance from discriminating on the basis of race, color, national origin, religion, sex, disability, or age in funded programs or activities. All subgrant recipients, implementing agencies, and contractors must comply with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); The Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 7 94); the Americans with Disabilities Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§1681, 1683, 1685-86); the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); and Department of Justice Non-Discrimination Regulations 28 CFR Part 42; see Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).
- b. FDLE does not discriminate on the basis of race, color, religion, national origin, sex, disability, or age in the delivery of services or benefits or in employment.
- c. Subgrant recipients are responsible for ensuring that contractors, vendors, and agencies to whom they pass-through funds are in compliance with all Civil Rights requirements and that the contractors, vendors, and agencies are aware that they may file a discrimination complaint with the subgrant recipient, with FDLE, or with the Office for Civil Rights and how to do so.
- d. Equal Employment Opportunity Plans
  - (1) A subgrant recipient or implementing agency must develop an EEO Plan if it has 50 or more employees and it has received any single award of \$25,000 or more from the Department of Justice. The plan must be prepared using the on-line short form at [www.ojp.usdoj.gov/about/ocr/eeop\\_comply.htm](http://www.ojp.usdoj.gov/about/ocr/eeop_comply.htm), must be retained by the subgrant recipient or implementing agency, and must be available for review or audit. The organization must also submit an EEO Certification to FDLE.
  - (2) If the subgrant recipient or implementing agency is required to prepare an EEO Plan and has received any single award of \$500,000 or more from the Department of Justice, it must submit its plan to the Department of Justice for approval. A copy of the Department of Justice approval letter must be submitted to FDLE. The approval letter expires two years from the date of the letter.



- (3) A subgrant recipient or implementing agency is exempt from the EEO Plan requirement if it has fewer than 50 employees or if it does not receive any single award of \$25,000 or more from the Department of Justice or if it is a nonprofit organization, a medical or educational institution, or an Indian Tribe. If an organization is exempt from the EEO Plan requirement, it must submit an EEO Certification to FDLE.
- (4) The subgrant recipient and implementing agency acknowledge that failure to comply with EEO Requirements within 60 days of the project start date may result in suspension or termination of funding, until such time as it is in compliance.
- e. In the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against a recipient of funds, the recipient will forward a copy of the finding to FDLE and to the Office for Civil Rights, Office of Justice Programs.
- f. In accordance with federal civil rights laws, the subgrant recipient shall not retaliate against individuals for taking action or participating in action to secure rights protected by these laws.
- g. Subgrant recipients must include comprehensive Civil Rights/Nondiscrimination Provisions in all contracts funded by the subgrant recipient.
- h. If the subgrant recipient or any of its employees, contractors, vendors, or program beneficiaries has a discrimination complaint, they may file a complaint with the subgrant recipient, with FDLE or with the Office for Civil Rights. Discrimination complaints may be submitted to FDLE at Office of the Inspector General, P.O. Box 1489, Tallahassee, Florida 32302-1489 or on-line at [www.fdle.state.fl.us/contacts/comment\\_form.html](http://www.fdle.state.fl.us/contacts/comment_form.html). Discrimination complaints may also be submitted to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice, 810 7<sup>th</sup> Street, NW, Washington, DC 20531, by phone at (202)307-0690.
- i. The subgrant recipient must have procedures in place for responding to discrimination complaints that employees and clients, customers, and program participants file directly with the subgrant recipient.
- j. Any discrimination complaints file with FDLE will be reviewed by FDLE's Inspector General and referred to the Office for Civil Rights, the Florida Commission on Human Relations, or the Equal Employment Opportunity Commission, based on the nature of the complaint.
- k. Americans with Disabilities Act

Subgrant recipients must comply with the requirements of the Americans with Disabilities Act (ADA), Public Law 101-336, which prohibits discrimination by public and private entities on the basis of disability and requires certain accommodations be made with regard to employment (Title I), state and local government services and transportation (Title II), public accommodations (Title III), and telecommunications (Title IV).

I. Limited English Proficiency (LEP)

In accordance with Department of Justice Guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, recipients of Federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with LEP. For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see the website at [www.lep.gov](http://www.lep.gov).



m. Equal Treatment for Faith Based Organizations

The subgrant recipient agrees to comply with the applicable requirements of 28 C.F.R. Part 38, the Department of Justice regulation governing "Equal Treatment for Faith Based Organizations" (the "Equal Treatment Regulation"). The Equal Treatment Regulation provides in part that Department of Justice grant awards of direct funding may not be used to fund any inherently religious activities, such as worship, religious instruction, or proselytization. Recipients of direct grants may still engage in inherently religious activities, but such activities must be separate in time or place from the Department of Justice funded program, and participation in such activities by individuals receiving services from the grantee or a sub-grantee must be voluntary. The Equal Treatment Regulation also makes clear that organizations participating in programs directly funded by the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. Notwithstanding any other special condition of this award, faith-based organizations may, in some circumstances, consider religion as a basis for employment. See [www.ojp.gov/about/ocr/equal\\_fbo.htm](http://www.ojp.gov/about/ocr/equal_fbo.htm).

**33. Immigration and Nationality Act**

No public funds will intentionally be awarded to any contractor who knowingly employs unauthorized alien workers, constituting a violation of the employment provisions contained in 8 U.S.C. Section 1324a(e), Section 274A(e) of the Immigration and Nationality Act ("INA"). The Department shall consider the employment by any contractor of unauthorized aliens a violation of Section 274A(e) of the INA. Such violation by the subgrant recipient of the employment provisions contained in Section 274A(e) of the INA shall be grounds for unilateral cancellation of this contract by the Department.

**34. National Environmental Policy Act (NEPA)**

- a. The subgrant recipient agrees to assist FDLE in complying with the NEPA, the National Historic Preservation Act, and other related federal environmental impact analyses requirements in the use of subgrant funds by the subgrant recipient. This applies to the following new activities whether or not they are being specifically funded with these subgrant funds. That is, it applies as long as the activity is being conducted by the subgrant recipient or any third party and the activity needs to be undertaken in order to use these subgrant funds,
- (1) New construction;
  - (2) Minor renovation or remodeling of a property either (a) listed on or eligible for listing on the National Register of Historic Places or (b) located within a 100-year flood plain;
  - (3) A renovation, lease, or any other proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size; and
  - (4) Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or educational environments.
  - (5) Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.
- b. The subgrant recipient understands and agrees that complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by the Bureau of Justice Assistance. The subgrant recipient further understands and

agrees to the requirements for implementation of a Mitigation Plan, as detailed by the Department of Justice at [www.bja.gov/Funding/nepa.html](http://www.bja.gov/Funding/nepa.html), for programs relating to methamphetamine laboratory operations.

- c. For any of a subgrant recipient's existing programs or activities that will be funded by these subgrants, the subgrant recipient, upon specific request from the Department and the U.S. Department of Justice, agrees to cooperate with the Department of Justice in any preparation by Department of Justice of a national or program environmental assessment of that funded program or activity.

### **35. Non-Procurement, Debarment and Suspension**

The subgrant recipient agrees to comply with Executive Order 12549, Debarment and Suspension and 2 CFR 180, "OMB Guidelines To Agencies On Governmentwide Debarment And Suspension (Nonprocurement)" These procedures require the subgrant recipient to certify it shall not enter into any lower tiered covered transaction with a person who is debarred, suspended, declared ineligible or is voluntarily excluded from participating in this covered transaction, unless authorized by the Department. If the subgrant is \$100,000 or more, the subgrant recipient and implementing agency certify that they and their principals:

- a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
- b. Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- d. Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.

### **36. Federal Restrictions on Lobbying**

- a. Each subgrant recipient agrees to comply with 28 CFR Part 69, "New Restrictions on Lobbying" and shall file the most current edition of the Certification And Disclosure Form, if applicable, with each submission that initiates consideration of such subgrant recipient for award of federal contract, grant, or cooperative agreement of \$100,000 or more.
- b. This certification is a material representation of fact upon which reliance was placed when this agreement was made. Submission of this certification is a prerequisite to entering into this agreement subject to conditions and penalties imposed by 31 USC 1352. Any person who fails to file the required certification is subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each failure to file.
- c. As required by 31 USC 1352, and implemented at 28 CFR 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR 69, the applicant certifies that:
  - (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or

employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subgrant recipients shall certify and disclose accordingly.

**37. State Restrictions on Lobbying**

In addition to the provisions contained in Item 36, above, the expenditure of funds for the purpose of lobbying the legislature or a state agency is prohibited under this contract.

**38. Additional Restrictions on Lobbying**

The subgrant recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of the Office of Justice Programs.

**39. "Pay – to – Stay"**

Funds from this award may not be used to operate a "pay-to-stay" program in any local jail. Furthermore, no funds may be given to local jails that operate "pay-to-stay" programs. "Local jail," as referenced in this condition, means an adult facility or detention center owned and/or operated by city, county, or municipality. It does not include juvenile detention centers. "Pay-to-stay" programs as referenced in this condition, means a program by which extraordinary services, amenities and/or accommodations, not otherwise available to the general inmate population, may be provided, based upon an offender's apparent ability to pay, such that disparate conditions of confinement are created for the same or similar offenders within a jurisdiction.

**40. Mitigation of Health, Safety and Environmental risks dealing with Clandestine Methamphetamine Laboratories**

If an award is made to support methamphetamine laboratory operations the subgrant recipient must comply with this condition, which provides for individual site environmental assessment/impact statements as required under the National Environmental Policy Act.

- a. General Requirement: The subgrant recipient agrees to comply with Federal, State, and local environmental, health and safety laws and regulations applicable to the investigation and closure of clandestine methamphetamine laboratories and the removal and disposal of the chemicals, equipment, and wastes used in or resulting from the operation of these laboratories.
- b. Specific Requirements: The subgrant recipient understands and agrees that any program or initiative involving the identification, seizure, or closure of clandestine methamphetamine laboratories can result in adverse health, safety and environmental impacts to (1) the law enforcement and other governmental personnel involved; (2) any residents, occupants, users, and neighbors of the site of a seized clandestine laboratory; (3) the seized laboratory site's immediate and surrounding environment of the site(s) where any remaining chemicals, equipment, and waste from a seized laboratory's operations are placed or come to rest.

Therefore, the subgrant recipient further agrees that in order to avoid or mitigate the possible adverse health, safety and environmental impacts from any of clandestine methamphetamine operations funded under this award, it will (1) include the nine, below listed protective measures or components; (2) provide for their adequate funding to include funding, as necessary, beyond that provided by this award; and (3) implement these protective measures directly throughout the life of the subgrant. In so doing, the subgrant recipient understands that it may implement these protective measures directly through the use of its own resources and staff or may secure the qualified services of other agencies, contractor or other qualified third party.

- (1) Provide medical screening of personnel assigned or to be assigned by the subgrant recipient to the seizure or closure of clandestine methamphetamine laboratories;
- (2) Provide Occupational Safety and Health Administration (OSHA) required initial and refresher training for law enforcement officials and other personnel assigned by the subgrant recipient to either the seizure or closure of clandestine methamphetamine laboratories;
- (3) As determined by their specific duties, equip personnel assigned to the project with OSHA required protective wear and other required safety equipment;
- (4) Assign properly trained personnel to prepare a comprehensive contamination report on each closed laboratory;
- (5) Employ qualified disposal contractors to remove all chemicals and associated glassware, equipment, and contaminated materials and wastes from the site(s) of each seized clandestine laboratory;
- (6) Dispose of the chemicals, equipment, and contaminated materials and wastes removed from the sites of seized laboratories at properly licensed disposal facilities or, when allowable, properly licensed recycling facilities;
- (7) Monitor the transport, disposal, and recycling components of subparagraphs 5 and 6 immediately above in order to ensure proper compliance;
- (8) Have in place and implement an inter-agency agreement or other form of commitment with a responsible State environmental agency that provides for that agency's (i) timely evaluation of the environmental conditions at and around the site of a closed clandestine laboratory and (ii) coordination with the responsible party, property owner, or others to ensure that any residual contamination is remediated, if necessary, and in accordance with existing State and Federal requirements; and
- (9) Have in place and implement a written agreement with the responsible state or local service agencies to properly respond to any minor, as defined by state law, at the site. This agreement must ensure immediate response by qualified personnel who can (i) respond to the potential health needs of any minor at the site; (ii) take that minor into protective custody unless the minor is criminally involved in the meth lab activities or is subject to arrest for other criminal violations; (iii) ensure immediate medical testing for methamphetamine toxicity; and (iv) arrange for any follow-up medical tests, examinations, or health care made necessary as a result of methamphetamine toxicity.

#### **41. The Coastal Barrier Resources Act**

The subgrant recipient will comply and assure the compliance of all contractors with the provisions of the Coastal Barrier Resources Act (P.L. 97-348) dated October 19, 1982 (16 USC 3501 et seq.) which prohibits the expenditure of most new Federal funds within the units of the Coastal Barrier Resources System.

**42. Enhancement of Security**

If funds are used for enhancing security, the subgrant recipient agrees to:

- a. Have an adequate process to assess the impact of any enhancement of a school security measure that is undertaken on the incidence of crime in the geographic area where the enhancement is undertaken.
- b. Conduct such an assessment with respect to each such enhancement; and, submit to the Department the aforementioned assessment in its Final Program Report.

**43. Environmental Protection Agency's (EPA) list of Violating Facilities**

The subgrant recipient assures that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the Program Purpose are not listed on the EPA's list of Violating Facilities and that it will notify the Department of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.

**44. Flood Disaster Protection Act**

The subgrant recipient will comply with Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, requiring that the purchase of flood insurance in communities where such insurance is available as a condition of the receipt of any federal financial assistance for construction or acquisition purposes for use in any area that has been identified as an area having special flood hazards.

**45. National Historic Preservation Act**

It will assist the Department (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).

**46. Human Research Subjects**

Subgrant recipient agrees to comply with the requirements of 28 C.F.R. part 46 and all Office of Justice Programs policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.

**47. Global Standards Package**

In order to promote information sharing and enable interoperability among disparate systems across the justice and public safety community, OJP requires the grantee to comply with DOJ's Global Justice Information Sharing Initiative (DOJ's Global) guidelines and recommendations for this particular grant. Grantee shall conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: [www.it.ojp.gov/gsp\\_grantcondition](http://www.it.ojp.gov/gsp_grantcondition). Grantee shall document planned approaches to information sharing and describe compliance to the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is recommended.

**48. Reporting, Data Collection and Evaluation**

The subgrant recipient agrees to comply with all reporting, data collection and evaluation requirements, as prescribed by the Bureau of Justice Assistance in the program guidance for the Justice Assistance Grant (JAG). Compliance with these requirements will be monitored by FDLE.

**49. Privacy Certification**

The subgrant recipient agrees to comply with all confidentiality requirements of 42 U.S.C. section 3789g and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. Subgrant recipient further agrees, as a condition of grant approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, section 22.23.

**50. State Information Technology Point of Contact**

The subgrant recipient agrees to ensure that the State Information Technology Point of Contact receives written notification regarding any information technology project funded by this grant during the obligation and expenditures period. This is to facilitate communication among local and state governmental entities regarding various information technology projects being conducted with these grant funds. In addition, the subgrant recipient agrees to maintain an administrative file documenting the meeting of this requirement. For a list of State Information Technology Points of Contact, go to [www.it.ojp.gov/default.aspx?area=policyAndPractice&page=1046](http://www.it.ojp.gov/default.aspx?area=policyAndPractice&page=1046).

**51. Interstate Connectivity**

To avoid duplicating existing networks or IT systems in any initiatives funded by the Bureau of Justice Assistance for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless the subgrant recipient can demonstrate to the satisfaction of the Bureau of Justice Assistance that this requirement would not be cost effective or would impair the functionality of an existing or proposed IT system.

**52. Supplanting**

The subgrant recipient agrees that funds received under this award will not be used to supplant State or local funds, but will be used to increase the amounts of such funds that would, in the absence of Federal funds, be made available for law enforcement activities.

**53. Conflict of Interest**

The subgrant recipient and implementing agency will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

**54. Uniform Relocation Assistance and Real Property Acquisitions Act**

The subgrant recipient will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs.

**55. Limitations on Government Employees Financed by Federal Assistance**

The subgrant recipient will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

**56. Certification for Employees Working Solely on a Single Federal Award**

Any project staff that are fully or partially funded by the grant and that are expected to work solely on the grant must certify that they worked solely on the grant. The certification must be prepared at least semi annually and must be signed by the employee and by a supervisory official having first hand knowledge of the work performed by the employee.

**57. Additional Documentation of Personnel for Department of Financial Services**

In accordance with Section 215.971, Florida Statutes, the Florida Department of Financial Services may require documentation validation that personnel services were performed on project related activities in accordance with the contract agreement.

**58. Reporting Potential Fraud, Waste, Abuse, and Similar Misconduct**

The subgrant recipient must promptly refer to the Florida Department of Law Enforcement, Office of Criminal Justice Grants any credible evidence that a principal, employee, agent, contractor, subcontractor, or other person has either 1) submitted a false claim for grant funds under the False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds

**59. Task Force Training Requirement**

The subgrant recipient agrees that within 120 days of award, each member of a law enforcement task force funded with these funds who is a task force commander, agency executive, task force officer, or other task force member of equivalent rank, will complete required online (internet-based) task force training. The training is provided free of charge online through BJA's Center for Task Force Integrity and Leadership ([www.ctfli.org](http://www.ctfli.org)). All current and new task force members are required to complete this training once during the life of the award, or once every four years if multiple awards include this requirement. This training addresses task force effectiveness as well as other key issues including privacy and civil liberties/rights, task force performance measurement, personnel selection, and task force oversight and accountability. Additional information is available regarding this required training and access methods via BJA's web site and the Center for Task Force Integrity and Leadership ([www.ctfli.org](http://www.ctfli.org)).

**60. Funds to Association of Community Organizations for Reform Now (ACORN) Unallowable**

Subgrant recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or subaward to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without the express prior written approval of OJP.

**61. High Risk Subgrant Recipients**

The subgrant recipient agrees to comply with any additional requirements that may be imposed during the grant performance period if the U.S. Department of Justice determines that the subgrant recipient is a high-risk grantee. Cf. 28 C.F.R. parts 66, 70.

**62. Text Messaging While Driving**

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the subgrant recipient is encouraged to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this subgrant and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

**63. Central Contractor Registry (CCR)**

The subgrant recipient must maintain the currency of its information in the CCR until it submits the final financial report required under this award or receives the final payment, whichever is later. This requires that the subgrant recipient review and update the information at least annually after the initial registration, and more frequently if required by changes in its information or another award term.



**64. Maximum Allowable Salary**

No portion of these federal grant funds shall be used towards any part of the annual cash compensation of any employee of the subgrant recipient whose total annual cash compensation exceeds 110% of the maximum salary payable to a member of the Federal government's Senior Executive Service at an agency with a Certified SES Performance Appraisal System for that year. (The salary table for SES employees is available at <http://www.opm.gov/oca/payrates/index.asp>.

A subgrant recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds.)

This limitation on compensation rates allowable under this award may be waived on an individual basis at the discretion of the OJP official indicated in the program announcement under which this award is made.

**65. DNA Testing of Evidentiary Materials and Upload of DNA Profiles to a Database**

If JAG program funds will be used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System (CODIS), by a government DNA lab with access to CODIS. No profiles generated with JAG funding may be entered into any other non-governmental DNA database without prior express written approval from BJA. For more information, refer to the NIJ FY 2012 DNA Backlog Reduction Program, available at [ncjrs.gov/pdffiles1/nij/sl000989.pdf](http://ncjrs.gov/pdffiles1/nij/sl000989.pdf).

**66. Interoperable Communications Guidance**

Subgrant recipients that are using funds to support emergency communications activities must comply with the current SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications. Emergency communications activities include the purchase of Interoperable Communications Equipment and technologies such as voice-over-internet protocol bridging or gateway devices, or equipment to support the build out of wireless broadband networks in the 700 MHz public safety band under the Federal Communications Commission (FCC) Waiver Order. SAFECOM guidance can be found at [www.safecomprogram.gov/library/lists/library/DispForm.aspx?ID=334](http://www.safecomprogram.gov/library/lists/library/DispForm.aspx?ID=334).

Subgrant recipients Grantees interested in developing a public safety broadband network in the 700 MHz band in their jurisdictions must adhere to the technical standards set forth in the FCC Waiver Order, or any succeeding FCC orders, rules, or regulations pertaining to broadband operations in the 700 MHz public safety band. The subgrant recipient shall also ensure projects support the Statewide Communication Interoperability Plan (SCIP) and are fully coordinated with the full-time Statewide Interoperability Coordinator (SWIC). If any future regulatory requirement (from the FCC or other governmental entity) results in a material technical or financial change in the project, the recipient should submit associated documentation, and other material, as applicable, for review by the SWIC to ensure coordination. Subgrant recipients must provide a listing of all communications equipment purchased with grant award funding (plus the quantity purchased of each item) to FDLE once items are procured during any periodic programmatic progress reports.

**67. Bulletproof Vests**

Subgrant recipients that wish to purchase vests with JAG funds **must certify** that law enforcement agencies receiving vests have a written "mandatory wear" policy in effect. This policy must be in place for at least all uniformed officers before funding can be used by the agency for vests. There are no requirements regarding the nature of the policy other than it being a mandatory wear policy for all uniformed officers while on duty. FAQs related to the mandatory wear policy and certifications can be found at [www.bja.gov/Funding/JAGFAQ.pdf](http://www.bja.gov/Funding/JAGFAQ.pdf).

JAG funds may be used to purchase bulletproof vests for an agency, but may not be used as the 50% match for purposes of the Bulletproof Vest Partnership (BVP) program.



Bulletproof vests purchased with JAG funds may be purchased at any threat level, make, or model from any distributor or manufacturer, as long as the vests have been tested and found to comply with applicable National Institute of Justice ballistic or stab standards. In addition, bulletproof vests purchased must be American-made. The latest NIJ standard information can be found at: [www.nij.gov/topics/technology/body-armor/safety-initiative.htm](http://www.nij.gov/topics/technology/body-armor/safety-initiative.htm).

**68. BJA or FDLE Sponsored Events**

The subgrant recipient agrees to participate in BJA- or FDLE-sponsored training events, technical assistance events, or conference held by FDLE or BJA or their designees, upon FDLE's or BJA's request.

**69. Expenses Related to Conferences, Meetings, Trainings, and Other Events**

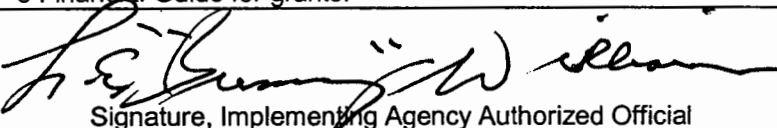
The subgrant recipient agrees to comply with all applicable laws, regulations, policies, and guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences, meetings, trainings, and other events, including the provision of food and/or beverages at such events, and costs of attendance at such events. Information on pertinent laws, regulations, policies, and guidance is available at [www.ojp.gov/funding/confcost.htm](http://www.ojp.gov/funding/confcost.htm).

## CONFIDENTIAL FUNDS CERTIFICATION

Florida Department of Law Enforcement  
Edward Byrne Memorial Justice Assistance Grant Program

### Certification Regarding Confidential Funds

A signed certification that the project director has read, understands, and agrees to abide by the provisions in Chapter 8 of the Office of Justice Programs' (OJP) Financial Guide is required from all projects that involve confidential funds from either Federal or matching funds. The signed certification must be submitted at the time of the grant application.

(To Be Completed by OCJG)	Project Title:
Project Number:	<b>Taylor County Drug Eradication Task Force</b>
Name of Subgrantee: <b>Taylor County Board of County Commissioners</b>	
Name of Implementing Agency: <b>Taylor County Sheriff's Office</b> Address: <b>108 N. Jefferson St., S-103</b> <b>Perry, Florida 32347</b>	
Name of Implementing Agency Authorized Official: <b>L. E. "Bummy" Williams, Sheriff, Taylor County</b>	Telephone Number: <b>850-584-4225</b>
This is to certify that I have read, understand, and agree to abide by all of the conditions for confidential funds as set forth in the effective edition of OJP's Financial Guide for grants.	
<b>12 July 2013</b> Date	 Signature, Implementing Agency Authorized Official
<b>DEFINITIONS FOR TYPES OF SPECIAL LAW ENFORCEMENT OPERATIONS</b>	
<ol style="list-style-type: none"><li>1. <u>Purchase of Services (P/S)</u>. This category includes travel or transportation of a non-federal officer or an informant; the lease of an apartment, business front, automobiles, aircraft or boat, or similar effects to create or establish the appearance of affluence; and/or meals, beverages, entertainment and similar expenses (including buy money and flash rolls, etc.) for undercover purposes, within reasonable limits.</li><li>2. <u>Purchase of Evidence (P/E)</u>. This category is for the purchase of evidence and/or contraband such as narcotics and dangerous drugs, firearms, stolen property, counterfeit tax stamps, etc., required to determine the existence of a crime or to establish the identity of a participant in a crime.</li><li>3. <u>Purchase of Specific Information (P/I)</u>. This category includes the payment of monies to an informant for specific information. Other informant expenses classified under P/S may be charged accordingly.</li></ol>	

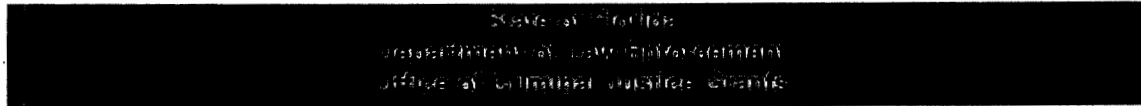
# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

## Section 6: Signatures

In witness whereof, the parties affirm they each have read and agree to the conditions set forth in this agreement, have read and understand the agreement in its entirety and have executed this agreement by their duly authorized officers on the date, month and year set out below.

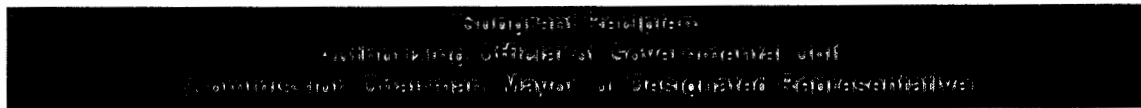
**Corrections on this page, including Strikeovers,  
whiteout, etc. are not acceptable.**



Signature: \_\_\_\_\_

Typed Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

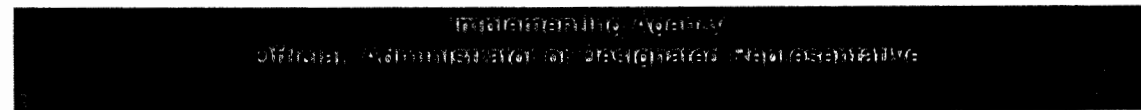


Typed Name of Subgrant Recipient: \_\_\_\_\_

Signature: \_\_\_\_\_

Typed Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_



Typed Name of Implementing Agency: Taylor County Sheriff's Office

Signature: *L. E. "Bunny" Williams*

Typed Name and Title: L. E. "Bunny" Williams, Sheriff

Date: 16 July 2013



## TAYLOR COUNTY BOARD OF COUNTY COMMISSIONERS

ANNIE MAE MURPHY, Clerk  
Post Office Box 620  
Perry, Florida 32348  
(850) 838-3506 Phone  
(850) 838-3549 Fax

JACK R. BROWN, County Administrator  
201 East Green Street  
Perry, Florida 32347  
(850) 838-3500, extension 7 Phone  
(850) 838-3501 Fax

CONRAD C. BISHOP, JR., County Attorney  
Post Office Box 167  
Perry, Florida 32348  
(850) 584-6113 Phone  
(850) 584-2433 Fax

July 23, 2013

Mr. Clayton H. Wilder,  
Community Program Administrator  
Florida Department of Law Enforcement  
2331 Phillips Road  
Tallahassee, Florida 32308

Dear Mr. Wilder,

In compliance with State of Florida Rule 11 D -9 F.A.C. Taylor County Board of Commissioners approves the distribution for \$46,220.00 (total allocation available) of Federal Fiscal Year 2013 – 2014 for the Edward Bryne Memorial Grant / Justice Assistance Grant (JAG) program funds for the following projects within Taylor County.

<u>Sub grantee</u> <u>City or County</u>	<u>Title of Project</u> <u>Taylor County</u>	<u>Dollar Amount</u> <u>(Federal Funds)</u>
Taylor County	Taylor County Eradication Task Force	\$23,110.00
City of Perry	Perry United Task Force	\$23,110.00

Sincerely,

  
\_\_\_\_\_  
Pam Feagle Chairperson  
Taylor County Board of Commissioners



224 S. Jefferson Street  
Perry, Florida  
(850) 584-7161

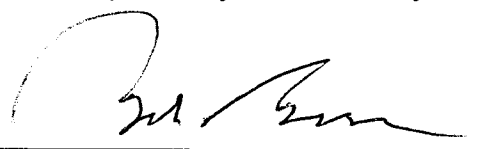
July 25, 2013

Mr. Clayton H. Wilder  
Community Program Administrator  
Office of Criminal Justice Grants  
Department of Law Enforcement  
2331 Phillips Road  
Tallahassee, Florida 32308

Dear Mr. Wilder:

In compliance with State of Florida Rule 11D-9, F.A. C., the City of Perry approves the distribution for \$46,220.00 (total allocation available) of Federal Fiscal Year 20013 Edward Bryne Memorial Grant / Justice Assistance Grant (JAG) Programs funds for the following projects within Taylor County.

<u>Subgrantee</u> <u>City or County</u>	<u>Title of Project</u>	<u>Dollar Amount</u> <u>(Federal Funds)</u>
Taylor County	Taylor County Eradication Task Force	(\$23,110.00)
City of Perry	Perry Unified Task Force	(\$23,110.00)

  
\_\_\_\_\_  
Bob Brown  
City Manager

## CERTIFICATION FORM

Recipient Name and Address: Taylor County Board of Commissioners

Grant Title: Taylor County Drug Eradication Grant Number: 2014-JAGC-2188 Award Amount: \$46,220

Contact Person Name and Title: Ron Rice, Captain Phone Number: (850) 838-3505

Federal regulations require recipients of financial assistance from the Office of Justice Programs (OJP), its component agencies, and the Office of Community Oriented Policing Services (COPS) to prepare, maintain on file, submit to OJP for review, and implement an Equal Employment Opportunity Plan (EEOP) in accordance with 28 C.F.R. §§ 42.301-.308. The regulations exempt some recipients from all of the EEOP requirements. Other recipients, according to the regulations, must prepare, maintain on file and implement an EEOP, but they do not need to submit the EEOP to OJP for review. Recipients that claim a complete exemption from the EEOP requirement must complete **Section A** below. Recipients that claim the limited exemption from the submission requirement, must complete **Section B** below. **A recipient should complete either Section A or Section B, not both.** If a recipient receives multiple OJP or COPS grants, please complete a form for each grant, ensuring that any EEOP recipient certifies as completed and on file (if applicable) has been prepared within two years of the latest grant. Please send the completed form(s) to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice, 810 7<sup>th</sup> Street, N.W., Washington, D.C. 20531. For assistance in completing this form, please call (202)307-0690 or TTY (202) 307-2027.

**Section A- Declaration Claiming Complete Exemption from the EEOP Requirement.** Please check all the boxes that apply.

- |  |   |
|--|---|
| <input type="checkbox"/> Recipient has less than 50 employees,   | <input type="checkbox"/> Recipient is an Indian tribe,                      |
| <input type="checkbox"/> Recipient is a non-profit organization, | <input type="checkbox"/> Recipient is an educational institution, or        |
| <input type="checkbox"/> Recipient is a medical institution,     | <input type="checkbox"/> Recipient is receiving an award less than \$25,000 |

I, \_\_\_\_\_ [responsible official], certify that \_\_\_\_\_ [recipient] is not required to prepare an EEOP for the reason(s) checked above, pursuant to 28 C.F.R. §42.302. I further certify that \_\_\_\_\_ [recipient] will comply with applicable Federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Print or type Name and Title

Signature

Date

**Section B- Declaration Claiming Exemption from the EEOP Submission Requirement and Certifying That an EEOP Is on File for Review.**

If a recipient agency has 50 or more employees and is receiving a single award or subaward for \$25,000 or more, but less than \$500,000, then the recipient agency does not have to submit an EEOP to OJP for review as long as it certifies the following (42 C.F.R. § 42.305):

I, Pam Feagle [responsible official], certify that the Taylor County Board of Commissioners [recipient], which has 50 or more employees and is receiving a single award or subaward for \$25,000 or more, but less than \$500,000, has formulated an EEOP in accordance with 28 CFR §42.301, *et seq.*, subpart E. I further certify that the EEOP has been formulated and signed into effect within the past two years by the proper authority and that it is available for review. The EEOP is on file in the office of: \_\_\_\_\_ County Administrator [organization], at 201 E. Green Street, Perry, FL 32347 [address], for review by the public and employees or for review or audit by officials of the relevant state planning agency or the Office for Civil Rights, Office of Justice Programs, U. S. Department of Justice, as required by relevant laws and regulations.

Pam Feagle, Chairman  
Print or type Name and Title

Signature

07-26-2013  
Date

# CERTIFICATION FORM

## Compliance with the Equal Employment Opportunity Plan (EEOP) Requirements

Please read carefully the Instructions (see below) and then complete Section A or Section B or Section C, not all three.

Recipient's Name: <b>Taylor County Sheriff's Office</b>		DUNS Number:
Address: <b>108 N. Jefferson St., Suite 103</b>		<b>Perry, Florida 32347</b>
Grant Title: <b>Taylor County Drug Eradication Task Force</b>	Grant Number: <b>2014-JAGC-2188</b>	Award Amount: <b>\$23,110.00</b>
Name and Title of Contact Person: <b>Ron Rice, Captain</b>		
Telephone Number: <b>850-838-3505</b>	E-Mail Address: <b>rrice@tcsofl.org</b>	

### Section A—Declaration Claiming Complete Exemption from the EEOP Requirement

Please check all the following boxes that apply:

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Recipient has less than fifty employees. | <input type="checkbox"/> Recipient is an Indian tribe.            | <input type="checkbox"/> Recipient is a medical institution.                 |
| <input type="checkbox"/> Recipient is a nonprofit organization.   | <input type="checkbox"/> Recipient is an educational institution. | <input type="checkbox"/> Recipient is receiving an award less than \$25,000. |

I, **L. E. "Bummy" Williams** [responsible official],  
certify that **Taylor County Sheriff's Office** [recipient] is  
not required to prepare an EEOP for the reason(s) checked above, pursuant to 28 C.F.R. § 42.302.  
I further certify that **Taylor County Sheriff's Office** [recipient]  
will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of  
services.

**L. E. "Bummy" Williams**

Print or Type Name and Title  
**Sheriff**

Signature

Date

### Section B—Declaration Claiming Exemption from the EEOP Submission Requirement and Certifying That an EEOP Is on File for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$25,000 or more, but less than \$500,000, then the recipient agency does not have to submit an EEOP to the OCR for review as long as it certifies the following (42 C.F.R. § 42.305):

I, \_\_\_\_\_ [responsible official],  
certify that \_\_\_\_\_ [recipient],  
which has fifty or more employees and is receiving a single award or subaward for \$25,000 or more, but less than  
\$500,000, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt. E. I further certify that within the last  
twenty-four months, the proper authority has formulated and signed into effect the EEOP and, as required by applicable  
federal law, it is available for review by the public, employees, the appropriate state planning agency, and the Office for  
Civil Rights, Office of Justice Programs, U.S. Department of Justice. The EEOP is on file at the following office:

\_\_\_\_\_ [organization],  
\_\_\_\_\_ [address].

Print or Type Name and Title

Signature

Date

### Section C—Declaration Stating that an EEOP Short Form Has Been Submitted to the Office for Civil Rights for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$500,000 or more, then the recipient agency must send an EEOP Short Form to the OCR for review.

I, \_\_\_\_\_ [responsible official],  
certify that \_\_\_\_\_ [recipient],  
which has fifty or more employees and is receiving a single award of \$500,000 or more, has formulated an EEOP in  
accordance with 28 CFR pt. 42, subpt. E, and sent it for review on \_\_\_\_\_ [date] to the  
Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

Print or Type Name and Title

Signature

Date

2-I

## TAYLOR COUNTY BOARD OF COMMISSIONERS

### *County Commission Agenda Item*

**SUBJECT/TITLE:**

Request approval for the Board to hold the first of two public hearings September 17, 2013 at 5:30 pm to discuss and receive public input for the possible grant submission for the upcoming funding cycle of the FFY2013 Department of Economic Opportunity (DEO) Small Cities Community Development Block Grant (CDBG) Program.

**MEETING DATE REQUESTED:**

August 5, 2013

**Statement of Issue:** Board to approve holding the first of two public hearings September 17, 2013 at 5:30 pm to discuss and receive public input for the upcoming CDBG funding cycle. The second public hearing will be held once timelines and local advisory board meetings have been finalized for the grant submission.

**Recommended Action:** Approve first of two public hearings to be set for September 17, 2013 at 5:30 pm.

**Fiscal Impact:** The County will consider submitting grant application requesting funding assistance up to \$750,000.

**Budgeted Expense:** Y/N Not applicable at this time

**Submitted By:** Melody Cox

**Contact:** Melody Cox

### SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

**History, Facts & Issues:** CDBG grant funds must be can be used for housing rehabilitation, neighborhood revitalization, commercial revitalization, and/or economic development and job creation programs. Submitting grant application requesting funding assistance through the housing rehabilitation or neighborhood revitalization program will have no negative impact on the County being eligible to submit application for economic development and job creation programs. 51% of the grant funds must benefit low and moderate income persons. The time for the public hearing to be held was provided by the Clerk's office. Jordan & Associates will be working with the County preparing the application and holding public



hearings and local advisory meetings which are required for the grant submission. If awarded the grant, Jordan & Associates will administer the grant on behalf of the county under the auspices of the County Administrator and Grants.

**Attachments: First Public Hearing Notice**

TAYLOR COUNTY  
FIRST PUBLIC HEARING NOTICE

Taylor County is considering submitting an application for funding of up to \$750,000 through the Department of Economic Opportunity (DEO) under the Small Cities Community Development Block Grant (CDBG) program for FFY 2013. These funds must be used for one of the following purposes:

1. To benefit low and moderate income persons; or
2. To aid in the prevention or elimination of slums or blight; or
3. To meet other community development needs of recent origin having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and where other financial resources are not available to meet such needs.

The categories of activities for which these funds may be used are in the areas of housing, neighborhood revitalization, commercial revitalization, or economic development and include such improvement activities as acquisition of real property, loans to private-for-profit business, purchase of machinery and equipment, construction of infrastructure, rehabilitation of houses and commercial buildings, and energy conservation. Additional information regarding the range of activities that may be undertaken will be provided at the public hearing.

For each activity that is proposed, at least 51% of the funds must benefit low and moderate income persons.

In developing an application for submission to DEO, Taylor County must plan to minimize displacement of persons as a result of planned CDBG activities. In addition, Taylor County has developed a plan to assist displaced persons.

The public hearing to receive citizen views concerning the community's economic and community development needs will be held at the Taylor County Administrative Complex, 201 East Green Street, Perry, FL on Tuesday, September 17, 2013, at 5:30 p.m. For information concerning the public hearing, contact Melody Cox, Grants Director, at (850) 838-3553.

The public hearing is being conducted in a handicapped accessible location. Any handicapped person requiring an interpreter for the hearing impaired or the visually impaired should contact Melody Cox at least five calendar days prior to the meeting and an interpreter will be provided. Any non-English speaking person wishing to attend the public hearing should contact Melody Cox at least five calendar days prior to the meeting and a language interpreter will be provided. To access a Telecommunication Device for Deaf Persons (TDD) please call (800) 955-8771. Any handicapped person requiring special accommodation at this meeting should contact Melody Cox at least five calendar days prior to the meeting.

A Fair Housing Workshop will be conducted immediately after the public hearing on the same date and at the same location.

**EQUAL OPPORTUNITY EMPLOYMENT, HANDICAP ACCESSIBLE AND FAIR HOUSING  
JURISDICTION. THIS LOCAL GOVERNMENT SUPPORTS THE EMPLOYMENT OF  
SECTION 3 & W/MBE PERSONS.**

2-5

## **TAYLOR COUNTY BOARD OF COMMISSIONERS**

### ***County Commission Agenda Item***

**SUBJECT/TITLE:**

Board to discuss and approve Section 504 Compliance Policy, Evaluation Plan, Transition Plan, And Grievance/Complaint Procedures For State and Federal Grant Programs and Projects

**MEETING DATE REQUESTED:**

August 5, 2013

**Statement of Issue:** Board to discuss and approve Section 504 Compliance Policy For State and Federal Grant Programs and Projects

**Recommended Action:** Board of approve Section 504 Compliance Policy

**Fiscal Impact:** The Section 504 Compliance Policy is a now requirement for several state and federal grants.

**Submitted By:** Melody Cox

**Contact:** Melody Cox

### **SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS**

**History, Facts & Issues:** The County approved a Section 504 Compliance Policy, Evaluation Plan, Transition Plan, And Grievance /complaint Procedures For Community Development Block Grant Programs and Projects (CDBG) on May 15, 2012. Grants staff has noted new grant rules and regulations for other funding agencies are requiring a Section 504 Compliance Policy to ensure the County is making a reasonable effort to provide for handicap accessibility and does not discriminate against those with disabilities at County facilities, County sanctioned events and activities, and when hiring personnel.

**Attachments:** Taylor County Section 504 Compliance Policy, Evaluation Plan, Transition Plan, And Grievance/Complaint Procedures For State And Federal Grant Programs And Projects.

**TAYLOR COUNTY, FLORIDA  
SECTION 504 COMPLIANCE POLICY,  
EVALUATION PLAN,  
TRANSITION PLAN,  
AND GRIEVANCE/COMPLAINT  
PROCEDURES  
FOR STATE AND FEDERAL GRANT  
PROGRAMS AND PROJECTS**



August 2013

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## I. General Policy

### A. APPLICABILITY

This Section 504 Compliance Policy establishes procedures and guidelines that shall be used to effectuate compliance with nondiscrimination based on handicap to the end that no otherwise qualified individual with handicaps in the United States shall, solely by reason of his or her handicap, be excluded from participation in, be denied benefits of, or be subjected to discrimination under any program or activity receiving State or Federal financial assistance. Compliance with Section 504 does not assure compliance with requirements for accessibility by physically handicapped persons imposed under the Architectural Barriers Act of 1968. All State and Federally financed activities shall be accomplished in compliance with applicable state and federal laws.

### B. SECTION 504 LAW AND REGULATIONS

Laws relative to nondiscrimination based on handicap in state or federally assisted programs, in general, may be found in Section 504 of the Rehabilitation Act of 1973 (as amended), Section 109 of the Housing Community Development Act of 1974 (as amended), and 24 CFR, Part 8. The provisions of these nondiscriminatory procedures shall not be construed to conflict with or supersede the requirements of any other applicable state or federal laws or regulations. In regard to programs or activities in connection with state and federal grant administration regulations relating to nondiscriminatory practices are promulgated in the Uniform Federal Accessibility Standards (UFAS). This document, which sets standards for facility accessibility by physically handicapped persons for state and federally funded facilities, programs, and/or activities, is hereby incorporated by reference. Future

state or federal regulations applicable to nondiscriminatory practices under various grant programs shall supersede and/or supplement this policy.

C. DEFINITIONS

1. "Accessible," when used with respect to the design, construction or alteration of a facility or a portion of a facility other than an individual dwelling unit, means that the facility is located on an accessible route and when designed, constructed, altered, or adapted can be approached, entered, and used by individuals with physical handicaps.
2. "Accessible," when used with respect to the design, construction or alteration of an individual dwelling unit, means that the unit is located on an accessible route and when designed, constructed, altered, or adapted can be approached, entered, and used by individuals with physical handicaps.
3. "Accessible route," means a continuous unobstructed path connecting accessible elements and spaces in a building or facility that complies with the space and reach requirements of applicable standards prescribed by 24 CFR, Part 8, Section 8.32.
4. "Adaptability," means the ability of certain elements of a dwelling unit, such as kitchen counters, sinks, and grab bars, to be added to, raised, lowered, or otherwise altered, to accommodate the needs of persons with or without handicaps, or to accommodate the needs of persons with different types or degrees of disability.
5. "Auxiliary Aids," means services or devices that enable persons with impaired sensory, manual, or speaking skills to have an equal opportunity to participate in, and enjoy the benefits of, programs or activities receiving Federal finance assistance (i.e., readers, Braille materials, audio recordings, telephone communication devices for deaf persons(TDD's), interpreters, etc.).

6. "Individual with handicaps," means any person who has a physical or mental impairment that substantially limits one or more major life activities; has a record of such an impairment; or is regarded as having such an impairment.
7. "Qualified individual with handicap," means:
  - (a) with respect to employment, an individual with handicaps who, with reasonable accommodation, can perform the essential functions of the job in question; and
  - (b) with respect to any non-employment program, an individual with handicaps who meets the essential eligibility requirements and who can achieve the purpose of the program or activity without modifications in the program or activity that Taylor County can demonstrate would result in a fundamental alteration in its nature; or
  - (c) with respect to any other non-employment program or activity, an individual with handicaps who meets the essential eligibility requirements for participation in, or receipt of benefits from the program or activity.
8. "Undue hardship," means financial or administrative burdens, which would be imposed on the operation of Taylor County's program. Factors to be considered include:
  - (a) The overall size of Taylor County's program with respect to number of employees, number and type of facilities, and size of budget;
  - (b) The type of Taylor County's operation, including the composition and structure of the workforce; and
  - (c) The nature and cost of the accommodation needed.



## II. COMMUNICATIONS

### A. AUXILIARY AIDS

Taylor County shall furnish appropriate auxiliary aids where necessary to afford an individual with handicaps an equal opportunity to participate in, and enjoy the benefits of, a program or activity receiving State or Federal financial assistance. The County is not required to provide individually prescribed devices or other devices of a personal nature. Where the County communicates with applicants and beneficiaries via telephone, telecommunication devices for deaf persons (TDD's) shall be used. The telephone number to utilize the TDD is (800) 955 – 8770. This is a statewide Telecommunications Relay Service. The Relay Service provides 24 – hour telephone access staffed by specially trained Communications Assistants using special telecommunications equipment. Taylor County shall adopt and implement procedures to ensure that interested persons (including person with impaired vision or hearing) can obtain information concerning the existence and location of accessible services, activities, and facilities. Mobility impaired persons in wheelchairs should call ahead for assistance, blind individuals should call ahead for escorts, and deaf persons should call ahead for an interpreter (person schooled in sign language). In brief, if the disabled person calls County offices prior to the event and communicates to the County Administrator or other management and/or appropriate staff the particular problem, which he or she has, assistance will be provided accordingly. However, Section 504 does not require the County to take action that the County can demonstrate would result in a fundamental alteration in the nature of the program or activity or in undue financial and administrative burdens.

### III. EMPLOYMENT

#### A. GENERAL PROHIBITIONS

No qualified individual with handicaps shall, solely on the basis of handicap, be subjected to discrimination in employment under any program or activity that receives State or Federal financial assistance.

#### B. REASONABLE ACCOMMODATION

Taylor County shall make reasonable accommodation to known physical or mental limitations of an otherwise qualified applicant with handicaps or employee with handicaps, unless the County can demonstrate that the accommodations would impose an undue hardship on the operation of its program. The County may not deny any employment opportunity to a qualified handicapped employee or applicant if the basis for the denial is the need to make reasonable accommodation to the physical or mental limitations of the employee or applicant.

#### C. EMPLOYMENT CRITERIA

Taylor County will not use any employment test or other selection criterion that screens out individuals with handicaps nor make any pre-employment inquiry of an applicant to determine whether the applicant is an individual with handicaps or to the nature or severity of a handicap. The County may, however, make pre-employment inquiry into an applicant's ability to perform job-related functions.

#### **IV. PROGRAM ACCESSIBILITY**

##### **A. GENERAL REQUIREMENTS**

No qualified individual with handicaps shall, because Taylor County's facilities are inaccessible to or unusable by individuals with handicaps, be denied the benefits of, be excluded from participation in, or otherwise be subjected to discrimination under any program or activity that receives State or Federal financial assistance.

##### **B. NON-HOUSING FACILITIES**

New non-housing facilities shall be designed and constructed to be readily accessible to and usable by individuals with handicaps. Alterations to existing non-housing facilities shall, to the maximum extent feasible, be made to make them more readily accessible to and usable by individuals with handicaps. The County shall operate each non-housing program or activity receiving State or Federal financial assistance so that the program or activity, when viewed in its entirety is readily accessible to and usable by individuals with handicaps.

###### **1. Methods**

Taylor County may comply with the requirements of this section through such means as location of programs or services to ensure accessible facilities or accessible portions of facilities, assignment of aides to beneficiaries, home visits, the addition or redesign of equipment, changes in management policies or procedures, acquisition or construction of additional facilities, or alterations to existing facilities. The County is not required to make structural changes in existing facilities

where other methods are effective in achieving compliance with this section.

## 2. Historic Preservation Programs or Activities

In meeting Section 504 requirements in historic preservation programs or activities, Taylor County shall give priority to methods that provide physical access to individuals with handicaps. However, in cases where a physical alteration to a historical property would substantially impair the “significant historic features” of the property or result in undue financial and administrative burdens, the structural modifications need not be made. In unique cases where this occurs, the precise alterations, impact and reasons for noncompliance shall be completely documented.

## V. ENFORCEMENT

### A. ASSURANCES

An applicant for Federal financial assistance for a program or activity to which Section 504 applies shall submit an assurance to HUD on a form specified by the responsible Civil Rights Official that the program or activity will be operated in compliance with Section 504. In the case of Federal financial assistance extended in the form of real property or to provide real property or structures on the property, the assurance will obligate Taylor County for the period during which the real property or structures are used for the purpose for which Federal financial assistance is extended. In the case of Federal financial assistance extended to provide personal property, the assurance will obligate the County for the period during which it retains ownership or possession of the property. In all other cases, the assurance will

obligate the County for the period during which Federal financial assistance is extended.

**B. SELF-EVALUATION**

Taylor County shall, as expeditiously as possible, and after consultation with interested persons, including individuals with handicaps or with organizations representing those individuals:

1. Evaluate its current policies and practices to determine whether they do not or may not meet the requirements of Section 504;
2. Modify any policies and practices that do not meet the requirements of Section 504; and
3. Take appropriate corrective steps to remedy the discrimination.

The attached Self-Evaluation Plan will be utilized to review each public facility for accessibility and compliance. The results of this evaluation are to be utilized in preparing the Transition Plan.

A recipient that employs fifteen or more persons shall, for at least three years following completion of the evaluation, maintain on file, make available for public inspection, and provide to the responsible Civil Rights Official, upon request: a list of the interested persons consulted, a description of areas examined and any problems identified, and a description of any modifications made and or any remedial steps taken.

C. DESIGNATION OF RESPONSIBLE EMPLOYEE

A recipient that employs fifteen or more persons shall designate at least one person to coordinate its efforts with Section 504. The responsible person designated is \_\_\_\_\_ and can be reached at telephone number \_\_\_\_\_.

VI. GRIEVANCE PROCEDURES / COMPLAINT RESOLUTION

A. GENERAL PROVISIONS

A recipient that employs fifteen or more persons shall adopt grievance procedures that incorporate appropriate due process standards and that provide for the prompt and equitable resolution of complaints alleging any action prohibited by Section 504.

B. NOTICE

A recipient that employs fifteen or more persons shall take appropriate initial and continuing steps to notify participants, beneficiaries, applicants and employees, including those with hearing and vision impairments, and unions and professional organizations that it does not discriminate on the basis of handicap. The notification shall state that the recipient does not discriminate in regards to its federally assisted programs. The notification shall also include an identification of the responsible employee designated to coordinate with Section 504 (See Section V, Paragraph C above). The initial notification shall be made as soon as possible but within 90 days of Policy adoption. Methods of notification may include the information discussed in this paragraph. The recipient must also ensure that members of the population likely to be affected directly by a federally assisted program who

have visual or hearing impairments are provided with the information necessary to understand and participate in the program.

#### C. GRIEVANCE PROCEDURES

Any person or any representative of such a person who believes that he or she has been discriminated against should first contact, in writing, the person identified as Coordinator on page 9 of this policy. The grievance must be filed within thirty days of the alleged discriminatory act and must give the following:

1. Name and address of the complainant;
2. Name and address of the alleged offending party;
3. Specific details, in near chronological order, of events leading to the alleged action;
4. The alleged discrimination;
5. Names, addresses and phone numbers of any witnesses or other persons having knowledge of the circumstances; and
6. Any other relevant information.

The Coordinator will attempt to satisfactorily resolve the issue, informally, by contacting the involved parties within twenty days of receipt. Documentation of all phone calls, contracts and information received or disseminated must be carefully kept. Additionally, the members of the elected government must be kept informed and up-to-date regarding the grievance and the progress in resolution. This information flow will occur via

written progress reports, no less frequently than monthly, and discussions, as necessary, at each regularly scheduled meeting of the elected body.

The Citizens Advisory Task Force (CATF) will be called into session to advise the Coordinator and to prepare a plan for resolution should initial resolution attempts fail. This group will function in an advisory capacity. Records of the proceedings will be maintained and forwarded to the elected body. The CATF may call both parties together in an attempt to reach an amicable solution. The Coordinator will act as the intermediary between the CATF and the electorate and will ensure the same information flow as described above. The CATF is currently comprised of the members of the Local Housing Assistance Board (LHAB). The CATF members may change periodically or may consist of a membership other than the LHAB if so desired by the Board of Commissioners.

Should informal resolution be unsuccessful, the grievance will be elevated to the formal stage. All communications will occur only in written form, via certified mail. The County's attorney will become the lead official, acting on behalf of and with the consent of the local governing body. Maximum effort will be given to achievement of a mutually agreeable resolution with all proceedings and communications thoroughly and precisely documented.

If the preceding attempts remain unsuccessful, the matter shall be officially brought to the attention of the applicable State or Federal agency and their guidance solicited and followed.



Information in the sections which follow expand further on grievance/complaints which have exhausted local capability.

**D. COMPLIANCE INFORMATION**

Each recipient shall keep such records and submit to the responsible Civil Rights Official complete and accurate compliance reports upon request. The records shall indicate the extent to which individuals with handicaps are beneficiaries of federally assisted programs. Each recipient shall permit access to these records by the responsible Civil Rights Official and the general public during normal business hours.

**E. DISCRIMINATION COMPLAINTS/GRIEVANCES**

Any person, or any representative of such person, who believes that he or she has been discriminated against may file a confidential complaint with HUD's Office of Fair Housing and Equal Opportunity, Department of Housing and Urban Development, or other applicable County, State, or Federal agency. The written complaint must be filed within 180 days of the alleged discriminatory act. The complaint must give the name and address of the alleged complainant, the name and address of the offending party, and the details of the events leading to the charge of discrimination. The responsible Civil Rights Official will notify both the complainant and the recipient of the agency's receipt of the complaint within ten calendar days.

**F. COMPLAINT / GRIEVANCE RESOLUTION**

The HUD or other applicable agency Civil Rights Official will review the case for acceptance, rejection, or referral within twenty days of

acknowledgement of receipt of the complaint. The recipient of State or Federal monies is then notified of the complaint and is given a chance to respond in writing within thirty days of receiving it. HUD or other applicable officials then attempt to resolve the complaint informally. If informal resolution is not possible, an investigation is conducted resulting in either a dismissal of the complaint or a letter of findings against the recipient which must be issued within 180 days of receipt of the complaint. The letter of findings is then sent via certified mail, return receipt requested, to both the complainant and the recipient. Within ten days of notification of noncompliance, the recipient may volunteer to comply with the regulation. Otherwise, compliance may be effected by the suspension or termination of, or refusal to grant or continue State or Federal financial assistance.

This last measure is the end result of a process, which goes through many channels: (1) the recipient is notified of its failure to comply, (2) a finding of noncompliance is formally recorded after the recipient has been given the opportunity for a hearing, (3) the Secretary of HUD or other applicable agency approves the action, and (4) thirty days expire after the Secretary has filed a report with the committees of the House and Senate having legislative jurisdiction over the program or activity involved.

Intimidatory or retaliatory acts by the recipient or the offended party are prohibited. No intimidation, threats, coercion, or discrimination against any person for having participated in this investigation is permitted. The identity of complainants shall be kept confidential except to the extent necessary to carry out the intent of this policy.

Approved by the County Commission of Taylor County, Florida, this \_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Chairman

ATTEST

\_\_\_\_\_  
Clerk

**ATTACHMENT A  
SELF-EVALUATION PLAN**

**1. Parking:**

- (a) Handicapped designated parking spaces provided
- (b) Spaces closest to accessible entrance and on accessible route
- (c) Spaces minimum of 96" in width
- (d) Access aisle adjacent to parking space and minimum of 60" in width
- (e) Slope of space and access aisle in maximum 1:50
- (f) Spaces marked with universal access codes

**2. Accessible Route:**

- (a) Unobstructed path
- (b) Minimum width of 36"
- (c) Minimum passing space of 60" at 200' intervals
- (d) Minimum head room of 80"
- (e) Surface texture of firm, stable, non-slip material
- (f) Slope not to exceed 1:20
- (g) If slope exceeds .5", install ramp (see Section 5)
- (h) Gratings of maximum .5" width in direction of route

**3. Outside Paths and Walks:**

- (a) Minimum of one accessible route in boundary of site from public transportation stops, parking, passenger loading zones, streets or sidewalks.

**4. Curb Ramps:**

- (a) Provided where an accessible route crosses a curb
- (b) Maximum slope of 1:12
- (c) Minimum width of 36"
- (d) Firm, stable, non-slip surface
- (e) Maximum slope of flared sides of 1:10 if no hand or guard rails provided

**5. Ramps:**

- (a) Provided on any part of an accessible route with a slope exceeding 1:20
- (b) Maximum slope of 1:12
- (c) Maximum cross slope of 1:50
- (d) Firm, stable, non-slip surface
- (e) 30" to 34" high handrails extending 1' beyond top and bottom of ramp provided is ramp rise exceeds 6" and run exceeds 72"
- (f) Edge protection to prevent slipping off ramps
- (g) Level landing same width as ramp and minimum of 60" in length at top and bottom of ramp and at turn of ramp

## 6. Building Entrance

- (a) Minimum of one principle entrance
- (b) On an accessible route
- (c) Level entry or sloped with a 32" non-revolving door
- (d) Minimum of 32" width
- (e) Entryway clear of obstacles
- (f) Hardware maximum height of 48", and push/pull type or lever operated
- (g) Maximum of 8.5 lbf exterior hinged door, 5 lbf interior hinged, sliding or folding
- (h) Maximum of .5" height with leveled edge and maximum slope of 1:2

## 7. Elevators:

- (a) Minimum of one serving each level on an accessible route in a multi-story facility where levels are not connected by ramps
- (b) Self-leveling with reopening devices
- (c) Doors remain open for 3 seconds
- (d) Minimum side opening of 51" x 58" and minimum front opening of 51" x 80"
- (e) Centered maximum of 42" from floor and light
- (f) Control panel maximum of 48" from floor with buttons minimum of 3/4 "and marked with raised characters

## 8. Lifts:

- (a) May be used in lieu of elevator
- (b) Minimum of 30" x 48"
- (c) Control panel maximum of 48" front approach and 54" parallel approach
- (d) One hand operable

## 9. Toilets:

- (a) On accessible route
- (b) Entrance door minimum of 32" with lever handle or push/pull type hardware
- (c) Door closer 5 lbf maximum effort to open
- (d) Unobstructed space
- (e) Doors on stalls minimum of 32" and stalls minimum of 36"
- (f) Grab bars 33-36" high at back and side of commode, 1.25-1.5" diameter, and 1.5 " clear of wall
- (g) Commode seat 17-19" height
- (h) Toilet paper dispenser 19" minimum above floor
- (i) Lavatory maximum 34" height, drain and hot water pipes insulated, and minimum 29" clearance below apron
- (j) Mirror bottom 40" maximum 17" above floor
- (k) Urinal basin opening maximum 17" above floor
- (l) Towel dispenser and disposal unit height 40" maximum above floor
- (m) Faucet handles extended

10. Drinking Fountains:

- (a) 50% of water fountains must be accessible on each floor, if only one is available, it must be accessible
- (b) On an accessible route
- (c) Spout mounted 36" above floor
- (d) Controls must be operable with one hand without grasping or twisting
- (e) Wall mounted bottom of apron to floor 26" minimum; built in 30" x 48" minimum in front of fountain

11. Warning Signals:

- (a) If warning systems are provided, both visual and audible should be provided
- (b) Signals must be perceptible above prevailing sounds
- (c) Signals must be visual—flashing exit signs

12. Meeting Rooms and Conference Areas:

- (a) Are all rooms handicapped accessible
- (b) Minimum of three wheelchair locations in lieu of seats
- (c) Wheelchair locations must be on an accessible route
- (d) Wheelchair locations forward access must be a minimum of 48" long x 33" wide and side access must be a minimum of 60" long x 33" wide
- (e) Performing areas must be on an accessible route
- (f) Listening systems must be audio looped and radio frequency acceptable

13. Public Telephones:

- (a) Minimum of one per floor if phones are installed
- (b) On an accessible route with clear floor space 30" x 48"
- (c) Highest operable control 48" for front approach and 54" for parallel approach
- (d) Control must be push buttons
- (e) At least one phone shall generate a magnetic field and at least one shall have a volume control for the hearing-impaired

Definition: Handicapped means wheelchair bound, mobility impaired, hearing impaired, deaf, and/or blind.

## **ATTACHMENT B**

### **SELF EVALUATION PLAN & TRANSITION PLAN PREPARATION PARTICIPATING PARTIES**

The below listed individuals, bodies, organization, firms, or individuals have participated in the preparation of the Transition Plan based on results obtained from analysis of the completed Self Evaluation Plan for each public facility.

Review of each facility deficiencies identified in the Self-Evaluation format was conducted with goals established for correction to the maximum extent of the County's capability. Factors considered in assigning implementation timeframes include, but are not limited to, the number of known handicapped individuals currently residing in the jurisdiction, an assessment of potential for future residence of handicapped individuals, age and material condition of the facility, intended use of the facility, potential for future use by handicapped persons, type of changes necessary to achieve compliance, estimated cost of achieving compliance, resource availability of the County to fund compliance changes, techniques available to obtain funding if not available, time frame estimates and/or projections based on current need and funding or on projected need and funding and any other unique non-quantifiable factors which may enter the decision process.

It is herein emphasized that the goal of attaining full compliance has been set and has been the guiding criteria of the participants listed.

#### **Participation Parties:**

Taylor County Board of Commissioners  
Taylor County Staff

# ATTACHMENT C

## TRANSITION PLAN FOR SECTION 504

Facility	Modifications Needed	Currently in Compliance? Yes or No	Target Date for Compliance
Taylor County Court House	Handicap Accessible Electric-automatic door	Yes, east door is automatic	May 2012, Completed May 2012 East automatic door installed
Keaton Beach Coastal Park	Sidewalk to ensure picnic pavilion is handicap accessible	Pavilion has handicap accessible picnic tables	January 2013
Hodges Park – Keaton Beach	Improvements to handicap accessibility of restroom	Yes- restrooms are compliant but renovations are needed	June 2014
Ideal Marina Boat Ramp - Steinhatchee	Paved parking and sidewalks to provide improved accessibility	Site does offer handicap parking. Picnic pavilion has handicap accessible picnic tables	January 2013 Completed May 2013
Forest Capital Hall	Handicap accessibility to restroom facilities	No – portable facilities are currently used at site when so needed at events and festivals	January 2015
Forest Capital Hall	Handicap accessibility to stage area	No – stage is not accessible at this time	July 2015
Williams Fish Camp Landing (Mandalay)	Designated handicap accessible parking	No designated handicap parking at this time	June 2014
Keaton Beach Coastal Park	Handicap accessible restroom facility	No rest rooms at this time	December 2018



2-K

## **TAYLOR COUNTY BOARD OF COMMISSIONERS**

### ***County Commission Agenda Item***

**SUBJECT/TITLE:**

Single Certification Firefighter/EMT in Training



**MEETING DATE REQUESTED:**

August 5, 2013

**Statement of Issue:**

This is a personnel recruiting tool designed to reduce employee turnover, encourage longevity and provide employment opportunities for local residents. This new position will allow Fire Rescue to hire an employee without minimum qualifications while working for Taylor County and simultaneously working on their State certification (new hire must be certified within 365 days).

**Recommended Action:**

Approve new position job description

**Fiscal Impact:**

\$9.77 per hour for full-time position

**Budgeted Expense:**

\$10.78 per hour for full-time position

**Submitted By:**

Deputy Chief Carl McAfee

**Contact:**

Deputy Chief Carl McAfee

### **SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS**

**History, Facts & Issues:** Firefighter/EMT minimum standards are set by the State of Florida. The qualified labor pool of potential applicants in Taylor and the surrounding counties is very limited. These two issues make it difficult to recruit, hire and retain qualified employees. Historically our new-hires commuting from Jacksonville / Tampa / Orlando do not stay for any length of time. Reducing the minimum qualifications of our new hires will increase the pool of applicants.

**Options:** Become more competitive with entry level salaries.

**Attachments:**

Taylor County Board of County Commissioners  
JOB TITLE: Single Certification  
Firefighter/EMT in Training

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EXEMPT (Y/N):	No	UNION (Y/N):	Yes (IAFF)
SALARY LEVEL:	Pay Grade 8		
LOCATION:	Fire Rescue	DEPARTMENT:	Fire Rescue
SUPERVISOR:	Fire Chief		
PREPARED BY:	Human Resources	DATE:	7/9/2013
APPROVED BY:	BCC	Edited:	

---

**SUMMARY:**

This is a responsible and technical position involved in the prevention, control, and extinguishment of fires in order to protect life and property. This position also involves providing accurate basic and advanced life support knowledge and skills in an emergency medical setting.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

- ◆ Maintain fire station and grounds.
- ◆ Inspect and start up all fire fighting and rescue equipment daily, repair/replace as necessary.
- ◆ Participate in in-service training and practices.
- ◆ Complete and maintain logs, forms, and reports of activities.
- ◆ Possess knowledge of water mains, fire hydrants, and major fire hazards.
- ◆ Possess geographic knowledge of the City and County.
- ◆ Provide BLS patient care in accordance with standards.
- ◆ Any other reasonable duties deemed necessary by supervisor.

**QUALIFICATION REQUIREMENTS:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The physical requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met by an employee to **successfully perform the essential functions of this job**. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Performing firefighting tasks (e.g., hose line operations, extensive crawling, lifting, carrying heavy objects, ventilating roofs or walls using power or hand tools, and forcible entry), rescue operations and other emergency response actions under stressful conditions while wearing personal protective ensembles and self-contained breathing apparatus (SCBA), including working in extremely hot or cold environments for prolonged time periods.
2. Wearing an SCBA, which includes a demand valve-type positive-pressure face piece or HEPA filter masks, which requires the ability to tolerate increased respiratory workloads.
3. Exposure to toxic fumes, irritants, particulates, biological (infectious) and non-biological hazards, and/or heated gases, despite the use of personal protective ensembles and SCBA.

# Taylor County Board of County Commissioners

## JOB TITLE: Single Certification

### Firefighter/EMT in Training

4. Climbing six or more flights of stairs while wearing fire protective ensemble weighing at least 50 lbs. or more and carrying equipment/tools weighing an additional 20 to 40 lbs.
5. Wearing fire protective ensemble that is encapsulating and insulated, which will result in significant fluid loss that frequently progresses to clinical dehydration and can elevate core temperature to levels exceeding 102.2°F (39°C).
6. Searching, finding, and rescue-dragging or carrying victims ranging from newborns up to adults weighing over 200 lbs. to safety despite hazardous conditions and low visibility.
7. Advancing water-filled 2 ½ diameter hose lines from fire apparatus to occupancy [approximately 150 ft.], which can involve negotiating multiple flights of stairs, ladders, and other obstacles.
8. Climbing ladders, operating from heights, walking or crawling in the dark along narrow and uneven surfaces, and operating in proximity to electrical power lines and/or other hazards.
9. Unpredictable emergency requirements for prolonged periods of extreme physical exertion without benefit of warm-up, scheduled rest periods, meals, access to medication(s), or hydration.
10. Operating fire apparatus or other vehicles in an emergency mode with emergency lights and sirens.
11. Critical, time-sensitive, complex problem solving during physical exertion in stressful, hazardous environments, including hot, dark, tightly enclosed spaces, which is further aggravated by fatigue, flashing lights, sirens, and other distractions.
12. Ability to give and comprehend verbal orders while wearing personal protective ensembles and SCBA under conditions of high background noise, poor visibility, and drenching from hose lines and/or fixed protection systems (sprinklers), hear alarm signals, hear and locate the source of calls for assistance from victims or other firefighters.
13. Functioning as an integral component of a team, where sudden incapacitation of a member can result in mission failure or in risk of injury or death to civilians or other team members.
14. Must successfully pass a physical exam by the Medical Director.
15. Must successfully pass a physical assessment test.
16. While performing the duties of this job, employee is required to talk and to hear.
17. Required to stand; walk; sit; and use hands and fingers.
18. Employee is required to operate various motor vehicles and heavy equipment.
19. Often required to lift and/or move heavy items or patients exceeding one's own body weight.
20. Sufficient physical strength and agility to perform heavy lifting.
21. Often required to work long hours on limited rest.

#### **OTHER KNOWLEDGE, SKILLS AND ABILITIES:**

- ◆ Must have the ability to act and respond quickly in emergencies.

#### **WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- ◆ While performing this job, the employee often works near moving mechanical parts and heavy equipment and vehicles.
- ◆ Occasionally exposed to fumes and/or airborne particles, toxic or caustic chemicals, and outdoor weather conditions.

# Taylor County Board of County Commissioners

## JOB TITLE: Single Certification

### Firefighter/EMT in Training

- ♦ Job requires working in an office environment; outdoor environments in all weather; and can often be in a high stress situation.

#### **EDUCATION AND/OR EXPERIENCE:**

Must have graduated from high school or received GED and have progressive responsibilities with a combination of training which provides the required knowledge, skills, and abilities to perform this job.

#### **CERTIFICATES, LICENSES, REGISTRATION:**

Requirements include those established by Section 633.34, 633.35, Florida Statutes, as relates to initial certifications as a firefighter OR certification as an Emergency Medical Technician as prescribed in Florida Statutes, Chapter 401 and Florida Rules 10D-66. Possession of a current valid Florida Class E driver's license is required.

#### **APPLICATIONS:**

Applications can be obtained from [www.taylorcountygov.com](http://www.taylorcountygov.com) but must be returned directly to WORKFORCE by one of the following ways: Save the application to either a disk or computer after you fill it out, then email to: [EFM-Employers@nfwdb.org](mailto:EFM-Employers@nfwdb.org) with your application attached or print and deliver to MOBILE CAREER LAB at **SAVE-A-LOT and Goodwill Shopping Plaza** on Tuesdays, Wednesdays or Thursdays 9:00 A.M.– 4:00 P.M.; or mail to 705 E. Base Street, Madison, FL. 32340 or fax to (850) 973-9757. Position will be open until filled. Taylor County Board of County Commissioners is an EEO, Veterans Preference, Drug testing, background checking employer.

2-4

## TAYLOR COUNTY BOARD OF COMMISSIONERS

### County Commission Agenda Item

**SUBJECT/TITLE:**



Padraic Juarez, Interim Administrator of the Florida Department of Health in Taylor County, to submit Third Quarter Amendments to the Board for the County Core Contract.

**Meeting Date:**

8/5/13

**Statement of Issue:** Request approval of Amendments to Core Contract for 3rd quarter based on actual financial data reported

**Recommendation:** Approval of Contract Amendments via **consent agenda**

**Fiscal Impact:** \$ 0

**Budgeted Expense:** Yes ☒ No ☐ N/A ☐

**Submitted By:** Dawn Gunter, Business Manager for Padraic Juarez, Administrator

**Contact:** Dawn Gunter 584-5087, press #, ext. 131 or Padraic Juarez, ext. 142

### SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

**History, Facts & Issues:**

**Options:**

1. \_\_\_\_\_

2. \_\_\_\_\_

3rd Quarter Contract Amendments

**Attachments:**

1. \_\_\_\_\_

2. \_\_\_\_\_

**Mission:**

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



**Rick Scott**  
Governor

**John H. Armstrong, MD, FACS**  
State Surgeon General & Secretary

**Vision:** To be the Healthiest State in the Nation

July 19, 2013

The Honorable Pam Feagle, Chairman  
Taylor County Board of County Commissioners  
Post Office Box 620  
Perry, FL 32348

RE: FY 2012-13 Contract between the Taylor Board of County Commissioners and the Department of Health for operation of the Taylor County Health Department

Dear Chairman Feagle:

As specified in paragraph 4, section d, of the above referenced contract, either party may increase or decrease funds to the contract upon written notification to the other party. Please find the following:

- An updated summary of funding revisions
- Page 2 of the contract reflecting updated funding adjustments
- Revised Attachment II, Parts II and III, incorporating the changes indicated in the summary and covering the period subsequent to the contract amendment
- A revised Attachment II, Part I, and Attachment V updating planned special projects

If you have any questions, please feel free to contact me at (850) 584-5087, extension 142.

Sincerely,

A handwritten signature in black ink, appearing to read "Padraic Juarez".

Padraic Juarez, Interim Administrator  
Taylor County Health Department

Enclosures

Cc: Beth Benton, Bureau of Budget Management

**Summary of Funding Revisions**

The Florida Department of Health in Taylor County

Funding Revisions for Contract Year 2012-2013

*As of June 30, 2013*

Program		Previous 3/31/2013	Updated 6/30/2013	Increase/Decrease
County Drawdown	400	\$ 182,033.00	\$ 275,830.00	\$ 93,797.00
Medicaid- Dental		\$ 288,000.00	\$ 287,853.00	\$ (147.00)
State Drawdown	400	\$ (182,033.00)	\$ (275,830.00)	\$ (93,797.00)
Community Needs Assessment	238	\$ -	\$ 69,889.00	\$ 69,889.00
Dental Special Projects	240	\$ 9,000.00	\$ 24,553.00	\$ 15,553.00
<b>Total</b>		<b>\$ 297,000.00</b>	<b>\$ 297,000.00</b>	<b>\$ 85,295.00</b>

funds and shall include those services mandated on a state or federal level. Examples of environmental health services include, but are not limited to, food hygiene, safe drinking water supply, sewage and solid waste disposal, swimming pools, group care facilities, migrant labor camps, toxic material control, radiological health, occupational health.

b. "Communicable disease control services" are those services which protect the health of the general public through the detection, control, and eradication of diseases which are transmitted primarily by human beings. Communicable disease services shall be supported by available federal, state, and local funds and shall include those services mandated on a state or federal level. Such services include, but are not limited to, epidemiology, sexually transmissible disease detection and control, HIV/AIDS, immunization, tuberculosis control and maintenance of vital statistics.

c. "Primary care services" are acute care and preventive services that are made available to well and sick persons who are unable to obtain such services due to lack of income or other barriers beyond their control. These services are provided to benefit individuals, improve the collective health of the public, and prevent and control the spread of disease. Primary health care services are provided at home, in group settings, or in clinics. These services shall be supported by available federal, state, and local funds and shall include services mandated on a state or federal level. Examples of primary health care services include, but are not limited to: first contact acute care services; chronic disease detection and treatment; maternal and child health services; family planning; nutrition; school health; supplemental food assistance for women, infants, and children; home health; and dental services.

4. **FUNDING.** The parties further agree that funding for the CHD will be handled as follows:

a. The funding to be provided by the parties and any other sources are set forth in Part II of Attachment II hereof. This funding will be used as shown in Part I of Attachment II.

i. The State's appropriated responsibility *(direct contribution excluding any state fees, Medicaid contributions or any other funds not listed on the Schedule C)* as provided in Attachment II, Part II is an amount not to exceed \$1,186,846.00 *(State General Revenue, Other State Funds and Federal Funds listed on the Schedule C)*. The State's obligation to pay under this contract is contingent upon an annual appropriation by the Legislature.

ii. The County's appropriated responsibility *(direct contribution excluding any fees, other cash or local contributions)* as provided in Attachment II, Part II is an amount not to exceed \$50,000.00 *(amount listed under the "Board of County Commissioners Annual Appropriations section of the revenue attachment)*.



# ATTACHMENT II

## TAYLOR COUNTY HEALTH DEPARTMENT Part II. Sources of Contributions to County Health Department

October 1, 2012 to September 30, 2013

		State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contribution	Total
<b>1. GENERAL REVENUE - STATE</b>						
015040	AIDS PREVENTION	0	0	0	0	0
015040	AIDS SURVEILLANCE	0	0	0	0	0
015040	ALG/CESSPOOL IDENTIFICATION AND ELIMINATION	0	0	0	0	0
015040	ALG/CONTR TO CHDS-AIDS PATIENT CARE	0	0	0	0	0
015040	ALG/CONTR TO CHDS-AIDS PATIENT CARE NETWORK	0	0	0	0	0
015040	ALG/CONTR TO CHDS-SOVEREIGN IMMUNITY	0	0	0	0	0
015040	MINORITY OUTREACH-PENALVER CLINIC - MIAMI-DADE	0	0	0	0	0
015040	PREPAREDNESS GRANT MATCH	4,043	0	4,043	0	4,043
015040	SCHOOL HEALTH GENERAL REVENUE	54,941	0	54,941	0	54,941
015040	STATEWIDE DENTISTRY NETWORK - ESCAMBIA	0	0	0	0	0
015040	STD GENERAL REVENUE	0	0	0	0	0
015040	TREASURE COAST MIDWIFERY - MARTIN	0	0	0	0	0
015040	HEALTHY START MED-WAIVER - CLIENT SERVICES	0	0	0	0	0
015040	JESSIE TRICE CANCER CTR/HEALTH CHOICE - MIAMI-DADE	0	0	0	0	0
015040	LA LIGA-LEAGUE AGAINST CANCER - MIAMI-DADE	0	0	0	0	0
015040	MANATEE COUNTY RURAL HEALTH SERVICES	0	0	0	0	0
015040	METRO ORLANDO URBAN LEAGUE - ORANGE	0	0	0	0	0
015040	MIGRANT LABOR CAMP SANITATION	0	0	0	0	0
015040	DENTAL SPECIAL INITIATIVES	6,542	0	6,542	0	6,542
015040	DUVAL TEEN PREGANCY PREVENTION - DUVAL	0	0	0	0	0
015040	FAMILY PLANNING GENERAL REVENUE	26,953	0	26,953	0	26,953
015040	FL CLPPP SCREENING & CASE MANAGEMENT	0	0	0	0	0
015040	FL HEPATITIS & LIVER FAILURE PREVENTION/CONTROL	0	0	0	0	0
015040	HEALTHY START MED WAIVER - SOBRA	0	0	0	0	0
015040	ALG/IPO HEALTHY START/IPO	0	0	0	0	0
015040	ALG/PRIMARY CARE	112,960	0	112,960	0	112,960
015040	BREAST & CERVICAL - ADMINISTRATION/CASE MANAGEMENT	0	0	0	0	0
015040	COMMUNITY SMILES - MIAMI-DADE	0	0	0	0	0
015040	COMMUNITY TB PROGRAM	5,742	0	5,742	0	5,742
015040	COUNTY SPECIFIC DENTAL PROJECTS - ESCAMBIA	0	0	0	0	0
015050	NON-CATEGORICAL GENERAL REVENUE	348,066	0	348,066	0	348,066
<b>GENERAL REVENUE TOTAL</b>		559,247	0	559,247	0	559,247
<b>2. NON GENERAL REVENUE - STATE</b>						
015010	ALG/CONTR. TO CHDS-BIOMEDICAL WASTE	1,670	0	1,670	0	1,670
015010	ALG/CONTR. TO CHDS-SAFE DRINKING WATER PRG	0	0	0	0	0
015010	CHD PROGRAM SUPPORT	69,889	0	69,889	0	69,889
015010	FOOD AND WATERBORNE DISEASE PROGRAM ADM TF/DACS	0	0	0	0	0
015010	PREPAREDNESS GRANT MATCH	0	0	0	0	0
015010	PUBLIC SWIMMING POOL PROGRAM	0	0	0	0	0
015010	SCHOOL HEALTH TOBACCO TF	17,573	0	17,573	0	17,573
015010	TOBACCO ADMINISTRATION & MANAGEMENT	0	0	0	0	0
015010	TOBACCO COMMUNITY INTERVENTION	116,830	0	116,830	0	116,830
015020	TRANSFER FROM ANOTHER STATE AGENCY	0	0	0	0	0
015020	TRANSFER FROM ANOTHER STATE AGENCY	0	0	0	0	0
015020	TRANSFER FROM ANOTHER STATE AGENCY	0	0	0	0	0
015060	NON-CATEGORICAL TOBACCO REBASING	3,711	0	3,711	0	3,711

# ATTACHMENT II.

## TAYLOR COUNTY HEALTH DEPARTMENT Part II. Sources of Contributions to County Health Department

October 1, 2012 to September 30, 2013

	State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contributions	Total
<b>NON GENERAL REVENUE TOTAL</b>	209,673	0	209,673	0	209,673
<b>3. FEDERAL FUNDS - State</b>					
007000 ABSTINENCE EDUCATION GRANT PROGRAM	0	0	0	0	0
007000 AIDS PREVENTION	0	0	0	0	0
007000 AIDS SURVEILLANCE	0	0	0	0	0
007000 BIOTERRORISM HOSPITAL PREPAREDNESS	0	0	0	0	0
007000 CHRONIC DISEASE PREVENTION & HEALTH PROMOTION	32,000	0	32,000	0	32,000
007000 COASTAL BEACH MONITORING PROGRAM	0	0	0	0	0
007000 TUBERCULOSIS CONTROL - FEDERAL GRANT	0	0	0	0	0
007000 UNINTENDED/UNWANTED PREG-TEEN PREGNANCY PREV	25,750	0	25,750	0	25,750
007000 WIC ADMINISTRATION	0	0	0	0	0
007000 WIC BREASTFEEDING PEER COUNSELING	0	0	0	0	0
007000 STD FEDERAL GRANT - CSPS	0	0	0	0	0
007000 STD PROGRAM INFERTILITY PREVENTION PROJECT (IPP)	0	0	0	0	0
007000 SYPHILIS ELIMINATION	0	0	0	0	0
007000 TEENAGE PREGNANCY PREVENTION REPLICATION	55,919	0	55,919	0	55,919
007000 TITLE X HIV/AIDS PROJECT	0	0	0	0	0
007000 TOBACCO FAITH BASED PROJECT	0	0	0	0	0
007000 RAPE PREVENTION & EDUCATION	0	0	0	0	0
007000 RYAN WHITE	0	0	0	0	0
007000 RYAN WHITE - EMERGING COMMUNITIES	0	0	0	0	0
007000 RYAN WHITE-AIDS DRUG ASSIST PROG-ADMIN	13,571	0	13,571	0	13,571
007000 RYAN WHITE-CONSORTIA	0	0	0	0	0
007000 SAFE SLEEP EDUCATION	0	0	0	0	0
007000 MINORITY INVOLVEMENT IN HIV/AIDS PROGRAM	0	0	0	0	0
007000 PHP - CITIES READINESS INITIATIVE	0	0	0	0	0
007000 PRECONCEPTION HEALTH CARE	0	0	0	0	0
007000 PREGNANCY ASSOCIATED MORTALITY PREVENTION	0	0	0	0	0
007000 PUBLIC HEALTH INFRASTRUCTURE	0	0	0	0	0
007000 PUBLIC HEALTH PREPAREDNESS BASE	40,431	0	40,431	0	40,431
007000 IMMUNIZATION WIC LINKAGES	0	0	0	0	0
007000 MCH BGTF-GADSDEN SCHOOL CLINIC	0	0	0	0	0
007000 MCH BGTF-HEALTHY START COALITIONS	0	0	0	0	0
007000 MCH QUALITY IMPROVEMENT ACTIVITIES MCHBG	0	0	0	0	0
007000 MINORITY AIDS INITIATIVE	0	0	0	0	0
007000 MINORITY AIDS INITIATIVE TCE COLLABORATIVE	0	0	0	0	0
007000 FGTF/FAMILY PLANNING-TITLE X	54,020	0	54,020	0	54,020
007000 HEALTHY HOMES AND LEAD POISONING GRANT	0	0	0	0	0
007000 HIV HOUSING FOR PEOPLE LIVING WITH AIDS	0	0	0	0	0
007000 HIV INCIDENCE SURVEILLANCE	0	0	0	0	0
007000 IMMUNIZATION FEDERAL GRANT ACTIVITY SUPPORT	4,020	0	4,020	0	4,020
007000 IMMUNIZATION FIELD STAFF EXPENSE	0	0	0	0	0
007000 COLORECTAL CANCER SCREENING 2009-10	0	0	0	0	0
007000 DENTAL SERVICES	24,553	0	24,553	0	24,553
007000 ENHANCE COMPREHENSIVE PREVENTION PLANNING AND IMPL	21,200	0	21,200	0	21,200
007000 EXPANDED TESTING INITIATIVE (ETI)	0	0	0	0	0
007000 FGTF/AIDS MORBIDITY	0	0	0	0	0
007000 FGTF/BREAST & CERVICAL CANCER-ADMIN/CASE MAN	0	0	0	0	0

# ATTACHMENT II

## TAYLOR COUNTY HEALTH DEPARTMENT Part II. Sources of Contributions to County Health Department

October 1, 2012 to September 30, 2013

		State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contribution	Total
<b>3. FEDERAL FUNDS - State</b>						
015009	MEDIPASS WAIVER-HLTHY STRT CLIENT SERVICES	0	0	0	0	0
015009	MEDIPASS WAIVER-SOBRA	0	0	0	0	0
007055	ARRA FEDERAL GRANT - SCHEDULE C	0	0	0	0	0
015075	SCHOOL HEALTH TITLE XXI	213,245	0	213,245	0	213,245
015075	SUMMER FOOD PROGRAM INSPECTIONS	0	0	0	0	0
015075	ENTER TITLE	0	0	0	0	0
<b>FEDERAL FUNDS TOTAL</b>		484,709	0	484,709	0	484,709
<b>4. FEES ASSESSED BY STATE OR FEDERAL RULES - STATE</b>						
001020	TANNING FACILITIES	1,068	0	1,068	0	1,068
001020	BODY PIERCING	150	0	150	0	150
001020	TATTOO	580	0	580	0	580
001020	MOBILE HOME AND PARKS	3,218	0	3,218	0	3,218
001020	FOOD HYGIENE PERMIT	3,771	0	3,771	0	3,771
001020	BIO MEDICAL WASTE	1,360	0	1,360	0	1,360
001020	PRIVATE WATER CONSTR PERMIT	0	0	0	0	0
001020	PUBLIC WATER ANNUAL OPER PERMIT	891	0	891	0	891
001020	PUBLIC WATER CONSTR PERMIT	0	0	0	0	0
001020	NON-SDWA SYSTEM PERMIT	0	0	0	0	0
001020	SAFE DRINKING WATER	0	0	0	0	0
001020	SWIMMING POOLS	2,812	0	2,812	0	2,812
001092	OSDS PERMIT FEE	38,500	0	38,500	0	38,500
001092	I & M ZONED OPERATING PERMIT	0	0	0	0	0
001092	AEROBIC OPERATING PERMIT	0	0	0	0	0
001092	SEPTIC TANK SITE EVALUATION	0	0	0	0	0
001092	NON SDWA LAB SAMPLE	0	0	0	0	0
001092	OSDS VARIANCE FEE	0	0	0	0	0
001092	ENVIRONMENTAL HEALTH FEES	0	0	0	0	0
001092	OSDS REPAIR PERMIT	0	0	0	0	0
001170	LAB FEE CHEMICAL ANALYSIS	0	0	0	0	0
001170	WATER ANALYSIS-POTABLE	0	0	0	0	0
001170	NONPOTABLE WATER ANALYSIS	0	0	0	0	0
010304	MQA INSPECTION FEE	0	0	0	0	0
001206	CENTRAL OFFICE SURCHARGE	5,162	0	5,162	0	5,162
001093	CHD ON-LINE BILLING FEE	0	0	0	0	0
<b>FEES ASSESSED BY STATE OR FEDERAL RULES TOTAL</b>		57,512	0	57,512	0	57,512
<b>5. OTHER CASH CONTRIBUTIONS - STATE</b>						
010304	STATIONARY POLLUTANT STORAGE TANKS	0	0	0	0	0
090001	DRAW DOWN FROM PUBLIC HEALTH UNIT	-275,830	0	-275,830	0	-275,830
031005	CHDTF CASH TRANSFER	0	0	0	0	0
<b>OTHER CASH CONTRIBUTIONS TOTAL</b>		-275,830	0	-275,830	0	-275,830
<b>6. MEDICAID - STATE/COUNTY</b>						
001056	MEDICAID PHARMACY	0	0	0	0	0
001076	MEDICAID TB	0	0	0	0	0
001078	MEDICAID ADMINISTRATION OF VACCINE	0	1,551	1,551	0	1,551

# ATTACHMENT II.

## TAYLOR COUNTY HEALTH DEPARTMENT Part II. Sources of Contributions to County Health Department

October 1, 2012 to September 30, 2013

		State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contribution	Total
<b>6. MEDICAID - STATE/COUNTY</b>						
001079	MEDICAID CASE MANAGEMENT	0	0	0	0	0
001081	MEDICAID CHILD HEALTH CHECK UP	0	0	0	0	0
001082	MEDICAID DENTAL	0	287,853	287,853	0	287,853
001083	MEDICAID FAMILY PLANNING	0	76,000	76,000	0	76,000
001087	MEDICAID STD	0	7,000	7,000	0	7,000
001089	MEDICAID AIDS	0	0	0	0	0
001147	MEDICAID HMO CAPITATION	0	0	0	0	0
001191	MEDICAID MATERNITY	0	76,000	76,000	0	76,000
001192	MEDICAID COMPREHENSIVE CHILD	0	20,000	20,000	0	20,000
001193	MEDICAID COMPREHENSIVE ADULT	0	29,171	29,171	0	29,171
001194	MEDICAID LABORATORY	0	0	0	0	0
001208	MEDIPASS \$3.00 ADM. FEE	0	1,700	1,700	0	1,700
001059	MEDICAID LOW INCOME POOL	0	0	0	0	0
001051	EMERGENCY MEDICAID	0	0	0	0	0
001058	MEDICAID - BEHAVIORAL HEALTH	0	0	0	0	0
001071	MEDICAID - ORTHOPEDIC	0	0	0	0	0
001072	MEDICAID - DERMATOLOGY	0	0	0	0	0
001075	MEDICAID - SCHOOL HEALTH CERTIFIED MATCH	0	13,000	13,000	0	13,000
001069	MEDICAID - REFUGEE HEALTH	0	0	0	0	0
001055	MEDICAID - HOSPITAL	0	0	0	0	0
001148	MEDICAID HMO NON-CAPITATION	0	0	0	0	0
001074	MEDICAID - NEWBORN SCREENING	0	0	0	0	0
001180	DENTAL MEDICAID HMO	0	0	0	0	0
<b>MEDICAID TOTAL</b>		0	512,275	512,275	0	512,275
<b>7. ALLOCABLE REVENUE - STATE</b>						
018000	REFUNDS	3,500	0	3,500	0	3,500
037000	PRIOR YEAR WARRANT	0	0	0	0	0
038000	12 MONTH OLD WARRANT	0	0	0	0	0
<b>ALLOCABLE REVENUE TOTAL</b>		3,500	0	3,500	0	3,500
<b>8. OTHER STATE CONTRIBUTIONS NOT IN CHD TRUST FUND - STATE</b>						
	PHARMACY SERVICES	0	0	0	34,950	34,950
	LABORATORY SERVICES	0	0	0	7,070	7,070
	TB SERVICES	0	0	0	0	0
	IMMUNIZATION SERVICES	0	0	0	43,151	43,151
	STD SERVICES	0	0	0	0	0
	CONSTRUCTION/RENOVATION	0	0	0	0	0
	WIC FOOD	0	0	0	567,053	567,053
	ADAP	0	0	0	12,468	12,468
	DENTAL SERVICES	0	0	0	0	0
	OTHER (SPECIFY)	0	0	0	0	0
	OTHER (SPECIFY)	0	0	0	0	0
<b>OTHER STATE CONTRIBUTIONS TOTAL</b>		0	0	0	664,692	664,692
<b>9. DIRECT LOCAL CONTRIBUTIONS - BCC/TAX DISTRICT</b>						
008010	CONTRIBUTION FROM CITY GOVERNMENT	0	0	0	0	0

# ATTACHMENT II

## TAYLOR COUNTY HEALTH DEPARTMENT Part II. Sources of Contributions to County Health Department

October 1, 2012 to September 30, 2013

		State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contribution	Total
<b>9. DIRECT LOCAL CONTRIBUTIONS - BCC/TAX DISTRICT</b>						
008020	CONTRIBUTION FROM HEALTH CARE TAX NOT THRU BCC	0	0	0	0	0
008040	BCC GRANT/CONTRACT	0	0	0	0	0
008030	CONTRIBUTION FROM HEALTH CARE TAX	0	0	0	0	0
008034	BCC CONTRIBUTION FROM GENERAL FUND	0	50,000	50,000	0	50,000
<b>DIRECT COUNTY CONTRIBUTION TOTAL</b>		0	50,000	50,000	0	50,000
<b>10. FEES AUTHORIZED BY COUNTY ORDINANCE OR RESOLUTION - COUNTY</b>						
001060	CHD SUPPORT POSITION	0	0	0	0	0
001077	RABIES VACCINE	0	0	0	0	0
001077	CHILD CAR SEAT PROG	0	100	100	0	100
001077	PERSONAL HEALTH FEES	0	25,000	25,000	0	25,000
001077	AIDS CO-PAYS	0	0	0	0	0
001094	ADULT ENTER. PERMIT FEES	0	0	0	0	0
001094	LOCAL ORDINANCE FEES	0	3,700	3,700	0	3,700
001114	NEW BIRTH CERTIFICATES	0	14,000	14,000	0	14,000
001115	VITAL STATISTICS - DEATH CERTIFICATE	0	9,000	9,000	0	9,000
001117	VITAL STATS-ADM. FEE 50 CENTS	0	0	0	0	0
001073	CO-PAY FOR THE AIDS CARE PROGRAM	0	0	0	0	0
001025	CLIENT REVENUE FROM GRC	0	0	0	0	0
001040	CELL PHONE ADMINISTRATIVE FEE	0	0	0	0	0
<b>FEES AUTHORIZED BY COUNTY TOTAL</b>		0	51,800	51,800	0	51,800
<b>11. OTHER CASH AND LOCAL CONTRIBUTIONS - COUNTY</b>						
001009	RETURNED CHECK ITEM	0	0	0	0	0
001029	THIRD PARTY REIMBURSEMENT	0	20,800	20,800	0	20,800
001029	HEALTH MAINTENANCE ORGAN. (HMO)	0	0	0	0	0
001054	MEDICARE PART D	0	0	0	0	0
001077	RYAN WHITE TITLE II	0	0	0	0	0
001090	MEDICARE PART B	0	5,000	5,000	0	5,000
001190	HEALTH MAINTENANCE ORGANIZATION	0	0	0	0	0
005040	INTEREST EARNED	0	0	0	0	0
005041	INTEREST EARNED-STATE INVESTMENT ACCOUNT	0	3,400	3,400	0	3,400
007010	U.S. GRANTS DIRECT	0	0	0	0	0
008050	SCHOOL BOARD CONTRIBUTION	0	30,010	30,010	0	30,010
008060	SPECIAL PROJECT CONTRIBUTION	0	0	0	0	0
010300	SALE OF GOODS AND SERVICES TO STATE AGENCIES	0	0	0	0	0
010301	EXP WITNESS FEE CONSULTNT CHARGES	0	0	0	0	0
010405	SALE OF PHARMACEUTICALS	0	0	0	0	0
010409	SALE OF GOODS OUTSIDE STATE GOVERNMENT	0	0	0	0	0
011001	HEALTHY START COALITION CONTRIBUTIONS	0	182,742	182,742	0	182,742
011007	CASH DONATIONS PRIVATE	0	0	0	0	0
012020	FINES AND FORFEITURES	0	0	0	0	0
012021	RETURN CHECK CHARGE	0	60	60	0	60
028020	INSURANCE RECOVERIES-OTHER	0	0	0	0	0
090002	DRAW DOWN FROM PUBLIC HEALTH UNIT	0	275,830	275,830	0	275,830
011000	GRANT DIRECT-NOVA UNIVERSITY CHD TRAINING	0	0	0	0	0
011000	GRANT-DIRECT	0	0	0	0	0

# ATTACHMENT II

## TAYLOR COUNTY HEALTH DEPARTMENT Part II. Sources of Contributions to County Health Department

October 1, 2012 to September 30, 2013

		State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contributions	Total
<b>11. OTHER CASH AND LOCAL CONTRIBUTIONS - COUNTY</b>						
011000	GRANT DIRECT-COUNTY HEALTH DEPARTMENT DIRECT SERVICES	0	0	0	0	0
011000	DIRECT-ARROW	0	0	0	0	0
011000	GRANT-DIRECT	0	0	0	0	0
011000	GRANT-DIRECT	0	0	0	0	0
011000	GRANT-DIRECT	0	0	0	0	0
011000	GRANT DIRECT-ARROW	0	0	0	0	0
011000	GRANT DIRECT-QUANTUM DENTAL	0	0	0	0	0
011000	GRANT DIRECT-HEALTH CARE DISTRICT PAHOKEE	0	0	0	0	0
011000	GRANT-DIRECT	0	1,500	1,500	0	1,500
011000	GRANT-DIRECT	0	0	0	0	0
011000	GRANT-DIRECT	0	0	0	0	0
011000	GRANT-DIRECT	0	0	0	0	0
010402	RECYCLED MATERIAL SALES	0	0	0	0	0
010303	FDLE FINGERPRINTING	0	0	0	0	0
007050	ARRA FEDERAL GRANT	0	0	0	0	0
001010	RECOVERY OF BAD CHECKS	0	0	0	0	0
008065	FCO CONTRIBUTION	0	0	0	0	0
011006	RESTRICTED CASH DONATION	0	0	0	0	0
028000	INSURANCE RECOVERIES	0	0	0	0	0
001033	CMS MANAGEMENT FEE - PMPMPC	0	0	0	0	0
010400	SALE OF GOODS OUTSIDE STATE GOVERNMENT	0	0	0	0	0
010500	REFUGEE HEALTH	0	0	0	0	0
005045	INTEREST EARNED-THIRD PARTY PROVIDER	0	0	0	0	0
005043	INTEREST EARNED-CONTRACT/GRANT	0	0	0	0	0
010306	DOH/DOC INTERAGENCY AGREEMENT	0	0	0	0	0
001053	MEDICARE - PART A	0	0	0	0	0
011062	ARRA FEDERAL GRANT - SUB-RECIPIENT	0	0	0	0	0
011004	LOW INCOME POOL - SUBRECIPIENT	0	0	0	0	0
001003	WIRE TRANSFER FEE	0	0	0	0	0
<b>OTHER CASH AND LOCAL CONTRIBUTIONS TOTAL</b>		0	519,342	519,342	0	519,342
<b>12. ALLOCABLE REVENUE - COUNTY</b>						
018000	REFUNDS	0	0	0	0	0
037000	PRIOR YEAR WARRANT	0	0	0	0	0
038000	12 MONTH OLD WARRANT	0	0	0	0	0
001053	CLIENT REVENUE FROM NCO	0	0	0	0	0
<b>COUNTY ALLOCABLE REVENUE TOTAL</b>		0	0	0	0	0
<b>13. BUILDINGS - COUNTY</b>						
	ANNUAL RENTAL EQUIVALENT VALUE	0	0	0	306,900	306,900
	GROUNDS MAINTENANCE	0	0	0	8,000	8,000
	OTHER (SPECIFY)	0	0	0	0	0
	INSURANCE	0	0	0	0	0
	UTILITIES	0	0	0	0	0
	OTHER (SPECIFY)	0	0	0	0	0
	BUILDING MAINTENANCE	0	0	0	0	0
<b>BUILDINGS TOTAL</b>		0	0	0	314,900	314,900

**ATTACHMENT II.****TAYLOR COUNTY HEALTH DEPARTMENT  
Part II, Sources of Contributions to County Health Department****October 1, 2012 to September 30, 2013**

	<b>State CHD Trust Fund (cash)</b>	<b>County CHD Trust Fund</b>	<b>Total CHD Trust Fund (cash)</b>	<b>Other Contribution</b>	<b>Total</b>
<b>14. OTHER COUNTY CONTRIBUTIONS NOT IN CHD TRUST FUND - COUNTY</b>					
EQUIPMENT/VEHICLE PURCHASES	0	0	0	0	0
VEHICLE INSURANCE	0	0	0	0	0
VEHICLE MAINTENANCE	0	0	0	0	0
OTHER COUNTY CONTRIBUTION (SPECIFY)	0	0	0	0	0
OTHER COUNTY CONTRIBUTION (SPECIFY)	0	0	0	0	0
<b>OTHER COUNTY CONTRIBUTIONS TOTAL</b>	0	0	0	0	0
<b>GRAND TOTAL CHD PROGRAM</b>	1,038,811	1,133,417	2,172,228	979,592	3,151,820

**ATTACHMENT II  
TAYLOR COUNTY HEALTH DEPARTMENT**

**Part III. Planned Staffing, Clients, Services, And Expenditures By Program Service Area Within Each Level Of Service**

**October 1, 2012 to September 30, 2013**

	FTE's (0.00)	Clients Units	Services/ Visits	Quarterly Expenditure Plan				State	County	Grand Total
				1st	2nd (Whole dollars only)	3rd	4th			
A. COMMUNICABLE DISEASE CONTROL:										
IMMUNIZATION (101)	0.51	437	595	10,546	6,076	4,996	4,355	4,735	21,238	25,973
STD (102)	0.22	168	243	2,807	3,424	3,993	3,421	0	13,645	13,645
HIV/AIDS PREVENTION (03A1)	0.01	1	1	0	0	337	0	337	0	337
HIV/AIDS SURVEILLANCE (03A2)	0.00	0	0	0	0	91	0	91	0	91
HIV/AIDS PATIENT CARE (03A3)	0.00	0	0	0	0	0	0	0	0	0
ADAP (03A4)	0.03	3	7	183	8,223	2,220	2,945	13,571	0	13,571
TB CONTROL SERVICES (104)	0.07	77	158	746	1,033	1,290	1,675	4,297	447	4,744
COMM. DISEASE SURV. (106)	0.11	0	0	2,038	2,088	2,062	3,361	6,453	3,096	9,549
HEPATITIS PREVENTION (109)	0.01	1	1	1	5	35	0	0	41	41
PUBLIC HEALTH PREP AND RESP (116)	0.04	0	0	28,191	6,289	8,568	0	43,048	0	43,048
VITAL STATISTICS (180)	0.09	1,697	2,364	1,009	848	1,740	1,248	0	4,845	4,845
COMMUNICABLE DISEASE SUBTOTAL	1.09	2,384	3,369	45,521	27,986	25,332	17,005	72,532	43,312	115,844
B. PRIMARY CARE:										
CHRONIC DISEASE SERVICES (210)	0.76	0	0	11,969	10,850	5,020	8,000	35,839	0	35,839
TOBACCO PREVENTION (212)	2.32	0	40	27,437	25,642	38,394	41,422	132,895	0	132,895
WIC (21W1)	0.00	0	0	-386	0	0	0	-386	0	-386
WIC BREASTFEEDING PEER COUNSELING (21W2)	0.00	0	0	0	0	0	0	0	0	0
FAMILY PLANNING (223)	3.39	651	1,534	52,959	47,191	60,801	62,192	72,794	150,349	223,143
IMPROVED PREGNANCY OUTCOME (225)	1.21	102	795	16,999	16,745	17,885	21,858	0	73,487	73,487
HEALTHY START PRENATAL (227)	2.29	191	2,081	33,719	31,327	34,201	39,832	0	139,079	139,079
COMPREHENSIVE CHILD HEALTH (229)	0.35	301	415	3,552	2,585	958	1,000	8,095	0	8,095
HEALTHY START INFANT (231)	1.77	153	1,070	26,770	21,286	21,326	14,237	73,566	10,053	83,619
SCHOOL HEALTH (234)	8.89	0	97,771	130,703	123,109	155,918	41,017	397,543	53,204	450,747
COMPREHENSIVE ADULT HEALTH (237)	5.90	579	1,590	107,258	83,913	88,478	83,913	138,257	225,305	363,562
COMMUNITY HEALTH DEVELOPMENT (238)	0.29	0	1	2,007	4,448	797	14,034	21,286	0	21,286
DENTAL HEALTH (240)	4.83	1,345	2,906	94,305	90,879	108,798	105,572	15,553	384,001	399,554
PRIMARY CARE SUBTOTAL	32.00	3,322	108,203	507,292	457,975	532,576	433,077	895,442	1,035,478	1,930,920
C. ENVIRONMENTAL HEALTH:										
Water and Onsite Sewage Programs										
COASTAL BEACH MONITORING (347)	0.00	0	0	0	0	0	0	0	0	0
LIMITED USE PUBLIC WATER SYSTEMS (357)	0.02	13	28	974	678	-69	739	846	1,476	2,322
PUBLIC WATER SYSTEM (358)	0.00	0	0	106	85	113	83	0	387	387
PRIVATE WATER SYSTEM (359)	0.00	0	0	104	21	28	325	412	66	478
INDIVIDUAL SEWAGE DISP. (361)	2.10	119	285	28,739	26,895	24,898	24,467	59,691	45,308	104,999
Group Total	2.12	132	313	29,923	27,679	24,970	25,614	60,949	47,237	108,186
Facility Programs										
FOOD HYGIENE (348)	0.05	15	60	1,302	215	962	2,873	3,850	1,502	5,352
BODY PIERCING FACILITIES SERVICES (349)	0.00	0	0	0	0	1,222	16	0	1,238	1,238
GROUP CARE FACILITY (351)	0.02	11	16	258	224	234	706	656	766	1,422
MIGRANT LABOR CAMP (352)	0.00	0	0	0	0	0	0	0	0	0
HOUSING,PUBLIC BLDG SAFETY,SANITATION (353)	0.00	0	0	0	0	0	0	0	0	0



**ATTACHMENT II**  
**TAYLOR COUNTY HEALTH DEPARTMENT**

**Part III. Planned Staffing, Clients, Services, And Expenditures By Program Service Area Within Each Level Of Service**

**October 1, 2012 to September 30, 2013**

	FTE's (0.00)	Clients Units	Services/ Visits	Quarterly Expenditure Plan				State	County	Grand Total
				1st	2nd (Whole dollars only)	3rd	4th			
C. ENVIRONMENTAL HEALTH:										
Facility Programs										
MOBILE HOME AND PARKS SERVICES (354)	0.01	9	19	55	1	738	0	562	232	794
SWIMMING POOLS/BATHING (360)	0.07	17	35	0	0	784	1,847	2,188	443	2,631
BIOMEDICAL WASTE SERVICES (364)	0.04	15	15	669	0	1,471	600	1,428	1,312	2,740
TANNING FACILITY SERVICES (369)	0.01	0	0	106	0	0	0	106	0	106
Group Total	0.20	67	145	2,390	440	5,411	6,042	8,790	5,493	14,283
Groundwater Contamination										
STORAGE TANK COMPLIANCE (355)	0.00	0	0	0	0	0	0	0	0	0
SUPER ACT SERVICE (356)	0.00	0	0	0	0	0	0	0	0	0
Group Total	0.00	0	0	0	0	0	0	0	0	0
Community Hygiene										
TATTOO FACILITIES SERVICES	0.01	0	0	0	0	611	0	611	0	611
COMMUNITY ENVIR. HEALTH (345)	0.00	0	0	0	0	0	0	0	0	0
INJURY PREVENTION (346)	0.00	0	0	0	0	0	0	0	0	0
LEAD MONITORING SERVICES (350)	0.00	0	0	0	0	0	0	0	0	0
PUBLIC SEWAGE (362)	0.00	0	0	0	0	0	0	0	0	0
SOLID WASTE DISPOSAL (363)	0.00	0	0	0	0	0	0	0	0	0
SANITARY NUISANCE (365)	0.02	6	15	543	535	767	258	275	1,828	2,103
RABIES SURVEILLANCE/CONTROL SERVICES (366)	0.01	0	1	66	0	1	145	212	0	212
ARBOVIRUS SURVEILLANCE (367)	0.01	0	1	69	0	0	0	0	69	69
RODENT/ARTHROPOD CONTROL (368)	0.00	0	0	0	0	0	0	0	0	0
WATER POLLUTION (370)	0.00	0	0	0	0	0	0	0	0	0
INDOOR AIR (371)	0.00	0	0	0	0	0	0	0	0	0
RADIOLOGICAL HEALTH (372)	0.00	0	0	0	0	0	0	0	0	0
TOXIC SUBSTANCES (373)	0.00	0	0	0	0	0	0	0	0	0
Group Total	0.05	6	17	678	535	1,379	403	1,098	1,897	2,995
ENVIRONMENTAL HEALTH SUBTOTAL	2.37	205	475	32,991	28,654	31,760	32,059	70,837	54,627	125,464
D. NON-OPERATIONAL COSTS:										
NON-OPERATIONAL COSTS (599)	0.00	0	0	0	0	0	0	0	0	0
ENVIRONMENTAL HEALTH SURCHARGE (399)	0.00	0	0	0	0	0	0	0	0	0
NON-OPERATIONAL COSTS SUBTOTAL	0.00	0	0	0	0	0	0	0	0	0
TOTAL CONTRACT	35.46	5,911	112,047	585,804	514,615	589,668	482,141	1,038,811	1,133,417	2,172,228

**ATTACHMENT II**

**TAYLOR COUNTY HEALTH DEPARTMENT**

**PART I. PLANNED USE OF COUNTY HEALTH DEPARTMENT TRUST FUND BALANCES**

	Estimated State Share of CHD Trust Fund Balance	Estimated County Share of CHD Trust Fund Balance	Total
1. CHD Trust Fund Ending Balance 09/30/12	\$ (28,168)	\$ 203,854	\$ 175,686
2. Drawdown for Contract Year October 1, 2012 to September 30, 2013	\$ (275,830)	\$ 275,830	\$ -
3. Special Capital Project use for Contract Year October 1, 2012 to September 30, 2013	\$ -	\$ -	\$ -
4. Balance Reserved for Contingency Fund October 1, 2012 to September 30, 2013	\$ (303,998)	\$ 479,684	\$ 175,686

Special Capital Projects are new construction or renovation projects and new furniture or equipment associated with these projects, and mobile health vans.

**Mission:**

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



**Rick Scott**  
Governor

**John H. Armstrong, MD, FACS**  
State Surgeon General & Secretary

**Vision:** To be the Healthiest State in the Nation

July 19, 2013

The Honorable Pam Feagle, Chairman  
Taylor County Board of County Commissioners  
Post Office Box 620  
Perry, FL 32348

Dear Chairman Feagle:

Enclosed is the report of activities and expenditures of the Taylor County Health Department for the period October 1, 2012 through June 30, 2013. Chapter 154, F.S., and the contract between the Department of Health and Taylor County require this report be submitted on a quarterly basis.

The reports are comprised of the following sub-reports produced by the Department's Contract Management System.

1. DE 385 – "Contract Management Variance Report" which compares the planned services, clients/units, FTEs, and expenditures with actual figures.
2. DE 580 – "Analysis of Fund Equities" shows total CHD year-to-date revenues, expenditures, beginning cash balance, and year-to-date equity. In accordance with Chapter 154, this report also splits cash balances/equity into state and county components.

If you have any questions, please feel free to contact me at (850) 584-5087, extension 142.

Sincerely,

A handwritten signature in black ink, appearing to read "Padraic Juarez".

Padraic Juarez, Interim Administrator  
Taylor County Health Department

Enclosure(s)

Cc: Beth Benton, Bureau of Budget Management

# Florida Department of Health County Health Department

## Contract Management System

### Variance Report

Taylor CHD for Report Period 10/2012 to 6/2013

Run date: 07/10/2013

Program Component / Title	F T E S			Clients or Units			Visits or Services			Expenditures		
	Reported	Planned	Percent Variance	Reported	Planned	Percent Variance	Reported	Planned	Percent Variance	Reported	Planned	Percent Variance
1 Immunization	0.51	0.51	0.00	320	328	-2.44	380	446	-14.80	\$21,618	\$22,668	-4.63
2 Sexually Trans. Dis.	0.24	0.22	9.09	129	126	2.38	203	182	11.54	\$10,224	\$10,522	-2.84
3 AIDS	0.04	0.02	100.00	4	2	100.00	8	2	300.00	\$11,055	\$12,666	-12.72
4 Tuberculosis	0.08	0.07	14.29	88	58	51.72	147	119	23.53	\$3,069	\$3,134	-2.08
6 Comm. Dis. Surv.	0.12	0.11	9.09	0	0		0	0		\$6,188	\$6,756	-8.41
9 Hepatitis	0.01	0.00		1	0		1	0		\$41	\$41	-0.60
16 Preparedness and Response	0.04	0.04	0.00	0	0		0	0		\$43,048	\$42,963	0.20
80 Vital Records	0.09	0.09	0.00	1,207	1,273	-5.18	2,153	1,773	21.43	\$3,597	\$3,313	8.58
<b>Communicable Disease Total</b>	<b>1.15</b>	<b>1.06</b>	<b>8.50</b>	<b>1,749</b>	<b>1,787</b>	<b>-2.13</b>	<b>2,892</b>	<b>2,522</b>	<b>14.67</b>	<b>\$98,839</b>	<b>\$102,063</b>	<b>-3.16</b>
10 Chronic Disease Prevention Pro	0.76	0.64	18.75	0	0		0	0		\$27,839	\$44,419	-37.33
12 Tobacco Use Intervention	2.32	2.32	0.00	0	0		7	30	-76.67	\$91,473	\$97,442	-6.13
21 WIC	0.00	0.00		1,105	0		1,105	0		(\$386)	(\$386)	0.05
23 Family Planning	3.47	3.39	2.36	361	488	-26.02	1,248	1,150	8.52	\$160,951	\$162,709	-1.08
25 Improved Pregnancy Outcome	1.21	1.21	0.00	50	76	-34.21	463	596	-22.32	\$51,629	\$54,245	-4.82
27 Healthy Start Prenatal	2.29	2.29	0.00	94	143	-34.27	1,685	1,561	7.94	\$99,247	\$102,517	-3.19
29 Comprehensive Child Health	0.35	0.35	0.00	70	226	-69.03	147	311	-52.73	\$7,095	\$8,051	-11.88
31 Healthy Start Child	1.77	1.21	46.28	94	115	-18.26	1,704	802	112.47	\$69,382	\$62,166	11.61
34 School Health	9.30	8.89	4.61	0	0		60,127	73,328	-18.00	\$409,730	\$411,613	-0.46
37 Comprehensive Adult Health	5.90	5.90	0.00	358	434	-17.51	1,334	1,192	11.91	\$279,649	\$281,425	-0.63
38 Community Health Development	0.29	0.29	0.00	0	0		1	1	0.00	\$7,252	\$7,166	1.20
40 Dental Health	4.91	4.83	1.66	946	1,009	-6.24	2,383	2,180	9.31	\$293,983	\$294,040	-0.02
<b>Primary Care Total</b>	<b>32.87</b>	<b>31.32</b>	<b>5.99</b>	<b>3,078</b>	<b>2,491</b>	<b>23.88</b>	<b>70,204</b>	<b>81,181</b>	<b>-13.49</b>	<b>\$1,497,843</b>	<b>\$1,525,407</b>	<b>-1.81</b>
Water & Onsite Sewage	2.12	1.89	12.17	106	99	7.07	258	235	9.79	\$82,572	\$85,356	-3.26
Facility Programs	0.21	0.15	40.00	39	41	-4.88	87	89	-2.25	\$8,240	\$9,329	-11.67
Groundwater Contamination Program	0.00	0.00		0	0		0	0		\$0	\$0	
Community Hygiene	0.05	0.05	0.00	10	4	150.00	25	13	92.31	\$2,593	\$2,385	8.70
<b>Environmental Health Total</b>	<b>2.38</b>	<b>2.09</b>	<b>13.88</b>	<b>185</b>	<b>144</b>	<b>7.84</b>	<b>370</b>	<b>337</b>	<b>9.79</b>	<b>\$93,405</b>	<b>\$97,070</b>	<b>-3.78</b>
<b>Grand Total</b>	<b>36.08</b>	<b>34.47</b>	<b>4.67</b>	<b>4,982</b>	<b>4,422</b>	<b>12.66</b>	<b>73,466</b>	<b>84,010</b>	<b>-12.55</b>	<b>\$1,690,087</b>	<b>\$1,724,540</b>	<b>-2.00</b>

**Florida Department of Health County Health Department**

**Contract Management System**

**Analysis of Fund Equities**

**Taylor County for Report Period 7/2012 to 6/2013**

Run date: 07/05/2013

	State	County	Total
Fund Balance 07/12	\$0.01	(\$247,605.76)	(\$247,605.76)
Revenue Contract - YTD			
<b>Communicable Disease</b>			
001029 3rd Party Reimbursements	\$0.00	(\$5,727.52)	(\$5,727.52)
001077 Clinic Fee - County	\$0.00	(\$8,151.51)	(\$8,151.51)
001078 MEDICAID ADMINISTRATION OF VACCINE	\$0.00	(\$1,125.00)	(\$1,125.00)
001087 MEDICAID STD	\$0.00	(\$9,404.75)	(\$9,404.75)
001114 Vital Statistics - Birth Certificate	\$0.00	(\$13,211.00)	(\$13,211.00)
001115 Vital Statistics - Death Certificate	\$0.00	(\$14,680.00)	(\$14,680.00)
004010 Cash Overage Shortage	\$0.00	(\$0.78)	(\$0.78)
005041 Interest Earned - State Investment Account	\$0.00	(\$291.27)	(\$291.27)
007000 Federal Grants	(\$54,232.20)	\$0.00	(\$54,232.20)
008034 BCC Contribution from General Fund	\$0.00	(\$3,920.72)	(\$3,920.72)
012021 Service Charge on Returned Check	\$0.00	(\$1.57)	(\$1.57)
015040 CATEGORICAL GENERAL REVENUE	(\$9,785.00)	\$0.00	(\$9,785.00)
015050 NON CATEGORICAL GENERAL REVENUE	(\$9,212.23)	\$0.00	(\$9,212.23)
015060 Non-Categorical Tobacco Rebasing	(\$97.35)	\$0.00	(\$97.35)
018000 Refunds	(\$159.17)	(\$552.75)	(\$711.91)
038000 Twelve Mth Warrant Cancellation	(\$0.01)	(\$0.02)	(\$0.03)
<b>Communicable Disease Subtotal</b>	<b>(\$73,485.96)</b>	<b>(\$57,066.89)</b>	<b>(\$130,552.84)</b>
<b>Primary Care</b>			
001015 CLIENT REVENUE FROM MSB	\$0.00	(\$28.95)	(\$28.95)
001025 Client Revenue for Collections Agent	\$0.00	(\$40.65)	(\$40.65)
001029 3rd Party Reimbursements	\$0.00	(\$38,845.05)	(\$38,845.05)
001075 Medicaid - School Health Certified Match	\$0.00	(\$14,658.46)	(\$14,658.46)
001077 Clinic Fee - County	\$0.00	(\$24,133.07)	(\$24,133.07)
001082 MEDICAID DENTAL	\$0.00	(\$206,860.26)	(\$206,860.26)
001083 Medicaid-Family Planning	\$0.00	(\$91,525.68)	(\$91,525.68)
001090 Medicare - Part B	\$0.00	(\$18,186.02)	(\$18,186.02)
001093 CHD On-line Billing Fee	(\$643.70)	\$0.00	(\$643.70)
001148 Medicaid HMO Non-Capitation	\$0.00	(\$134,317.20)	(\$134,317.20)
001191 MEDICAID MATERNITY	\$0.00	(\$70,841.72)	(\$70,841.72)
001192 MEDICAID COMPREHENSIVE CHILD	\$0.00	(\$15,741.29)	(\$15,741.29)
001193 MEDICAID COMPREHENSIVE ADULT	\$0.00	(\$41,583.07)	(\$41,583.07)
001208 Medipass Case Management Fee	\$0.00	(\$1,614.00)	(\$1,614.00)
004010 Cash Overage Shortage	\$0.00	(\$7.42)	(\$7.42)
005041 Interest Earned - State Investment Account	\$0.00	(\$2,754.49)	(\$2,754.49)
007000 Federal Grants	(\$184,455.42)	\$0.00	(\$184,455.42)
008034 BCC Contribution from General Fund	\$0.00	(\$37,077.83)	(\$37,077.83)
008050 School Board Contribution	\$0.00	(\$28,396.52)	(\$28,396.52)
011001 Healthy Start Coalition	\$0.00	(\$138,563.17)	(\$138,563.17)
012021 Service Charge on Returned Check	\$0.00	(\$14.83)	(\$14.83)
015010 Transfers Within Agency	(\$137,950.92)	\$0.00	(\$137,950.92)
015040 CATEGORICAL GENERAL REVENUE	(\$201,396.00)	\$0.00	(\$201,396.00)
015050 NON CATEGORICAL GENERAL REVENUE	(\$288,657.21)	\$0.00	(\$288,657.21)
015060 Non-Categorical Tobacco Rebasing	(\$3,050.38)	\$0.00	(\$3,050.38)
015075 Transfer of Federal Grant from Another Agency	(\$213,245.00)	\$0.00	(\$213,245.00)
018000 Refunds	(\$1,726.00)	(\$1,811.52)	(\$3,537.52)
038000 Twelve Mth Warrant Cancellation	(\$150.22)	(\$0.20)	(\$150.42)

**Florida Department of Health County Health Department**

**Contract Management System**

**Analysis of Fund Equities**

**Taylor County for Report Period 7/2012 to 6/2013**

Run date: 07/05/2013

	State	County	Total
<b>Primary Care Subtotal</b>	(\$1,031,274.86)	(\$867,001.39)	(\$1,898,276.25)
<b>Environmental Health</b>			
001020 Environmental Health Permits	(\$12,003.30)	\$0.00	(\$12,003.30)
001029 3rd Party Reimbursements	\$0.00	(\$552.00)	(\$552.00)
001092 Environmental Health Fee - State	(\$39,447.80)	\$0.00	(\$39,447.80)
001093 CHD On-line Billing Fee	(\$112.50)	\$0.00	(\$112.50)
001094 Environmental Health Fee - County	\$0.00	(\$6,049.01)	(\$6,049.01)
004010 Cash Overage Shortage	\$0.00	(\$1.88)	(\$1.88)
005041 Interest Earned - State Investment Account	\$0.00	(\$697.54)	(\$697.54)
008034 BCC Contribution from General Fund	\$0.00	(\$9,389.48)	(\$9,389.48)
012021 Service Charge on Returned Check	\$0.00	(\$3.76)	(\$3.76)
015010 Transfers Within Agency	(\$1,670.00)	\$0.00	(\$1,670.00)
015050 NON CATEGORICAL GENERAL REVENUE	(\$26,753.74)	\$0.00	(\$26,753.74)
015060 Non-Categorical Tobacco Rebasing	(\$282.72)	\$0.00	(\$282.72)
018000 Refunds	(\$124.97)	(\$302.67)	(\$427.63)
038000 Twelve Mth Warrant Cancellation	(\$0.02)	(\$0.05)	(\$0.07)
<b>Environmental Health Subtotal</b>	(\$80,395.05)	(\$16,996.38)	(\$97,391.42)
<b>Unallocated Revenue</b>			
001094 Environmental Health Fee - County	\$0.00	\$81.71	\$81.71
004010 Cash Overage Shortage	\$0.00	\$0.08	\$0.08
005041 Interest Earned - State Investment Account	\$0.00	\$28.83	\$28.83
008034 BCC Contribution from General Fund	\$0.00	\$388.03	\$388.03
012021 Service Charge on Returned Check	\$0.00	\$0.16	\$0.16
015050 NON CATEGORICAL GENERAL REVENUE	(\$26,548.82)	\$0.00	(\$26,548.82)
015060 Non-Categorical Tobacco Rebasing	(\$280.55)	\$0.00	(\$280.55)
018000 Refunds	(\$124.01)	\$12.51	(\$111.50)
038000 Twelve Mth Warrant Cancellation	(\$0.02)	\$0.00	(\$0.02)
<b>Unallocated Revenue Subtotal</b>	(\$26,953.41)	\$511.31	(\$26,442.10)
<b>Projects</b>			
<b>Projects Subtotal</b>	(\$5,246.40)	\$0.00	(\$5,246.40)
<b>Total Revenue</b>	(\$1,217,355.66)	(\$940,553.35)	(\$2,157,909.01)
<b>Expenditures Contract - YTD</b>			
Communicable Disease	\$72,397.01	\$50,392.30	\$122,789.31
Primary Care	\$967,867.72	\$1,000,571.84	\$1,968,439.56
Environmental Health	\$72,634.81	\$54,629.78	\$127,264.60
Projects	\$78,646.85	\$0.00	\$78,646.85
<b>Total Expenditures</b>	\$1,191,546.39	\$1,105,593.93	\$2,297,140.32
<b>Change in Fund Balance</b>	(\$25,809)	\$165,041	\$139,231
<b>Ending Equity Balance</b>	(\$25,809)	(\$82,565)	(\$108,374)

2-M

## TAYLOR COUNTY BOARD OF COMMISSIONERS

### County Commission Agenda Item

**SUBJECT/TITLE:**

THE BOARD TO CONSIDER RATIFICATION OF THE COUNTY ADMINISTRATOR'S SIGNATURE ON QUARTERLY GRANT REPORTS FOR THE EMERGENCY MANAGEMENT PERFORMANCE GRANT PROGRAM, EMERGENCY MANAGEMENT PREPAREDNESS AND ASSISTANCE PROGRAM, FY 2011 STATE HOMELAND SECURITY GRANT PROGRAM, AND FY 2012 STATE HOMELAND SECURITY GRANT PROGRAM, AS AGENDAED BY DUSTIN HINKEL, EM DIRECTOR.

**MEETING DATE REQUESTED:**

8/5/13

**Statement of Issue:** The County must submit a quarterly expenditure report and reimbursement request the Florida Division of Emergency Management (FDEM).

**Recommended Action:** Approve

**Fiscal Impact:** Reimbursement of \$71,398.04

**Budgeted Expense:** Yes

**Submitted By:** Dustin Hinkel, EM Director

**Contact:** 838-3500 ext 7

### SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

**History, Facts & Issues:** The EMPA and EMPG grants fund 85% of the Department of Emergency Management. EMPA expenses are 100% reimbursable and the EMPG is a 50/50 grant.

**Options:**

**Attachments:** EMPA, EMPG, SHSGP 4<sup>TH</sup> Quarter Reimbursement Requests

# **DIVISION OF EMERGENCY MANAGEMENT**

## **EMERGENCY MANAGEMENT AND ASSISTANCE GRANT - EMPA BASE GRANT QUARTERLY FINANCIAL REPORT**

GRANTEE:

Claim # 4

County Name: Taylor

Address: P.O. Box 620  
Perry, FL 32348

(Select the quarter of submission)

### **QUARTERLY REPORTING DUE DATES**

Point of Contact: Dustin Hinkel

Telephone #: 850-838-3500x7

AGREEMENT # 13-BG-83-03-72-01-062

July 1 - September 30 - Due no later than October 31

October 1 - December 31 - Due no later than January 31

January 1 - March 31 - Due no later than April 30

April 1 - June 30 - Due no later than July 31

**X**

### **FINANCIAL REPORTING DUE DATES**

CUMULATIVE	TOTAL ALLOCATED	CURRENT CLAIM	CUM. FUNDS EXPENDED	REMAINING BALANCE
1. Salary and Benefits	\$20,149.00	\$5,429.36	\$20,234.67	(\$85.67)
2. Other Personal /Contractual Services	\$0.00			\$0.00
3. Expenses	\$66,935.00	\$30,339.15	\$51,678.97	\$15,256.03
4. Operating Capital Outlay (OCO)	\$18,722.00	\$14,296.63	\$19,381.63	(\$659.63)
5. Fixed Capital Outlay (FCO)	\$0.00			\$0.00
<b>TOTAL</b>	<b>\$105,806.00</b>	<b>\$50,065.14</b>	<b>\$91,295.27</b>	<b>\$14,510.73</b>

**TOTAL AMOUNT TO BE PAID ON THIS**

**\$50,065.14**

I hereby certify that the above costs are true and valid costs incurred in accordance with the project agreement.

Signed:

Jack R. Brown  
Contract Manager or Financial Officer

Date

7/29/2013

JACK R. BROWN  
COUNTY ADMINISTRATOR  
TAYLOR COUNTY, FL  
201 E. GREEN ST.  
PERRY, FL 32347

### **QUARTERLY STATUS REPORT**

This information must be clearly linked to the project **TIMELINE, DELIVERABLES AND THE SCOPE OF WORK.**

Report events, progress, delays, etc. that pertain to this project.

EM Staff participated in the Statewide Hurricane Exercise

EM Staff updated contact information and uploaded requested GIS and shelter information

EM Staff attended the Governor's Hurricane Conference

(Attach additional page(s) if needed.)

**THIS SECTION BELOW IS TO BE COMPLETED BY DEM WITH EACH QUARTERLY FINANCIAL PAYMENT**

Total EMPA (State) Amount	
Prior Payments	
This Payment	
Unexpended Funds	



## EMERGENCY MANAGEMENT PREPAREDNESS AND ASSISTANCE PROGRAM

Form 2

## DETAIL OF CLAIMS

## 1. SALARIES AND BENEFITS COSTS

County Taylor Costs Incurred During the Period of: 04 / 01 / 13 to 06 / 30 / 13 Claim Number: 4

Name of Employees	Job Title	% of Time Charged to this Grant	Salary \$ Charged to this Grant	Fringe Benefits \$ Charged to this Grant
Dustin Hinkel	EM Director	33%	\$4,209.35	\$1,220.01
TOTALS			\$4,209.35	\$1,220.01
Total Salaries and Benefits Charged to this Grant				\$5,429.36

**EMERGENCY MANAGEMENT PREPAREDNESS AND ASSISTANCE PROGRAM**

Form 3

**2.-5. DETAIL OF CLAIMS**

**CATEGORY # 3**

(Please use only one form per category. Pick from 2.-5.)

2. Other Personal/Contractual Services (OPS)

3. Expenses

4. Operating Capital Outlay (OCO)

5. Fixed Capital Outlay (FCO)

County Taylor Costs Incurred During the Period of: 04 / 01 / 13 to 06 / 30 / 13 Claim Number: 4

Vendor	Briefly Describe Services Provided for EM	Date Received / Date of Services	Date Paid	Check Number	Amount
Embassy Suites	Housing for GHC	5/5/13-5/10/13	5/5/13	46556	\$700.00
Steve Spradley	Per Diem for GHC Conference	5/05-5/10	5/21/13	46817	\$305.15
Harris Corp	SLERS Radio Communication Service	4/1/13-6/30/13	4/1/13	46484	\$154.00
Cox Electronics	Antenna Mast Brackets	3/14/2013	4/1/13	46473	\$25.98
Comcast of Tallahassee	Cable Service at EOC	13-Mar	4/5/13	46522	\$3.98
Verizon Wireless	Wireless Communications Service for EM	13-Mar	4/16/13	46604	\$259.83
NI Government Service	Satellite Telephone Service	13-Mar	4/16/13	46576	\$63.42
Cox Electronics	Antenna Mast Brackets	3/28/2013	4/16/13	46551	\$42.99
Harris Corp	SLERS Radio Communication Service	13-Apr	5/6/13	46678	\$308.00
Verizon Wireless	Wireless Communications Service for EM	13-Apr	5/10/13	46740	\$285.38
Fairpoint	EOC Telephone Service	13-Apr	5/10/13	46732	\$424.61
Comcast of Tallahassee	Cable Service at EOC	13-Apr	5/10/13	46736	\$3.98
NI Government Service	Satellite Telephone Service	13-Apr	5/21/13	46797	\$63.42
Robert Hooker	Radio Repair and Install for EM	5/1/2013	5/21/13	46808	\$460.00
Comcast of Tallahassee	Cable Service at EOC	13-May	6/10/13	46924	\$3.98
Fairpoint	EOC Telephone Service	13-May	6/10/13	46921	\$428.88
Verizon Wireless	Wireless Communications Service for EM	13-May	6/10/13	46930	\$418.99
Harris Corp	SLERS Radio Communication Service	13-May	6/18/13	46971	\$154.00
NI Government Service	Satellite Telephone Service	13-May	6/18/13	46987	\$63.42

HD Supply Power	Radio Tower Photo Cell	4-Jun	6/18/13	46972	\$31.63
Robert Hooker	Radio Repair and Install for EM	6/25/2013	7/1/13	47067	\$2,599.90
Cox Electronics	Outdoor Antenna EOC and Backup EOC	6/27/2013	7/16/13	47132	\$382.98
Handy Rentals	POSTAGE Radiation Monitors	4/24/2013	5/6/13	46677	\$55.40
City of Perry	EOC Water Service	13-Mar	4/1/13	46471	\$25.52
Duke Energy	EOC Electric Service	13-Apr	4/5/13	46527	\$311.40
City of Perry	EOC Water Service	13-Apr	4/5/13	46521	\$25.52
Duke Energy	EOC Electric Service	13-May	5/6/13	46705	\$484.97
City of Perry	EOC Water Service	13-May	5/10/13	46735	\$26.90
Duke Energy	EOC Electric Service	13-May	6/10/13	46926	\$660.78
City of Perry	EOC Water Service	13-Jun	6/10/13	46923	\$27.82
Battery Distributers	Siren Battery	13-Feb	4/1/13	46462	\$164.56
Cribbs & Sons	EOC Exit Light Batteries	3/22/2013	4/1/13	46474	\$32.00
Advance Refridge AC	Move Thermostat in EOC	4/22/2013	5/6/13	46637	\$860.00
Earl Ketring	Move Projector and Screen	4/24/2013	5/21/13	46776	\$780.00
Nature Coast	Install Door Locks at EOC	6/18/2013	7/1/13	47059	\$3,350.00
Ragans Ace Hardware	EOC Supplies	6/18/2013	7/1/13	47066	\$422.96
Jacks Boats	Fuel tanks for EM boat	6/18/2013	7/1/13	47049	\$159.96
Simlar Electronics	Door Controls for EOC	6/27/2013	7/16/13	47173	\$276.50
Live Oak Pest Control	Pest Control at EOC	13-Mar	5/6/13	46690	\$30.00
Live Oak Pest Control	Pest Control at EOC	13-Apr	5/21/13	46789	\$30.00
Live Oak Pest Control	Pest Control at EOC	13-May	6/18/13	46982	\$30.00
Ring Power Corp	EM Generator Repair	4/18/2013	5/6/13	46708	\$734.51
Ring Power Corp	EM Generator Service	4/30/2013	5/21/13	46807	\$3,345.00
Battery Distributers	EOC Boat Battery	2/1/2013	4/1/13	46462	\$61.50
Cribbs & Sons	EM Trailer Spare Tires	3/13/2013	4/1/13	46474	\$1,606.02
Battery Distributers	EOC Boat Battery	4/2/2013	5/6/13	46645	\$82.28

Perry Auto Supply	EM Bronco Truck Repair	4/2/2013	5/21/13	46801	\$204.92
Timberland Ford	EM Truck Repair	6/10/2013	6/18/13	47015	\$604.99
Jacks Boats	Outboard Motor Oil	6/18/2013	7/1/13	47049	\$40.00
Perry Newspapers	Family Disaster Plan Ads	13-Feb	4/16/13	46582	\$1,718.40
Perry Newspapers	Family Disaster Plan Ads	13-May	5/21/13	46802	\$375.90
Perry Newspapers	Family Disaster Plan Ads	13-May	6/18/13	46991	\$402.75
Perry Newspapers	Family Disaster Plan Ads	13-Jun	7/1/13	47063	\$400.95
Mark Wiggins Tax Collector	Boat Registration	21-May	5/21/13	46791	\$6.25
Steve Spradley	Reimbursement for EOC Support Card Holders	3-Jun	6/3/13	46907	\$35.89
Office Depot	Laptop Bags	10-Jun	7/16/13	47161	\$184.44
Cox Electronics	Security Recorder	3/28/2013	4/16/13	46551	\$480.00
Howell's Office Supply	EOC Supplies	2-May	6/18/13	46973	\$584.71
Dell Marketing	EOC Printer	27-Jun	7/1/13	47044	\$509.37
Office Depot	EOC Furniture	27-Jun	7/16/13	47161	\$1,394.88
Toshiba America	EOC Copier Expense	April May June	5/6/13	46721	\$257.87
Mims Power Center	EOC Equipment	6/12/2013	7/1/13	47058	\$494.99
Regan Ace Hardware	EOC Pressure Washer	6/25/2013	7/1/13	47066	\$549.99
Qpublic, LLC	IDAM Damage Assessment License	13-Jun	6/18/13	46997	\$1,750.00
Jim Bob Printing	ICS Manuals	25-Apr	6/3/13	46871	\$390.00
Intelligent Direct	EOC Maps	2-May	6/3/13	46868	\$990.00
American Red Cross	Hurricane Survival Guide	23-May	6/3/13	46833	\$817.17
Fairpoint	EOC phone service	5-Apr	4/5/13	46517	\$440.48
Disaster, Strategies, and Ideas	Continuity of Government plan	30-Apr	5/6/13	46668	\$4,177.00
Total					\$30,339.15

## EMERGENCY MANAGEMENT PREPAREDNESS AND ASSISTANCE PROGRAM

Form 3

## 2.-5. DETAIL OF CLAIMS

CATEGORY # 4

(Please use only one form per category. Pick from 2.-5.)

2. Other Personal/Contractual Services (OPS)

3. Expenses

4. Operating Capital Outlay (OCO)

5. Fixed Capital Outlay (FCO)

County Taylor Costs Incurred During the Period of: 04 / 01 / 13 to 06 / 30 / 13 Claim Number: 4

Vendor	Briefly Describe Services Provided for EM	Date Received / Date of Services	Date Paid	Check Number	Amount
CDW	EOC Server Equip	May	5/6/13	46651	\$3,217.00
ProPac	Shelter Kit and Supplies	4-Jun	6/18/13	46994	\$3,821.71
Cox Electronics	EOC TV Upgrades	13-Jun	7/1/13	47043	\$7,257.92
Total					\$14,296.63

**DIVISION OF EMERGENCY MANAGEMENT**  
**EMERGENCY MANAGEMENT PERFORMANCE GRANT - EMPG BASE GRANT**  
**QUARTERLY FINANCIAL REPORT**  
**FORM 1**

GRANTEE:  
 County Name: Taylor  
 Address: POBox 620  
Perry, FL 32348

Claim # 4

(Select the quarter of submission)

**QUARTERLY REPORTING DUE DATES**

Point of Contact: <u>Dustin Hinkel</u>	July 1 - September 30 - Due no later than October 31	
Telephone #: <u>850-838-3500 x7</u>	October 1 - December 31 - Due no later than January 31	
AGREEMENT # <u>13-FG-86-03-72-01-129</u>	January 1 - March 31 - Due no later than April 30	
	April 1 - June 30 - Due no later than July 31	X

**THIS IS A REQUIRED DOCUMENT AND MUST BE SUBMITTED QUARTERLY**

CUMULATIVE	TOTAL ALLOCATED	CURRENT CLAIM	CUM. FUNDS EXPENDED	REMAINING BALANCE
1. Organizational Costs	\$47,614.00	\$12,094.04	\$46,165.47	\$1,448.53
2. Planning Costs				\$0.00
3. Training Costs				\$0.00
4. Exercise Costs				\$0.00
5. Equipment Costs	\$7,305.00	\$7,305.00	\$7,305.00	\$0.00
6. Management and Administration Costs (limited to 5% of the total award)				\$0.00
<b>TOTAL</b>	<b>\$54,919.00</b>	<b>\$19,399.04</b>	<b>\$53,470.47</b>	<b>\$1,448.53</b>

**TOTAL AMOUNT TO BE PAID ON THIS** **\$19,399.04**

EMPG MATCH			
Federal funds provided under this Agreement shall be matched by the Recipient dollar for dollar from non-federal funds. NOTE: If the amount entered below is NOT EMPA, provide appropriate back-up/supporting documentation.			
MATCH	EMPA	LOCAL	OTHER NON-FEDERAL
	\$54,919.00		

I hereby certify that the above costs are true and valid costs incurred in accordance with the project agreement.

Signed:

  
 Grantee Contract Manager or Financial Officer

7/19/2013  
 Date

**JACK R. BROWN**  
 COUNTY ADMINISTRATOR  
 TAYLOR COUNTY, FL  
 201 E. GREEN ST.  
 PERRY, FL 32347

**QUARTERLY STATUS REPORT**

This information must be clearly linked to the project **TIMELINE, DELIVERABLES AND THE SCOPE OF WORK.**

Report events, progress, delays, etc. that pertain to this project.

EM Coordinator participated in the Statewide Hurricane Exercise on 5/20 and 5/21.

(Attach additional page(s) if needed.)

**THIS SECTION BELOW IS TO BE COMPLETED BY DEM WITH EACH QUARTERLY FINANCIAL PAYMENT**

Total EMPG (Federal) Amount	
Prior Payments	
This Payment	
Unexpended Funds	

**EMERGENCY MANAGEMENT PERFORMANCE GRANT PROGRAM - BASE GRANT  
DETAIL OF CLAIMS  
FORM 2**

**CATEGORY # 1**

(Please use one form per category. Pick from the below 1-6)

- 1. Organizational Expenditures**
- 2. Planning Expenditures**
- 3. Training Expenditures**
- 4. Exercise Expenditures**
- 5. Equipment Expenditures**
- 6. Management and Administration Expenditures**  
(limited to 5% of the total award)

**County Taylor**

**Costs Incurred During the Period of: 4 / 1 / 13 to 6 / 30 / 31**

**Claim Number: \_**

**4**

Vendor	Briefly Describe Item and its EM Purpose	Date Received / Date of Services	Date Paid	Check Number	Amount	AEL# (if applicable)
Steve Spradley	Salary and Benefits	4/3/2013	4/5/2013	V5017376	\$1,182.25	
Steve Spradley	Salary and Benefits	4/17/2013	4/19/2013	V5017476	\$2,378.73	
Steve Spradley	Salary and Benefits	4/30/2013	5/3/2013	V5017576	\$1,182.26	
Steve Spradley	Salary and Benefits	5/15/2013	5/17/2013	V5017675	\$2,378.73	
Steve Spradley	Salary and Benefits	5/29/2013	5/31/2013	V5017777	\$1,191.90	
Steve Spradley	Salary and Benefits	6/12/2013	6/14/2013	V5017880	\$1,182.26	
Steve Spradley	Salary and Benefits	6/26/2013	6/28/2013	V5017982	\$2,378.73	
Florida Municipal Insurance Trust	Workers' Compensation insurance for EM Coordinator	6/18/2013	6/18/13%	46966	\$219.18	
Total Costs Charged to this Grant					<b>\$12,094.04</b>	

EMERGENCY MANAGEMENT PERFORMANCE GRANT PROGRAM - BASE GRANT  
DETAIL OF CLAIMS  
FORM 2

CATEGORY # 5

(Please use one form per category. Pick from the below 1-6)

1. Organizational Expenditures
2. Planning Expenditures
3. Training Expenditures
4. Exercise Expenditures
5. Equipment Expenditures
6. Management and Administration Expenditures  
(limited to 5% of the total award)

County Taylor

Costs Incurred During the Period of: 4 / 1 / 13 to 6 / 30 / 31

Claim Number: \_

4

Vendor	Briefly Describe Item and its EM Purpose	Date Received / Date of Services	Date Paid	Check Number	Amount	AEL# (if applicable)
Turnkey Electric, LLC	Mobile light generator for emergency response team	6/19/2013	7/1/2013	47079	\$7,305.00	10GE-00-GENR
Total Costs Charged to this Grant					\$7,305.00	



## EMERGENCY MANAGEMENT PERFORMANCE GRANT PROGRAM - BASE GRANT

Form 2 (if applicable)

## DETAIL OF CLAIMS

## ORGANIZATIONAL / SALARIES AND BENEFITS COSTS

**SALARY DEFINITION:** The cash compensation for services rendered by a regular employee in an established position for a specific period of time.County Taylor Costs Incurred During the Period of: 4 / 1 / 13 to 6 / 30 / 13 Claim Number: 4

Name of Employees	Job Title	% of Time Charged to this Grant	Salary \$ Charged to this Grant	Fringe Benefits \$ Charged to this Grant
Steve Spradley	EM Coordinator	100%	\$7,636.86	\$4,238.01
TOTALS			\$7,636.86	\$4,238.01
Total Salaries and Benefits Charged to this Grant				\$11,874.87

DIVISION OF EMERGENCY MANAGEMENT  
 \_TAYLOR\_ COUNTY  
 FY 2012-2013  
 FOR EMPG FUNDED EMPLOYEES ONLY  
 FORM 3

**EMPG Staffing Detail**

Name & Position Title [1]	Approx # of hrs/Week Devoted to EM Activities [2]	Annual Total Salaries & Benefits by position [3]	% EMPG Base Grant (Federal) [4]
Stephen L. Spradley, EM Coordinator	40	\$ 49,942.34	100%

**DIRECTIONS STAFFING DETAIL:**

1. In column 1 list titles and name of ALL EMPG funded staff
2. Complete column 2 for each position.
3. In column 3 list total anticipated annual amount of Salaries and Benefits to be paid for each position.
4. In columns 4, provide the funding distribution (%) for the amount in column 3.

**EMPG Training**

Has the employee received certificate/completed the following: (yes or no)				
NIMS IS 100	NIMS IS 200	NIMS IS 700	NIMS IS 800	FEMA Professional Development Series
Yes	Yes	Yes	Yes	Yes

**EMPG Exercise(s) Per Quarter**

Name & Position Title [1]	Date [2]	Description of Exercise [3]
Stephen L. Spradley	5/20/13 - 5/21/13	Statewide Hurricane Exercise

**DIRECTIONS:**

1. In column 1, list name and titles of Emergency Management staff that is funded with EMPG
2. In column 2, date of Exercise(s) employee participated in
3. In column 3, a brief description of the exercise(s) EMPG employee participated in

**DIVISION OF EMERGENCY MANAGEMENT  
FINANCIAL HISTORY REPORT/QUARTERLY STATUS REPORT  
FORM 1 AND 2**

GRANTEE: Taylor County  
PO Box 620  
Perry, FL 32348

(Select the quarter of submission along with year)

**QUARTERLY REPORTING DUE DATES**

☐ JANUARY 1 - MARCH 31 - Due no later than April 30, 2013  
☒ APRIL 1 - JUNE 30 - Due no later than July 31, 2013  
☐ JULY 1 - SEPTEMBER 30 - Due no later than October 31, N/A  
☐ OCTOBER 1 - DECEMBER 31 - Due no later than January 31, 2012

AGREEMENT # 13-DS-97-03-72-01-358

**FINANCIAL HISTORY REPORT**

THIS IS A REQUIRED DOCUMENT AND MUST BE SUBMITTED QUARTERLY

CUMULATIVE	TOTAL ALLOCATED	QUARTERLY FUNDS EXPENDED	CUM. FUNDS EXPENDED	REMAINING BALANCE
1. Planning Costs	\$0.00	\$0.00	\$0.00	\$0.00
2. Training Costs	\$0.00	\$0.00	\$0.00	\$0.00
3. Exercise Costs	\$10,923.00	\$0.00	\$0.00	\$0.00
4. Organizational Costs				
5. Equipment Costs				
6. Manament and Administration Costs (limited to 3% of the total	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL EXPENDITURES</b>	<b>\$10,923.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,923.00</b>

**TOTAL PAYMENTS PREVIOUSLY RECEIVED** \_\_\_\_\_

I hereby certify that the above costs are true and valid costs incurred in accordance with the project agreement.

Signed: \_\_\_\_\_

*Jack R. Brown*  
Contract Manager or Financial Officer

**JACK R. BROWN**  
COUNTY ADMINISTRATOR  
TAYLOR COUNTY, FL  
201 E. GREEN ST.  
PERRY, FL 32347

**QUARTERLY STATUS REPORT**

THIS IS A REQUIRED DOCUMENT AND MUST BE SUBMITTED QUARTERLY

This information must be clearly linked to the project **TIMELINE, DELIVERABLES AND THE SCOPE OF WORK.**

Report events, progress, delays, etc. that pertain to this project.

2/10/13 - TCEM received executed contract

Staff is still researching projects

Staff has met with Training and exercise committee and discussed potentially funding exercise in the Winter

(Attach additional page(s) if needed.)

TO BE COMPLETED BY FDEM STAFF

DATE SUBMITTED TO FDEM \_\_\_\_\_

**DIVISION OF EMERGENCY MANAGEMENT  
REIMBURSEMENT REQUEST  
FORM 3**

<b>Grantee</b> Taylor County	<b>Payment Date</b>
<b>Address</b> PO Box 620	<b>Agreement #</b> 13-DS-97-03-72-01-358
<b>Perry, FL 32348</b>	<b>Payment #</b>
<b>Phone #</b> 850-838-3500x107	<b>Amount</b>

**COSTS INCURRED AND PAID DURING THE PERIOD OF:** 04/01/13 **through** 06/30/13

**THIS MUST BE ACCOMPANIED BY THE DETAIL OF CLAIMS FORM**

1. Planning Expenditures	\$	-
2. Training Expenditures	\$	-
3. Exercise Expenditures		
4. Organizational Expenditures		
5. Equipment Expenditures		
Management and Administration Expenditures		
6. (limited to 3% of the total award)	\$	-
<b>TOTAL EXPENDITURES</b>		\$ -

I hereby certify that the above costs are true and valid costs incurred in accordance with the project agreement.

Signed:   
Contract Manager or Financial Officer

**JACK R. BROWN**  
COUNTY ADMINISTRATOR  
TAYLOR COUNTY, FL  
201 E. GREEN ST.  
PERRY, FL 32347

**TO BE COMPLETED BY DEM STAFF**

<b>AGREEMENT AMOUNT</b>	\$0.00
<b>PREVIOUS PAYMENT(S)</b>	\$0.00
<b>THIS PAYMENT</b>	\$0.00
<b>REMAINING BALANCE</b>	\$0.00

<b>TOTAL AMOUNT TO BE PAID ON THIS INVOICE</b>  <u>\$0.00</u>
---

**DATE SUBMITTED TO FDEM** \_\_\_\_\_

**DIVISION OF EMERGENCY MANAGEMENT  
FINANCIAL HISTORY REPORT/QUARTERLY STATUS REPORT  
FORM 1 AND 2**

**GRANTEE:** Taylor County  
PO Box 620  
Perry, FL 32348

(Select the quarter of submission along with year)

**QUARTERLY REPORTING DUE DATES**

**AGREEMENT #** 13-DS-20-03-72-01-306

<input type="radio"/> JANUARY 1 - MARCH 31 - Due no later than April 30,	<u>2013</u>
<input type="radio"/> APRIL 1 - JUNE 30 - Due no later than July 31,	<u>2013</u>
<input type="radio"/> JULY 1 - SEPTEMBER 30 - Due no later than October 31,	<u>N/A</u>
<input type="radio"/> OCTOBER 1 - DECEMBER 31 - Due no later than January 31,	<u>2012</u>

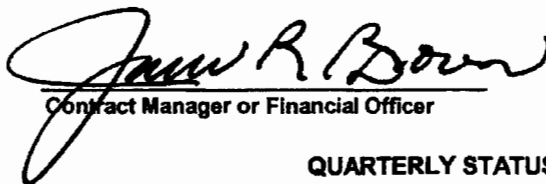
**FINANCIAL HISTORY REPORT**

**THIS IS A REQUIRED DOCUMENT AND MUST BE SUBMITTED QUARTERLY**

CUMULATIVE	TOTAL ALLOCATED	QUARTERLY FUNDS EXPENDED	CUM. FUNDS EXPENDED	REMAINING BALANCE
1. Planning Costs	\$4,500.00	\$1,500.00	\$1,500.00	\$3,000.00
2. Training Costs	\$5,000.00	\$433.86	\$433.86	\$4,566.14
3. Exercise Costs				
4. Organizational Costs				
5. Equipment Costs				
6. Managment and Administration Costs (limited to 3% of the total	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL EXPENDITURES</b>	<b>\$9,500.00</b>	<b>\$1,933.86</b>	<b>\$1,933.86</b>	<b>\$7,566.14</b>

**TOTAL PAYMENTS PREVIOUSLY RECEIVED** \$0.00

I hereby certify that the above costs are true and valid costs incurred in accordance with the project agreement.

Signed:   
Contract Manager or Financial Officer

**JACK R. BROWN**  
COUNTY ADMINISTRATOR  
TAYLOR COUNTY, FL  
201 E. GREEN ST.  
PERRY, FL 32347

**QUARTERLY STATUS REPORT**

**THIS IS A REQUIRED DOCUMENT AND MUST BE SUBMITTED QUARTERLY**

**This information must be clearly linked to the project TIMELINE, DELIVERABLES AND THE SCOPE OF WORK.  
Report events, progress, delays, etc. that pertain to this project.**

5/21/13 - TCEM paid ESRI for ArcGIS license

5/29/13 - TCEM reimbursed Taylor County Fire for overtime incurred during NIMS training class

Invoice has been received for Website enhancements and will be reflected on the next request

(Attach additional page(s) if needed.)

TO BE COMPLETED BY FDEM STAFF

DATE SUBMITTED TO FDEM \_\_\_\_\_

**DIVISION OF EMERGENCY MANAGEMENT  
REIMBURSEMENT REQUEST  
FORM 3**

<b>Grantee</b> Taylor County	<b>Payment Date</b>
<b>Address</b> PO Box 620	<b>Agreement #</b> 13-DS-20-03-72-01-306
Perry, FL 32348	<b>Payment #</b>
<b>Phone #</b> 850-838-3500x107	<b>Amount</b> \$1,933.86

**COSTS INCURRED AND PAID DURING THE PERIOD OF:** 04/01/13 **through** 06/30/13

**THIS MUST BE ACCOMPANIED BY THE DETAIL OF CLAIMS FORM**

1. Planning Expenditures	\$	1,500.00
2. Training Expenditures	\$	433.86
3. Exercise Expenditures		
4. Organizational Exenditures		
5. Equipment Expenditures		
Management and Administration Expenditures		
6. (limited to 3% of the total award)	\$	-

<b>TOTAL EXPENDITURES</b>	\$	1,933.86
---------------------------	----	----------

I hereby certify that the above costs are true and valid costs incurred in accordance with the project agreement.

Signed: *Jack R. Brown*  
Contract Manager or Financial Officer

**JACK R. BROWN**  
COUNTY ADMINISTRATOR  
TAYLOR COUNTY, FL  
201 E. GREEN ST.  
PERRY, FL 32347

**TO BE COMPLETED BY DEM STAFF**

<b>AGREEMENT AMOUNT</b>	\$0.00
<b>PREVIOUS PAYMENT(S)</b>	\$0.00
<b>THIS PAYMENT</b>	\$0.00
<b>REMAINING BALANCE</b>	\$0.00

<b>TOTAL AMOUNT TO BE PAID ON THIS INVOICE</b>  <div style="border-top: 1px solid black; width: 100px; margin: 0 auto;">\$0.00</div>
--

**DATE SUBMITTED TO FDEM** \_\_\_\_\_

## DIVISION OF EMERGENCY MANAGEMENT DETAIL OF CLAIMS FORM 4A

**PLEASE SUBMIT A SEPARATE FORM (4) FOR EACH OF THE FOLLOWING CATEGORIES**

1. Planning Expenditures
2. Training Expenditures
3. Exercise Expenditures
4. Organizational Expenditures
5. Equipment Expenditures
6. Management and Administration Expenditures  
(limited to 3% of the total award)

**CATEGORY**

## Planning

**GRANTEE:** Taylor County

AGREEMENT # 13-DS-20-03-72-01-306

<b>COST INCURRED AND PAID DURING THE PERIOD</b>	<b>\$1,500.00</b>
---	-------------------

VENDOR	DATE PAID	CHECK #	DESCRIPTION	AMOUNT (Requested for reimbursement)
ESRI	05/21/13	46777	Payment for ArcGIS Desktop Basic Single Use License	\$1,500.00
TOTAL EXPENDITURES				\$1,500.00

1. FORM MUST BE COMPILED FROM FORM 4B BY CATEGORY  
2. FORM MUST ACCOMPANY THE REIMBURSEMENT REQUEST

## DIVISION OF EMERGENCY MANAGEMENT DETAIL OF CLAIMS FORM 4A

**PLEASE SUBMIT A SEPARATE FORM (4) FOR EACH OF THE FOLLOWING CATEGORIES**

1. Planning Expenditures
2. Training Expenditures
3. Exercise Expenditures
4. Organizational Expenditures
5. Equipment Expenditures
6. Management and Administration Expenditures  
(limited to 3% of the total award)

**CATEGORY**

## Training

**GRANTEE:** Taylor County

**AGREEMENT #** 13-DS-20-03-72-01-306

<b>COST INCURRED AND PAID DURING THE PERIOD</b>	<b>\$433.86</b>
---	-----------------

VENDOR	DATE PAID	CHECK #	DESCRIPTION	AMOUNT <small>(Requested for reimbursement)</small>
Dan Cassel	05/31/13	V5017764	Compensation for overtime accrued attending NIMS/ICS Class	\$321.69
Nicholas Weadon	05/31/13	V5017771	Compensation for overtime accrued attending NIMS/ICS Class	\$112.17
<b>TOTAL EXPENDITURES</b>				<b>\$433.86</b>

- 1. FORM MUST BE COMPILED FROM FORM 4B BY CATEGORY**  
**2. FORM MUST ACCOMPANY THE REIMBURSEMENT REQUEST**



DIVISION OF EMERGENCY MANAGEMENT  
DETAIL OF CLAIMS  
FORM 4B

**THIS FORM IS BACKUP AND MUST ACCOMPANY THE REIMBURSEMENT REQUEST AND DETAIL OF CLAIMS,  
FORM 4A**

The Recipient is required to provide a completed budget detail worksheet, to the Division, which accounts for the total award for Issues as described in the "Proposed Program Budget".

If any changes need to be made to the "Budget Detail Worksheet", after the execution of this agreement, contact the grant manager listed in this agreement via email or letter.

Developing hazard/threat-specific annexes that incorporate the range of prevention, protection, response, and recovery activities			\$0.00	
Developing and implementing homeland security support programs and adopting ongoing DHS national initiatives			\$0.00	
Developing related terrorism prevention activities			\$0.00	
Developing and enhancing plans and protocols			\$0.00	
Developing or conducting assessments			\$0.00	
Hiring of full or part-time staff or contractors/consultants to assist with planning activities (not for the purpose of hiring public safety personnel fulfilling traditional public safety duties)	1	\$3,000.00	\$3,000.00	7
Conferences to facilitate planning activities			\$0.00	
Materials required to conduct planning activities	1	\$1,500.00	\$1,500.00	7
Travel/per diem related to planning activities			\$0.00	
<b>Overtime and backfill costs</b> - Payment of overtime expenses will be for work performed by award (SAA) or sub-award employees in excess of the established work week (usually 40 hours) related to the planning activities for the development and implementation of the programs under HSGP.			\$0.00	
<b>Other projects areas with prior approval from FEMA</b>			\$0.00	
<b>Issuance of WHTI-compliant tribal Identification cards</b>			\$0.00	
<b>Activities to achieve planning inclusive of people with disabilities</b>			\$0.00	
<b>SUBTOTAL</b>			\$4,500.00	
Overtime and backfill for emergency preparedness and response personnel attending FEMA-sponsored and approved training classes.	1	\$5,000.00	\$5,000.00	7
Overtime and backfill expenses for part-time and volunteer emergency response personnel participating in FEMA training.			\$0.00	
<b>Training, Workshops and Conferences</b> - Grant funds may be used to plan and conduct training workshops or conferences to include costs related to planning, meeting space and other meeting costs, facilitation costs, materials and supplies, travel and training plan development.			\$0.00	
<b>Activities to achieve training inclusive of people with disabilities</b>			\$0.00	

DIVISION OF EMERGENCY MANAGEMENT  
DETAIL OF CLAIMS  
FORM 4B

Full or Part-Time Staff or Contractors/Consultants - Full or part-time staff may be hired to support training-related activities. Payment of salaries and fringe benefits must be in accordance with the policies of the state or local unit(s) of government and have the approval of the state or the awarding agency, whichever is applicable. The services of contractors/consultants may also be procured by the state in the design, development, conduct, and evaluation of CBRNE training. The applicant's formal written procurement policy or the Federal Acquisition Regulations (FAR) must be followed.			\$0.00	
Travel - Travel costs (i.e., airfare, mileage, per diem, hotel, etc.) are allowable as expenses by employees who are on travel status for official business related to the planning and conduct of the training project(s) or for attending ODP-sponsored courses. These costs must be in accordance with state law as highlighted in the <i>OJP Financial Guide</i> . States must also follow state regulations regarding travel. If a state or territory does not have a travel policy they must follow federal guidelines and rates, as explained in the <i>OJP Financial Guide</i> . For further information on federal law pertaining to travel costs please refer to <a href="http://www.ojp.usdoj.gov/FinGuide">http://www.ojp.usdoj.gov/FinGuide</a> .			\$0.00	
Supplies - Supplies are items that are expended or consumed during the course of the planning and conduct of the training project(s) (e.g., copying paper, gloves, tape, and non-sterile masks.)			\$0.00	
Tuition for higher education			\$0.00	
Other Items - These costs include the rental of space/locations for planning and conducting training, badges, etc.			\$0.00	
<b>SUBTOTAL</b>			<b>\$5,000.00</b>	
A complete list of ODP approved training courses may be found at <a href="http://www.ojp.usdoj.gov/odp/docs/Eligible_Federal_Courses.pdf">www.ojp.usdoj.gov/odp/docs/Eligible_Federal_Courses.pdf</a>				
Hiring of full-time or part-time staff or contractors/consultants: • To assist with the management of the respective FY 2011 grant program. • To assist with application requirements and the implementation of the respective FY 2011 grant program • To assist with the compliance with reporting and data collection as it may relate to the respective FY 2011 grant program • Meeting compliance with reporting/data collection requirements, including data calls.			\$0.00	
Development of operating plans for information collection and processing necessary to respond to DHS/FEMA data calls.			\$0.00	
Costs associate with achieving emergency management that is inclusive of the access and functional needs of workers and citizens with disabilities.			\$0.00	

DIVISION OF EMERGENCY MANAGEMENT  
DETAIL OF CLAIMS  
FORM 4B

<p>Overtime and backfill costs – Overtime expenses are defined as the result of personnel who worked over and above their normal scheduled daily or weekly worked time in the performance of FEMA – approved activities. Backfill Costs also called "Overtime as Backfill" are defined as expenses from the result of personnel who are working overtime in order to perform the duties of other personnel who are temporarily assigned to FEMA – approved activities outside their core responsibilities. Neither overtime nor backfill expenses are the result of an increase of Full – Time Equivalent (FTEs) employees. These costs are allowed only to the extent the payment for such services is in accordance with the policies of the state or unit(s) of local government and has the approval of the state or the awarding agency, whichever is applicable. In no case is dual compensation allowable. That is, an employee of a unit of government may not receive compensation from their unit or agency of government AND from an award for a single period of time (e.g., 1:00 pm to 5:00 pm), even though such work may benefit both activities. Fringe benefits on overtime hours are limited to Federal Insurance Contributions Act (FICA), Workers' Compensation and Unemployment Compensation.</p>			\$0.00	
Travel expenses			\$0.00	

DIVISION OF EMERGENCY MANAGEMENT  
DETAIL OF CLAIMS  
FORM 4B

Meeting-related expenses (For a complete list of allowable meeting-related expenses, please review the OJP Financial Guide at <a href="http://www.ojp.usdoj.gov/FinGuide">http://www.ojp.usdoj.gov/FinGuide</a> ).			\$0.00	
Acquisition of authorized office equipment, including personal computers, laptop computers, printers, LCD projectors, and other equipment or software which may be required to support the implementation of the homeland security strategy.			\$0.00	
The following are allowable only within the contract period: • Recurring fees/charges associated with certain equipment, such as cell phones, faxes, etc. • Leasing and/or renting of space for newly hired personnel to administer programs within the respective FY 2011 grant program.			\$0.00	
<b>SUBTOTAL</b>			<b>\$0.00</b>	
<b>TOTAL ALL EXPENDITURES</b>			<b>\$9,500.00</b>	

**DIVISION OF EMERGENCY MANAGEMENT  
PROJECT MILESTONES AND DELIVERABLES  
FORM 4C**

THIS IS A REQUIRED DOCUMENT AND MUST BE SUBMITTED WITH EACH REQUEST FOR REIMBURSEMENT

If applicable, please select the procurement method(s) associated with this request.	Method of Procurement:	ITB <input type="checkbox"/>	RFP <input type="checkbox"/>	ITN <input type="checkbox"/>	Single/Sole Source (Cost Analysis) <input checked="" type="checkbox"/>	Emergency Certification <input type="checkbox"/>	Other: Specify <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
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Categories	Funds Expended (This Request)
1. Planning Costs	\$1,500.00
2. Training Costs	\$433.86
3. Exercise Costs	
4. Organization Costs	
5. Equipment Costs	
6. Management and Administration Costs (limited to 3% of the total award)	
<b>TOTALS</b>	<b>\$1,933.86</b>

**Deliverables should be:**

*Directly related to the scope	*Used to measure progress	*Specific, Quantifiable, Measureable & Verifiable	*Events that trigger payment	*A necessary part of your performance
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**NARRATIVE SUMMARY OF EXPENDITURES**  
Deliverables Including Minimum Performance Standards  
This information must be clearly linked to the project **TIMELINE, DELIVERABLES AND SCOPE OF WORK.**

TCEM required a GIS system for planning purposes and procured ESRI's ArcGIS license consistent with the preferred operating system for the County on 5/21/13.

On the week of 5/13/13 TCEM hosted an ICS class and was approved to finance overtime for county employee participation. The employees were compensated for OT accrued on 5/31.

**AGENCY MANAGEMENT CERTIFICATION:**

I certify, by evidence of my signature below, the above information is true and correct; and accurately reflects the terms and conditions of the executed agreement on file. I understand that the FDEM reserves the right to require additional documentation and/or conduct periodic post-audits of any agreement.

Management Name Printed	Management Signature	Date:
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2-N

## **TAYLOR COUNTY BOARD OF COMMISSIONERS**

### ***County Commission Agenda Item***

**SUBJECT/TITLE:**

THE BOARD TO CONSIDER APPROVAL OF A TRANSFER OUT OF RESERVE FOR CONTINGENCY TO CONTINUE TO PAY FOR STATE MANDATED MEDICAL EXAMINER FEES THROUGH THE END OF THE CURRENT FISCAL YEAR, AS AGENDAED BY DUSTIN HINKEL, ASSISTANT COUNTY ADMINISTRATOR

**MEETING DATE REQUESTED:**

AUGUST 5, 2013

**Statement of Issue:** THE BOARD IS REQUIRED TO FUND MEDICAL EXAMINER EXPENSES AND ONLY HAS \$1,518.58 REMAINING.

**Recommended Action:** APPROVE TRANSFER

**Fiscal Impact:** \$23,703

**Budgeted Expense:** NO

**Submitted By:** DUSTIN HINKEL, ASSISTANT COUNTY ADMINISTRATOR

**Contact:** 838-3500x7

### **SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS**

**History, Facts & Issues:** THE BOARD IS REQUIRED TO PAY MEDICAL EXAMINER FEES. THE EXPENDITURE ACCOUNT HAS INSUFFICIENT FUNDS TO MAINTAIN COMPLIANCE WITH THE STATE STATUTE.

**Options:** APPROVAL/NOT APPROVE

**Attachments:** CURRENT M.E. EXPENSE BUDGET  
BUDGET TRANSFER REQUEST

**TAYLOR COUNTY  
BOARD OF COUNTY COMMISSIONERS  
REQUEST FOR BUDGET TRANSFER**

DEPARTMENT: 0150 – MEDICAL EXAMINER

DEPARTMENT HEAD: DUSTIN HINKEL, ASSISTANT COUNTY ADMINISTRATOR

8/5/13

	AMOUNT		ACCOUNT NO.	ACCOUNT NAME
\$	22,953.00	FROM	9001-59900	Reserve for Contingency
		TO	0150-53105	MED. EXAMINER FEES

REASON: TO COVER MEDICAL EXAMINER FEE EXPENSES THROUGH THE CURRENT FY

	AMOUNT		ACCOUNT NO.	ACCOUNT NAME
\$	750	FROM	9001-59900	Reserve for Contingency
		TO	0150-53106	MED. EXAMINER-ABUSED CHILD

REASON: TO COVER MEDICAL EXAMINER FEE EXPENSES THROUGH THE CURRENT FY

	AMOUNT		ACCOUNT NO.	ACCOUNT NAME
\$		FROM		
		TO		

REASON:

	AMOUNT		ACCOUNT NO.	ACCOUNT NAME
\$		FROM		
		TO		

REASON:

	AMOUNT		ACCOUNT NO.	ACCOUNT NAME
\$		FROM		
		TO		

REASON:

	AMOUNT		ACCOUNT NO.	ACCOUNT NAME
\$		FROM		
		TO		

REASON:

	AMOUNT		ACCOUNT NO.	ACCOUNT NAME
\$		FROM		
		TO		

REASON:

COUNTY COMMISSION CHAIR:

Pam Feagle

DATE: 8/5/13

SUNGARD PENTAMATION, INC.  
DATE: 07/31/2013  
TIME: 09:48:09

TAYLOR COUNTY BOARD OF COMMISSIONERS  
EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 1  
AUDIT21

SELECTION CRITERIA: 1=1 expledgr.key\_orgn='0150'  
ACCOUNTING PERIODS: 1/13 THRU 10/13

SORTED BY: FUND,FUNCTION,ACTIVITY,TOTL/DEPT,ACCOUNT

TOTALED ON: FUND,TOTL/DEPT

PAGE BREAKS ON: FUND,TOTL/DEPT

FUND - 001 - GENERAL FUND  
FD/DEPT - 0150 - MEDICAL EXAMINER

ACCOUNT DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION	CUMULATIVE BALANCE
001-510-516-0150-0150 - MEDICAL EXAMINER									
53105		MED.EXAMINER FEES (DEATHS)			.00	.00	.00	BEGINNING BALANCE	
10/01/12	11-1				46,150.00			POSTED FROM BUDGET SYSTEM	
11/20/12	21-2		45752	000166 KETCHUM, WOOD, A		7,439.50	.00	TAYLOR CO.BOARD OF CC	
12/18/12	21-3		45881	000166 KETCHUM, WOOD, A		9,896.25	.00	TAYLOR CO.BOARD OF CC	
01/22/13	21-4		46068	000166 KETCHUM, WOOD, A		9,040.30	.00	TAYLOR CO.BOARD OF CC	
02/19/13	21-5		46234	000166 KETCHUM, WOOD, A		4,079.80	.00	TAYLOR CO.BOARD OF CC	
03/19/13	21-6		46396	000166 KETCHUM, WOOD, A		2,592.40	.00	TAYLOR CO.BOARD OF CC	
04/16/13	21-7		46569	000166 KETCHUM, WOOD, A		5,028.23	.00	TAYLOR CO.BOARD OF CC	
05/21/13	21-8		46787	000166 KETCHUM, WOOD, A		5,526.30	.00	TAYLOR CO.BOARD OF CC	
06/18/13	21-9		46976	000166 KETCHUM, WOOD, A		1,822.14	.00	TAYLOR CO.BOARD OF CC	
TOTAL		MED.EXAMINER FEES (DEATHS)			46,150.00	45,424.92	.00		725.08
53106 MED.EXAMINER-ABUSED CHILD .00 .00 .00 BEGINNING BALANCE									
10/01/12	11-1				1,885.00			POSTED FROM BUDGET SYSTEM	
01/22/13	21-4		46056	6102 CHILDREN'S HOME		750.00	.00	11/12 ABUSE CASES	
04/05/13	25-7		20130128		1,000.00			ME CHILD INCREASE	
04/16/13	21-7		46546	6102 CHILDREN'S HOME		500.00	.00	01/13 ABUSE CASES	
04/16/13	21-7		46546	6102 CHILDREN'S HOME		1,000.00	.00	02/13 ABUSE CASES	
04/16/13	21-7		46546	6102 CHILDREN'S HOME		250.00	.00	03/13 ABUSE CASES	
07/08/13	25-10		20130270		365.00			CHILDRENS HOME	
07/16/13	21-10		47129	6102 CHILDREN'S HOME		250.00	.00	04/13 ABUSE CASES	
07/16/13	21-10		47129	6102 CHILDREN'S HOME		500.00	.00	05/13 ABUSE CASES	
TOTAL		MED.EXAMINER-ABUSED CHILD			3,250.00	3,250.00	.00		.00
53110 M.E. TRANSPORTATION COST .00 .00 .00 BEGINNING BALANCE									
10/01/12	11-1				5,500.00			POSTED FROM BUDGET SYSTEM	
12/18/12	21-3		45926	5851 TRINITY FUNERAL		441.50	.00	PATRICIA HOWARD 11/2	
12/18/12	21-3		45891	6020 NATURE COAST SER		400.00	.00	ARNOLDDIDRICKSON11/13	
12/18/12	21-3		45843	003847 BEGGS FUNERAL HO		300.00	.00	ROBERT SULLIVAN 11/12	
02/19/13	21-5		46202	003847 BEGGS FUNERAL HO		350.00	.00	SCOTT F.ESTEY 1/29/13	
04/01/13	21-7		46463	003847 BEGGS FUNERAL HO		350.00	.00	JUSTINCOLTRASHLEY3/16	
04/01/13	21-7		46463	003847 BEGGS FUNERAL HO		350.00	.00	DIANEJOYCE MCNUTT3/17	
04/05/13	25-7		20130128		-1,000.00			ME CHILD INCREASE	
06/03/13	21-9		46886	6020 NATURE COAST SER		400.00	.00	CHRISTOPHER PATTEN5/7	

\* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION



SUNGARD PENTAMATION, INC.  
DATE: 07/31/2013  
TIME: 09:48:09

TAYLOR COUNTY BOARD OF COMMISSIONERS  
EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 2  
AUDIT21

SELECTION CRITERIA: 1=1 expldgr.key\_orgn='0150'  
ACCOUNTING PERIODS: 1/13 THRU 10/13

SORTED BY: FUND,FUNCTION,ACTIVITY,TOTL/DEPT,ACCOUNT

TOTALED ON: FUND,TOTL/DEPT

PAGE BREAKS ON: FUND,TOTL/DEPT

FUND - 001 - GENERAL FUND  
FD/DEPT - 0150 - MEDICAL EXAMINER

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION	CUMULATIVE BALANCE
53110					M.E. TRANSPORTATION COST (cont'd)					
	06/03/13	21-9		46886	6020 NATURE COAST SER		400.00	.00	GREGORYE.KNAPP5/15/13	
	06/03/13	21-9		46839	003847 BEGGS FUNERAL HO		350.00	.00	GAYLA HARPER 5/13/13	
	07/08/13	25-10		20130270		-365.00			CHILDRENS HOME	
TOTAL					M.E. TRANSPORTATION COST	4,135.00	3,341.50	.00		793.50
TOTAL TOTL/DEPT - MEDICAL EXAMINER						53,535.00	52,016.42	.00		1,518.58
TOTAL FUND - GENERAL FUND						53,535.00	52,016.42	.00		1,518.58
TOTAL REPORT						53,535.00	52,016.42	.00		1,518.58

\* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

2-0

## **TAYLOR COUNTY BOARD OF COMMISSIONERS**

### ***County Commission Agenda Item***

**SUBJECT/TITLE:**

THE BOARD TO CONSIDER APPROVAL OF A TRANSFER OUT OF THE LANDFILL RESERVE FOR CAPITAL IMPROVEMENTS TO PURCHASE AN AIR CURTAIN BURN BOX, AS AGENDAED BY DUSTIN HINKEL, ASSISTANT COUNTY ADMINISTRATOR

**MEETING DATE REQUESTED:**

AUGUST 5, 2013

**Statement of Issue:** THE BOARD DISCUSSED ALTERNATIVE METHODS OF WOOD DEBRIS DISPOSAL AT ITS JULY 23<sup>RD</sup> WORKSHOP.

**Recommended Action:** APPROVE TRANSFER

**Fiscal Impact:** \$100,000

**Budgeted Expense:** NO

**Submitted By:** DUSTIN HINKEL, ASSISTANT COUNTY ADMINISTRATOR

**Contact:** 838-3500x7

### **SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS**

**History, Facts & Issues:** CURRENTLY THE COUNTY USES THE CITY OF PERRY'S BURN SITE TO ELIMINATE WOOD DEBRIS. THE CITY OF PERRY HAS INFORMED THE COUNTY THAT RATES TO USE THE BURN SITE MAY INCREASE TO AS MUCH AS \$13 PER TON. AT THE JULY 23<sup>RD</sup> WORKSHOP STAFF PRESENTED THE BOARD OPTIONS FOR CLEARING WOOD DEBRIS TURNED INTO COUNTY ROLL-OFF SITES AND GENERATED BY COUNTY OPERATIONS. STAFF IS RECOMMENDING THE BOARD TO ALLOCATE FUNDS TO ACQUIRE AN AIR CURTAIN BURN BOX SO THAT STAFF CAN ADDRESS WOOD DEBRIS IN-HOUSE.

**Options:** APPROVAL/NOT APPROVE

**Attachments:** CITY OF PERRY CORRESPONDENCE  
AIR BURNERS, INC. S220 QUOTE

## **TAYLOR COUNTY BOARD OF COMMISSIONERS**

### ***County Commission Agenda Item***

**SUBJECT/TITLE:**

The Board to Discuss Alternative Options for Yard Waste and Debris Disposal as Agendaed by Jack Brown, County Administrator.

**MEETING DATE REQUESTED:**

July 23, 2013

**Statement of Issue:**

On July 9, 2013, Bob Brown notified the County Administrator of proposed fees for the upcoming budget year for the county's use of the City of Perry's Burn Site.

**Recommended Action:**

Workshop – Discussion only

**Fiscal Impact:**

To Be Determined (TBD)

**Budgeted:** No

**Submitted By:**

Jack R. Brown, County Administrator

**Contact:**

(850) 838-3500, Ext. 7

### **SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS**

**History, Facts & Issues:** As stated above.

**Options:****Attachments:**

1) Email from Bob Brown, 2) Email and Materials from Air Burner

## Jack Brown

---

**From:** bob brown <bbrown@cityofperry.net>  
**Sent:** Tuesday, July 09, 2013 2:09 PM  
**To:** Jack Brown  
**Subject:** Burn site fee

Hi Jack,

I believe the Council will set burn site use fees somewhere between \$8.25 - \$13.00 a ton (landfill is \$43/ton) for your budgeting purposes. They may also be a provision that wood in excess of 10" in diameter be segregated and delivered separately to the site than < 10" and a surcharge to the rate for the > 10" items.

THANKS  
Bob

Visit us at <http://www.cityofperry.net>  
Follow us on Twitter: @CityofPerryFL

## Jack Brown

---

**From:** Matthew O'Connor <moconnor@airburners.com>  
**Sent:** Monday, July 22, 2013 4:22 PM  
**To:** Jack Brown  
**Subject:** Air Burners Information and Pricing  
**Attachments:** Firebox 2 pg Info..pdf; Air Burners S-220.pdf; Public Works Transfer Station.pdf; S-220 Operating Costs.pdf; Eglin AFB News.pdf; References.docx

Mr. Brown,

Thank you again for contacting us. I've included the information discussed as well as a bit of additional information I thought would be helpful. Included in the quote I added an ash rake as well as steel safety enclosure around the equipment deck at no extra cost. It would be my pleasure to assist with any additional questions, visit your proposed site, meet at Gilchrist County for a demonstration... Anything at all.

Florida Department of Environmental Protection  
Innovative Recycling and Waste Reduction Grant:  
[http://www.dep.state.fl.us/waste/quick\\_topics/publications/shw/recycling/InnovativeGrants/IGYear10/fullprop/GilchristCountyProposal.pdf](http://www.dep.state.fl.us/waste/quick_topics/publications/shw/recycling/InnovativeGrants/IGYear10/fullprop/GilchristCountyProposal.pdf)

Most recent USEPA Test data of S-327 FireBox at Floyd Bennett Field, Brooklyn New York, Disposing of Hurricane Sandy clean wood waste.

Link to Project overview: <http://www.epa.gov/sandy/airmonitoring.html>  
Day #1 USEPA Emission Results Link: <http://www.epa.gov/sandy/data/burnsamplingsummary-11-28-2012.pdf>

Again, thank you for contacting us and I look forward to hearing back from you once you've reviewed everything.

Best regards,

Matt O'Connor  
Air Burners  
4390 Cargo Way  
Palm City, FL 34990  
Ph: 772-220-7303  
Cell: 772-631-8140  
Email: [moconnor@airburners.com](mailto:moconnor@airburners.com)  
[www.airburners.com](http://www.airburners.com)



4390 Cargo Way  
Palm City, FL 34990

888-566-3900  
772-220-7303  
Fax 772-220-7302

E Mail: [info@airburners.com](mailto:info@airburners.com)

[www.AirBurners.com](http://www.AirBurners.com)

 Contract Holder

## Quote

Date: July 22<sup>nd</sup>. 2013

REF: S2207221314

Attn: Mr. Jack Brown, County Administrator

<b>Bill To:</b> Taylor County, Florida 201 East Green Street Perry, Florida 32347 Phone: (850) 838-3500, Ext. 7 Fax: (850) 838-3501 Email: <a href="mailto:Jack.Brown@taylorcountygov.com">Jack.Brown@taylorcountygov.com</a>	<b>Ship To:</b>  Perry, Florida 32347 (Or close proximity)
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Item	Quantity	Description	Unit Cost	Amount (US\$)
1	1ea.	Air Burners 2013 Model Air Burners Model S-220 Refractory Lined FireBox with Four cylinder Turbo Diesel Engine 59 HP (Kubota V2403-TE or equivalent engine); full enclosure; security locks; Emission certified US EPA Tier3; Engine mounted PTO	\$98,700.00	\$98,700.00
2	Lot	S-220 Ash Rake with universal implement quick attach receiver.	\$0.00	\$0.00
3	Lot	Freight by common carrier, FTL, to address above.	\$1,120.00	\$1,120.00
<b>TOTAL</b>				<b>\$99,820.00</b>

**Payment Terms:** Payment in full 30 days from receipt of S-220 at your facility.

**Shipping Terms:** EX WORKS (FOB) Factory, Palm City.

**Delivery Time:** Current S-220 FireBox Lead-time is 5-7 weeks. As discussed. If a purchase order for the S-220 is placed prior to August 22<sup>nd</sup>. 2013 Taylor county will have possession of the S-220 no later than September 27<sup>th</sup>. 2013.

**NOTES:**

1. This quote is only valid for 30 days.
2. The published technical specifications for the S-220E apply.
4. The unit will be shipped completely assembled ready for immediate use.
6. The S-116 is shipped with a lockable steel security enclosure for the front deck.
7. Ash Rake will need to be removed prior to unloading FireBox at location.

Air Burners will be happy to provide on-site operator training. Please contact Matt O'Connor to schedule.

**THANK YOU FOR THE OPPORTUNITY TO BE OF SERVICE.**

Air Burners, Inc.  
Matthew O'Connor  
Office: 772-220-7303  
Cell: (772) 631-8140  
Email: [moconnor@airburners.com](mailto:moconnor@airburners.com)  
[www.airburners.com](http://www.airburners.com)



4390 Cargo Way  
Palm City, FL 34990

888-566-3900  
772-220-7303  
Fax 772-220-7302

E Mail: [info@airburners.com](mailto:info@airburners.com)

[www.AirBurners.com](http://www.AirBurners.com)

**GSA** Contract Holder



## FIRE BOX SPECIFICATIONS

# S-220



**General:** A self-contained, completely assembled above ground Air Curtain Burner (air curtain incinerator or FireBox) with a refractory lined burn-container for portable and permanent (stationary) applications. Designed for the high temperature burning of forest slash, land clearing debris, green waste, storm debris, and other waste streams in compliance with the requirements of US EPA 40CFR60.

Shipped from the factory completely assembled ready for immediate use and does not require disassembly for relocation. The firebox is also used for disaster recovery and Homeland Security contingencies and for certain MSW disposal applications. Electrically powered version available for permanent (stationary) installations.

Image shows S-220 with optional Front-Deck Security Enclosure

1	Power	Four cylinder Turbo Diesel Engine 59 HP (Kubota V2403-TE or equivalent engine); full enclosure; security locks; Emission certified US EPA Tier3; Engine mounted PTO	
2	Burn Container (Firebox)	4" (102 mm) thick refractory panels filled with proprietary thermal ceramic material; Two full height rear doors; Two ignition holes	
3	Safety Systems	Engine over temperature shut down; Loss of cooling fluid shutdown; Loss of oil pressure shutdown	
4	Instrument Panel	Key switch, tachometer, hour meter, fuel gauge, oil pressure and water temperature indicators with safety shutdown feature and throttle; Lockable instrument panel	
5	Air Supply	Custom heavy duty fan	
6	Fuel Tank	65 Gallon (246 L) minimum fuel tank capacity	
7	Transportation & Set-up	Shipped completely assembled; Ready for immediate use; Lifting pads provided for crane lifting	
8	Options	Ash clean-out rake; Front deck security enclosure; Ember screen; Electric motor; Heat recovery; Rough-terrain removable dolly; Electric power generation (PG FireBox Series)	
9	Average Through-put	8 Tons per Hour (Average – See Note)	
10	Fuel Consumption	Approx. 2.5 Gal/Hr (9.5 L/Hr)	
11	Weight	35,000 lbs (15,900kg)	
12	Dimensions	Overall Size L x W x H	Fire Box L x W x H
		30' 2" x 8' 6" x 8' 6" (9.2m x 2.6m x 2.6m)	19' 8" x 6.2' x 7' 1" (6m x 1.9m x 2.2m)

**Note:** Achievable through-put depends on several variables, especially the nature of the waste material, the burn chamber temperature and the loading rate. All weights and dimensions are approximate and metric conversions are rounded. Subject to change without notice.

**Optional Ash Rake:**







# FireBox

www.AirBurners.com

An Environmentally Friendly Alternative to Grinding



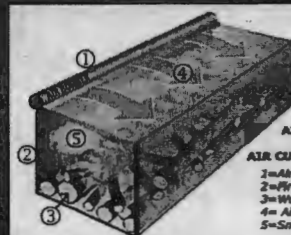
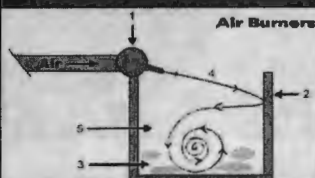
## Additional Benefits Include:

- Low capital investment, FireBoxes range from \$64,000 to \$139,000
- High mass reduction 95% to 98% waste reduction (100 tons of wood = 2 - 5 tons ash) increases landfill life
- High through-put, up to 6-10 tons / 30-40 cubic yards per hour
- Dramatically reduced operating costs when compared to grinding
- Environmentally friendly. Exceeds EPA regulations for Air Curtain Incinerators
- Ash can be used as a soil additive
- One operator can monitor and load one or two FireBoxes



## Principles of Operation

The Waste  
is  
the Fuel



AIR BURNERS, LLC  
PRINCIPLE OF  
AIR CURTAIN INCINERATION  
1=Air Manifold  
2=Firebox Refractory Wall  
3=Wood Waste or Wood Fuel  
4= Air Curtain (left to right)  
5=Smoke (PM)

1. High velocity curtain (4) traps particles under the curtain
2. Particles under curtain (5) are reburned



# FireBox vs. Chipper Cost Comparison

(100 Tons)

	S-220 Air Curtain Burning	Chipping & Landfill Disposal	Direct Landfill Hauling & Disposal
<b>Cost of Machine</b>	\$98,700	\$220,000	-
<b>OPERATING COSTS</b>			
<b>Fuel Cost</b> (S-220:10 hrs; Chipper: 6 hrs)	\$109*	\$630	-
<b>Maintenance and Repairs</b> (S-220: \$0.60/hr; Chipper: \$16.00/hr)	\$8	\$96	-
<b>Hauling of Residual to Landfill</b> (50 Miles @ \$4.00/mile with 20-ton Dump Truck)	\$200 (1 load)	\$2,400 (12 loads)	\$5,000 (25 loads)
<b>Tipping Fees at Landfill</b> (\$30 per Ton)	\$90	\$2,940	\$3,000
<b>Total Disposal Cost for 100 Tons</b>	<b>\$407</b>	<b>\$6,066</b>	<b>\$8,000</b>

## NOTES:

1. Chipper, approx. 400HP, Diesel fuel consumption: approx. 30 gal/hr. Diesel fuel at \$3.50/gal.
2. Chipping process and chip handling produces large amounts of particulate matter (PM) in the form of wood dust that can cause serious illness in exposed workers. Wood dust is a proven carcinogenic (cancer-causing). Chipping losses, mostly in form of wood dust, are approx. 2% or 2 tons in this example. Only 98 tons of wood chips are deposited into the landfill.
3. Air Curtain Burner residual is 3 tons of ash, hauled by 1 truck, but is usually land-applied on site; Chipper residual yields no weight reduction, but does provide significant volume reduction. In this example, waste is hauled by at least 12 trucks, each carrying approximately 22 cubic yards or 5 - 6 tons.
4. The S-220 is a medium size above ground refractory walled firebox. Larger and smaller models and trench burners are also available. See [www.airburners.com](http://www.airburners.com)

## S-SERIES SYSTEM COMPARISON

Model	Overall Size L x W x H	Fire Box L x W x H	Weight lbs.	Fuel Consumption gal/hr*	Average Thru-put tons/hr*
S-327	37' 4" x 11' 10" x 9' 7"	27' 2" x 8' 5" x 8' 1"	54,600	3.5	6-10
S-220	30' 2" x 8' 6" x 8' 6"	19' 8" x 6' 2" x 7' 1"	35,000	2.5	3-6
S-116	23' x 7' 5" x 7' 8"	16' x 5' x 6'	26,200	2.5	2-4
S-111	19' x 7' 5" x 7' 8"	11' x 5' x 6'	22,500	2.5	1-2

\*) Approximate values. Achievable through-put depends on nature of waste stream and other factors.

## AIR BURNERS, INC.

4390 Cargo Way  
Palm City, FL 34990

888-566-3900  
772-220-7303

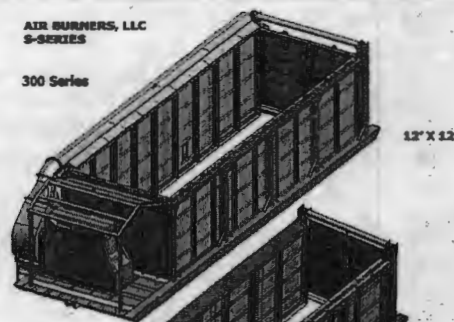
E-mail: [info@airburners.com](mailto:info@airburners.com)

Waste Heat Recovery  
available on all  
FireBoxes  
(Single panel shown here)

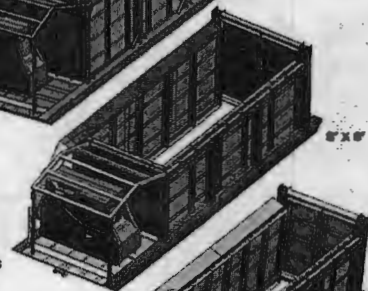


AIR BURNERS, LLC  
S-SERIES

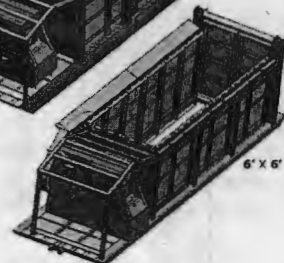
300 Series



200 Series



100 Series

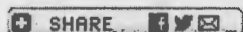


# Burn baby burn...incinerator clears range debris

Link: <http://www.eglin.af.mil/news/story.asp?id=123230995>

Posted 11/16/2010 Updated 11/16/2010

Email story Print story



by Samuel King Jr.  
Team Eglin Public Affairs

**11/16/2010 - EGLIN AIR FORCE BASE, Fla.** — Vast amounts of particle board waste set on fire and burned on the Eglin range Oct. 28 and 29, but almost no smoke was released due to the 46th Test Wing's new air curtain incinerator.

Currently, the air curtain incinerator or air burner helps the wing get rid of test materials used to detect direction and velocity of bomb explosion fragments. For safety and accuracy, hundreds of the boards could be used for just one test.

The cost of moving and disposing of the used boards was significant, as was the amount of space used at a landfill, according to Jeff Bufkin, 46th Test Wing.

"The air curtain incinerator will provide us a 90 percent reduction in the volume of material we are disposing of when you compare the ash to the original un-burnt material," said Mr. Bufkin. This also translates into a 90 percent reduction in cost because the disposal cost is basically based on the volume."

The reduction in volume of material to be disposed also has several environmental benefits, such as less fuel spent to transfer the material. Also, the wood ash left behind is a rich soil additive.

"There is a potential for using the ash as a soil supplement one day if the environmental approvals can be obtained, since preliminary samples show no hazardous component after it has been burnt," said Mr. Bufkin.

The main objective for the air burner is to minimize particle matter or smoke from burning. For the 46th, it completes four objectives: it gets rid of used testing supplies, reduces the overall waste and creates a smaller, useful product and significantly minimizes the environment impact from burning.

The wood waste is loaded into the air burner and ignited. Once the fire reaches a suitable strength, a curtain of air is engaged over the top of the box. The stream of air (which looks like fire) slows down the smoke particles as they rise. This subjects the smoke particles to the highest temperatures in the box causing them to reburn. This reduces their size and makes for a cleaner burn.

"It's hard to visualize without seeing it in operation, but the air burner doesn't burn anything, it controls the results of something burning," said Brian O'Conner, president of Air Burners.

The scale used to measure the matter within smoke is called the Ringelmann scale. A large fire typically ranges from 80 to 100 on the scale. The air burner reduces the matter to less than 10. During the two days of burning at Eglin, the emissions averaged around seven on the scale.

The first two-day run last month, was to begin using the air curtain incinerator and to train Eglin personnel on run the machine. InDyne personnel will run and maintain the incinerator once a month based on the 46th TW testing schedule.



Matt O'Conner, Air Burners sales manager, watches the flames inside the 46th Test Wing's new air curtain incinerator after another load of particle board was placed inside. Mr. O'Conner maintained and adjusted the flow of air over the top of the burner to control the flames based on the wind and amount being burnt. (U.S. Air Force photo/ Samuel King Jr.)



## Municipal Public Works

This is an example of a typical Public Works Department transfer station. When compared to grinding and hauling to a landfill this facility provides major advantages;

- 1) Lower cost – The Air Burner is the “end solution” grinding and hauling are just processes.
- 2) Saves landfill space – All of this waste material is reduced to a few pounds of clean ash which is used as landfill cover, and in agriculture as a soil additive.
- 3) Protects the environment – The Air Burner significantly reduces gaseous emissions like CO<sub>2</sub> and aerosols like PM<sub>2.5</sub> when compared to grinding, hauling and landfill.

For more information, details on emissions and test results visit our website at; [www. AirBurners.com](http://www.AirBurners.com)



Air Burners Model S327 at a County Public Works facility in Florida



# **TAYLOR COUNTY BOARD OF COMMISSIONERS**

## ***County Commission Agenda Item***

**SUBJECT/TITLE:**


Board to hold the first of two public hearings to discuss and receive public input on the upcoming 2014-2015 funding cycle for the Florida Recreation Development Assistance Program (FRDAP). This program funds outdoor recreation facilities, trails, and amenities. The funds can also be used for the acquisition of land to be used for parks, recreation, and trails.

**MEETING DATE REQUESTED:**

August 5, 2013

**Statement of Issue:** The 2014-2015 FRDAP grant cycle ends September 30, 2013.

Board to hold the first of two public hearings to discuss and receive public input for the possible submission of a grant application. The second public hearing will be held at the August 20 Board meeting.

**Recommended Action:** Not applicable at this time.

**Fiscal Impact:** The County is eligible to receive a maximum of \$200,000 per grant application. It is important to note FY 2013-2014 the program only funded projects which were \$50,000 or less.

**Budgeted Expense:** Y/N Not applicable, no match is required for a project that is \$50,000 or less.

**Submitted By:** Melody Cox

**Contact:** Melody Cox

### **SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS**

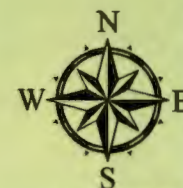
**History, Facts & Issues:** Taylor County has funded numerous projects in the past with FRDAP funds, most recently Phase 1 and Phase 2 of the Sports Complex, and Steinhatchee Park. Grants staff discussed possibly submitting grant application requesting funding assistance for the renovation of Hodges Park at Keaton Beach.

**Attachments:** Information on the FRDAP Program and Hodges Park.

# Taylor County Growth Management Division

## Legend

- State/ US Highway
- Major Road
- Minor Road
- Graded Road



1 inch = 200 feet

Printed On: Mar 05, 2013



MAP PREPARED BY THE TAYLOR COUNTY ENGINEERING DEPARTMENT  
This information was compiled from the best information available and the Taylor County Board of County Commissioners assumes no responsibility for errors or omissions.





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## Office of Information and Recreation Services (OIRS)

### What is FRDAP?

FRDAP is a competitive program which provides grants for acquisition or development of land for public outdoor recreation use or to construct or renovate recreational trails.

### How is FRDAP Administered?

Florida's Department of Environmental Protection (DEP) administers the program according to Florida Statute and Administrative Code. The Office of Information and Recreation Services in DEP's Division of Recreation and Parks has direct responsibility for FRDAP.

### Who May Apply for FRDAP Funds?

Municipal and county governments or other legally constituted entities with the legal responsibility to provide public outdoor recreation.

### How Do I Apply?

Applicants must submit a completed FRDAP Grant Application during an announced submission period. Applicants may submit up to two applications during the submission period. Applications must involve only one project site except for acquisition or development of sandy beach access.

### What is the Maximum Grant Amount?

The maximum grant amount is \$200,000.

### What are the Match Requirements?

The local match requirement depends on the total project cost:

Total Project, Cost FRDAP Grant, Local Match

\$50,000 or less, 100%, 0%

\$50,001 - 150,000, 75%, 25%

Over \$150,000, 50%, 50%

### What Can I Use to Match a FRDAP Grant?

\* Cash \* Value of undeveloped land owned by applicant (subject to conditions) \* In-kind services

### How are FRDAP Grants Awarded?

Each application is reviewed to determine eligibility. The Office of Information and Recreation Services evaluates each eligible application according to Florida Administrative Code and assigns a final score. Based on the scores, DEP prepares and submits a recommended priority list to the Florida Legislature for funding consideration.

### Where Do I Get More Information?

Office of Information and Recreation Services  
3900 Commonwealth Boulevard, Mail Station #585  
Tallahassee, Florida 32399-3000  
Phone: 850/245-2501  
Fax: 850/245-3038

[Back to OIRS Homepage](#)

Last updated: October 14, 2009

3900 Commonwealth Blvd • Tallahassee, Florida 32399

Information Line: (850) 245-2157

[Contact Us](#)

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**D. PROJECT WORK PLAN (COMPLETE FOR ALL PROJECTS, DEVELOPMENT AND ACQUISITION):**

*On page 11 & 12 as attachment A, list the project Work Plan for the elements for this application. The Project elements are listed with the related tasks and deliverables. Primary elements and support elements should be listed separately. Use as many project elements and tasks needed to complete the project.*

**Remember to include each element in your conceptual site plan. Submit a conceptual site plan displaying the areas and facilities to be developed as proposed on page 11 & 12 of this application. The site plan must correlate with the project boundary map and work plan elements. The site plan must CLEARLY DELINEATE using color codes between facilities/opportunities currently existing, facilities proposed for funding (page 11 & 12) in this application and facilities planned for future development. If project is an acquisition project, be sure to submit on the site plan the proposed elements to be developed as listed on page 19 of this application. Also identify different FRDAP phases on the site plan and any LWCF phases.**

**DEVELOPMENT PROJECTS:**

**PRIMARY RECREATION AREAS AND FACILITIES:** Primary facilities include all recreation facilities and opportunities. **Primary cost must be equal to or greater than fifty percent (50%) of the total cost.** Primary examples are: beach access, picnic facilities, fishing piers, ball fields, tennis courts, trails, trailheads, shade structures for recreational facilities, etc. Enclosed structures are not eligible costs. Costs of planning and site preparation should be included within the cost of each element. If land value is used as match, it should be included under primary cost. If this is a trail project, list the uses or types of trails. If developing one trail for multi-purposes state multi-purpose trail, but if doing several different trails list separately with each use (example: walking trail or bike trail).

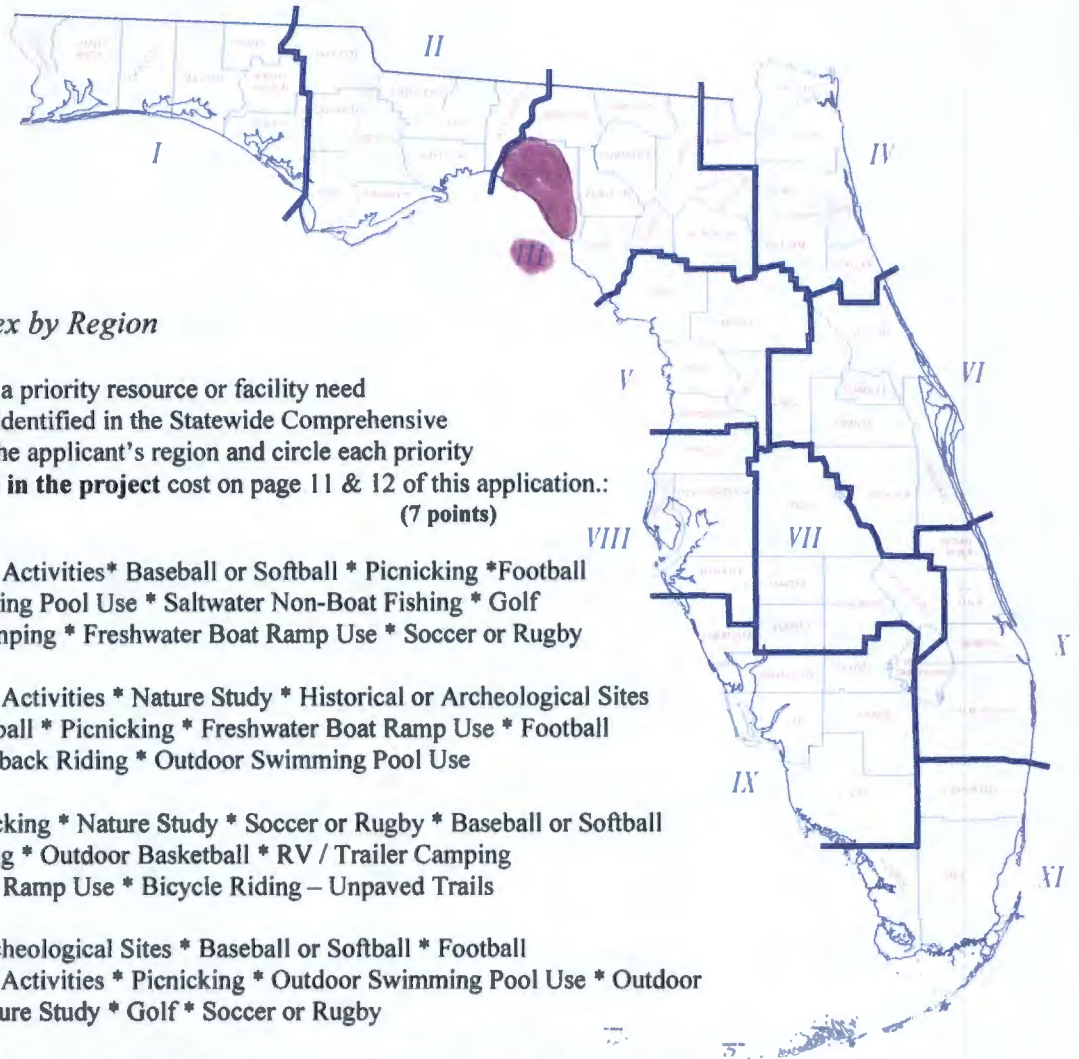
**SUPPORT FACILITIES AND IMPROVEMENTS:** Support facilities are facilities which can not stand alone, or which would have little or no public outdoor recreational value without the primary facility. No enclosed structures are eligible except restrooms, bathhouses or restroom/concession stands. Other support examples are: parking, landscaping, and security lighting. Amenities such as benches, or bike racks will receive no points when being scored. The enclosed structures listed above cannot be phased and must be completed with one grant.

**ACQUISITION PROJECTS:**

*If acquisition project, on page 11 & 12, list the project work plan for the acquisition phase of the project.*

(Tab as Exhibit "H")





## B. 2008 Relative Need Index by Region

The proposed project provides for a priority resource or facility need in the applicant's planning region identified in the Statewide Comprehensive Outdoor Recreation Plan. Locate the applicant's region and circle each priority resource/facility need as **proposed in the project** cost on page 11 & 12 of this application.:  
(7 points)

- \_\_\_\_\_ I Saltwater Beach Activities \* Baseball or Softball \* Picnicking \* Football  
Outdoor Swimming Pool Use \* Saltwater Non-Boat Fishing \* Golf  
RV / Trailer Camping \* Freshwater Boat Ramp Use \* Soccer or Rugby
- \_\_\_\_\_ II Saltwater Beach Activities \* Nature Study \* Historical or Archeological Sites  
Baseball or Softball \* Picnicking \* Freshwater Boat Ramp Use \* Football  
Hunting \* Horseback Riding \* Outdoor Swimming Pool Use
- \_\_\_\_\_ III Football \* Picnicking \* Nature Study \* Soccer or Rugby \* Baseball or Softball  
Horseback Riding \* Outdoor Basketball \* RV / Trailer Camping  
Freshwater Boat Ramp Use \* Bicycle Riding – Unpaved Trails
- \_\_\_\_\_ IV Historical or Archeological Sites \* Baseball or Softball \* Football  
Saltwater Beach Activities \* Picnicking \* Outdoor Swimming Pool Use \* Outdoor  
Basketball \* Nature Study \* Golf \* Soccer or Rugby
- \_\_\_\_\_ V Picnicking \* Football \* RV / Trailer Camping \* Nature Study \* Baseball or Softball  
Bicycle Riding - Unpaved Trails \* Outdoor Basketball \* Soccer or Rugby  
Horseback Riding \* Outdoor Swimming Pool Use
- \_\_\_\_\_ VI Picnicking \* RV / Trailer Camping \* Football \* Baseball or Softball  
Outdoor Swimming Pool Use \* Nature Study \* Historical or Archeological Sites  
Outdoor Basketball \* Saltwater Beach Activities \* Soccer or Rugby
- \_\_\_\_\_ VII RV / Trailer Camping \* Picnicking \* Baseball or Softball \* Outdoor Swimming Pool Use  
Nature Study \* Freshwater Boat Ramp Use \* Football \* Golf \* Horseback Riding  
Outdoor Basketball
- \_\_\_\_\_ VIII Picnicking \* RV / Trailer Camping \* Baseball or Softball \* Football \* Outdoor Swimming Pool Use  
Saltwater Beach Activities \* Golf \* Outdoor Basketball \* Outdoor Tennis \* Soccer or Rugby
- \_\_\_\_\_ IX Picnicking \* RV / Trailer Camping \* Saltwater Beach Activities \* Outdoor Swimming Pool Use  
Golf \* Football \* Nature Study \* Baseball or Softball \* Outdoor Tennis \* Historical or Archeological Sites
- \_\_\_\_\_ X Football \* Golf \* Baseball or Softball \* Outdoor Swimming Pool Use \* Picnicking \* Outdoor Tennis  
Saltwater Beach Activities \* Outdoor Basketball \* RV / Trailer Camping \* Soccer or Rugby
- \_\_\_\_\_ XI Outdoor Swimming Pool Use \* Picnicking \* Football \* Baseball or Softball \* Saltwater Beach Activities  
Outdoor Tennis \* Golf \* Outdoor Basketball \* Saltwater Non-Boat Fishing \* RV / Trailer Camping

- B) Does the proposed project, in whole or in part, address the highest priority of infrastructure funding needs for the applicant's population density as set forth in the study titled **"1995 INFRASTRUCTURE ASSESSMENT OF LOCAL GOVERNMENT RECREATION AND PARK DEPARTMENT FACILITY NEEDS IN THE STATE OF FLORIDA"**. Use the table below to determine in which priority funding need ranking the project falls. (**Check ONLY one**):

\_\_\_\_\_ Highest Priority Funding Need (13 points)

\_\_\_\_\_ Second Highest Priority Funding Need (8 points)

Population Density 1 – Population Under 10,000	Rank 1 Rank 2	Construction Renovation
Population Density 2 – Population 10,000 to 24,999	<del>Rank 1</del> Rank 2	<del>Renovation</del> Construction
Population Density 3 – Population 25,000 to 49,999	Rank 1 Rank 2	Construction Renovation
Population Density 4 – Population 50,000 to 99,999	Rank 1 Rank 2	Construction Renovation
Population Density 5 – Population 100,000 and Over	Rank 1 Rank 2	Renovation Construction

---

Source: The 1995 Infrastructure Assessment of Local Government Recreation and Park Department Facility Needs in the State of Florida



## Outdoor Facility Needs Ranked by Priority Index: Population Density 2

Rank	Renovation		Construction		
	Facility	Points	Facility	Point	
1	Rest Rooms	6	Support Facilities	6	Cluster I
2	Support Facilities	6	Rest Rooms	6	
3	Playgrounds	6	Playgrounds	6	
4	Baseball Fields	5	Softball Fields	5	Cluster II
5	Tennis Courts	5	Soccer Fields	5	
6	Softball Fields	5	Baseball Fields	5	
7	Basketball Courts	4	Basketball Courts	4	Cluster III
8	Boating Facilities	4	Picnic Facilities	4	
9	Swimming Pools	4	Swimming Pools	4	
10	Picnic Facilities	4	Football Fields	4	
11	Soccer Fields	4	Tennis Courts	4	
12	Exercise Trails	3	Handball Courts	3	Cluster IV
13	Football Fields	3	Nature Trails	3	
14	Shuffleboard Courts	3	Bike Trails	3	
15	Handball Courts	2	Boating Facilities	2	Cluster V
16	Beach Access	2	Other	2	
17	Fishing Piers	2	Exercise Trails	2	
18	Camping	2	Golf Courses	2	
19	Bike Trails	2	Hiking Trails	2	
20	Nature Trails	2	Fishing Piers	2	
21	Other	2	Camping	2	
22	Golf Courses	1	Beach Access	1	Cluster VI
23	Hiking Trails	1	Historical Facilities	1	
24	Historical Facilities	1	Horse Trails	1	
25	Horse Trails	1	Shuffleboard Courts	1	

Population Density 2 - Population From 10,000 to 24,999

# Hodges Park



FRDAP  
2014 – 2015





















**TAYLOR COUNTY RESOLUTION**

**WHEREAS**, it has come to the attention of the Board of County Commissioners of Taylor County, Florida, that the speed limit on the following described road needs to be set, and

**WHEREAS**, on the below listed road the speed limit shall be set as outlined below.

**THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Taylor County, Florida that

1. The speed limit on Second Avenue North in Steinhatchee is set at 20 mph.
2. Any resolution or posting of a different speed on said above described road which is different from the above is hereby repealed.

**PASSED AND ADOPTED** in regular session this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

BOARD OF COUNTY COMMISSIONERS  
TAYLOR COUNTY, FLORIDA.

BY: \_\_\_\_\_  
PAM FEAGLE, Chairperson

ATTEST:

\_\_\_\_\_  
ANNIE MAE MURPHY, Clerk

# **TAYLOR COUNTY BOARD OF COMMISSIONERS**

## ***County Commission Agenda Item***

**SUBJECT/TITLE:**



THE BOARD TO CONSIDER APPROVAL OF A PROCLAMATION  
PROCLAIMING THE WEEK OF AUGUST 18-24, 2013 AS  
AMTEC-LESS LETHAL SYSTEMS WEEK, AS AGENDAED BY  
COMMISSIONER PAM FEAGLE

**MEETING DATE REQUESTED:**

AUGUST 5, 2013

**Statement of Issue:** THE BOARD TO APPROVE A PROCLAMATION HONORING  
AMTEC-LESS LETHAL SYSTEMS

**Recommended Action:** APPROVE

**Fiscal Impact:** N/A

**Budgeted Expense:** N/A

**Submitted By:** COMMISSIONER PAM FEAGLE

**Contact:** 838-3500x7

### **SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS**

**History, Facts & Issues:** SEE ATTACHED PROCLAMATION

**Options:** APPROVAL/NOT APPROVE

**Attachments:** PROCLAMATION



## ***Proclamation of the Taylor County Board of County Commissioners***

***Be It Proclaimed: The Week of August 18 – 24, 2013  
Is AMTEC –Less Lethal Systems Week***

***Whereas***, on November 2, 2011, AMTEC Corporation, the Defense Segment of National Presto Industries, Incorporated, acquired certain assets of ALS Technologies, Incorporated and is operating as AMTEC Less-Lethal Systems, Inc. (ALS), a wholly owned subsidiary of AMTEC Corporation; and,

***Whereas***, on August 30, 2012, AMTEC Less-Lethal Systems, Inc. (ALS) announced that it would relocate its headquarters and manufacturing operations from Bull Shoals, Arkansas to Taylor County, Florida; and,

***Whereas***, the new facility will have its grand opening on August 21, 2013 of its facility that will offer a training center for use by law enforcement, corrections and military personnel; and,

***Whereas***, AMTEC Less-Lethal Systems, Inc., manufactures and distributes less-lethal products and services to domestic and international customers, as well as being a leading supplier of tactical and operational equipment; and,

***Whereas***, the facility will feature state of the art manufacturing operations, warehouse and distribution capabilities with close proximity to major transportation hubs, as well as a stand-alone- training facility providing less-lethal and tactical training, including live fire ranges, force-on-force, hostage rescue, a breaching façade and full classroom facilities; and,

***Whereas***, this new facility will further solidify AMTEC Less-Lethal Systems position as a leader in supply quality less-lethal products and training bringing economic growth and development to Taylor County.

***Now, Therefore the Board of County Commissioners of Taylor  
County do hereby proclaim the week of Aug 18 – 24, 2013***

***as***

***“AMTEC LESS-LETHAL SYSTEMS WEEK”***

***in TAYLOR COUNTY, FLORIDA.***

***ATTEST:***

\_\_\_\_\_  
***PAM FEAGLE, CHAIRPERSON***

\_\_\_\_\_  
***ANNIE MAE MURPHY, CLERK***

**TAYLOR COUNTY BOARD OF COMMISSIONERS**

***County Commission Agenda Item***

**SUBJECT/TITLE:**



**MEETING DATE REQUESTED:**

August 5, 2013

**Statement of Issue:** DMH/County Agreement Ken Arnold to discuss

**Recommended Action:**

**Fiscal Impact:**

**Budgeted Expense:**

**Submitted By:** Tasha Towles on behalf of Geri Forbes, CEO

**Contact:** Tasha Towles/Geri Forbes 5840-885

**SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS**

**History, Facts & Issues:**

**Options:**

**Attachments:**

## LEASE

This lease made and entered into this \_\_\_\_\_ day of September 2013 by and between Doctors' Memorial Hospital, Inc., a Florida not-for-profit corporation, hereinafter referred to as "DMH" and the Board of County Commissioners of Taylor County, Florida, hereinafter referred to as the "Board".

DMH and the Board for and in consideration of the mutual covenants and agreements hereinafter contained, the parties hereto covenant, agree and bind themselves as follows:

### ARTICLE

#### Demise and Agreement to Amend By-Laws

1.01. The Board hereby leases to DMH and DMH hereby leases from the Board that certain property located in Perry, Taylor County, Florida, known as Doctors' Memorial Hospital, said legal description attached and marked Exhibit "A", and the hospital together with all furniture, furnishings, fixtures and equipment used in the operation of the Hospital, which list of property is attached and marked Exhibit "B". All exhibits referred to collectively as the "leased property" or "leased" premises

1.02. DMH agrees to amend its By-Laws that all county appointed members of the DMH Board of Directors shall be residents of Taylor County, Florida. Members of the DMH appointed by the partnership will be at the discretion of the partner organization The Chairman of the DMH must be a Taylor County Resident.

## Transfer of Books and Records

1.03. At the termination of this lease, all records shall be transferred back to the Board, or its designee, subject to the laws pertaining to confidentiality and privilege, including patients' records made during the term or any extension thereof. DMH agrees to ensure that the certificate of need is transferred back to the Board and DMH shall execute whatever documents necessary to transfer licenses, etc., back to the Board to maintain the hospital subject to Florida law.

## ARTICLE H

### Term

2.01. The initial term of this lease shall be for five (5) years from the day of September , 2013, through the 31st day of August 2018. Upon the expiration of that initial term, this lease shall automatically renew for two (2) additional five (5) year terms.

## ARTICLE III

### The Option to Renew

3.01. This lease is for an initial term of five years. This lease will automatically be renewed for two (2) additional four (5) year terms upon the expiration of the initial term. The initial term and any renewal of this lease shall be subject to compliance with the provisions of Article X Default and Attorney's Fees.

3.02. Possession of Doctors' Memorial Hospital will revert to the Board in the event DMH determines to discontinue operation of facility. The hospital license shall be transferred to the Board upon termination of this lease subject to Florida law.

3.03. If DMH decides to terminate this lease or any renewal thereof, DMH shall continue to operate and maintain possession of Doctors' Memorial Hospital for up to six (6) months after written notice to terminate is given by DMH the Board, if financially solvent.

## ARTICLE IV

### Lease Payments and Approval

4.01. DMH shall pay the Board at Perry, Florida, annual rent of **ONE HUNDRED FIFTY Dollars (\$ 150.00 )** per year, payable on September 1, 2013, and on June 1, each year during the terms of this lease and any renewal thereof. All payments are subject to DMH obtaining approval of all State, Federal and local regulatory authorities permitting DMH to operate Doctors' Memorial Hospital. Lease payments shall cease should the lease not be renewed. As further consideration for the granting of this lease DMH has agreed to the provisions herein including but not limited to those regarding the ownership of personal property and reversion of net reserves as set forth herein in Articles VII and XII.

## ARTICLE V

### Use of the Leased Premises and Quiet Enjoyment

5.01. DMH covenants and agrees to operate a not-for-profit, general acute care hospital as currently licensed for the diagnosis, treatment, and care of sick and injured persons, without discrimination on account of race, creed, color, national origin or sex, consistent with generally accepted principles of hospital financial management. DMH agrees not to deny "emergency" hospital care to any person based on the inability to pay and will operate an emergency room subject to the availability of qualified physicians and the needs of the community for urgent and emergency care. DMH shall have the right to refuse admittance of patients because of the lack of facilities, or to protect the welfare of patients already admitted, and to adopt and amend from time to time appropriate rules respecting the admission of patients not inconsistent with provisions of this paragraph. DMH shall comply with all laws, rules, regulations and requirements of all Federal and State Governments, Agencies and Departments which are applicable to operating the hospital and shall at all times have in effect any



licenses necessary for the operation of the hospital facilities as contemplated by this agreement. DMH shall not reduce the overall level of acute health care service currently provided at the hospital unless agreed upon by the parties or otherwise required by applicable law.

#### Quiet Enjoyment

5.02. DMH, upon the payment of the rent herein and upon performances of all the terms of this lease, shall at all times during the lease term or any extension or renewal of the terms, peaceably and quietly enjoy the leased property without any unreasonable disturbance from the Board or from any other person claiming through the Board.

### ARTICLE VI

#### REAL PROPERTY

##### Improvements, Alterations and Additions

6.01. DMH shall have the right to improve, add to, or alter the lease premises and to install fixtures thereupon. Prior consent (which shall not be unreasonably withheld) must be obtained from the Board if the cost of such improvements, additions, alterations or fixture(s) is expected to exceed \$100,000.00.

6.02. All improvements, additions, alterations or fixtures installed upon and reasonably considered an integral part of the plan by DMH shall remain property of the Board upon termination of the lease

##### Repairs and Maintenance

6.03. DMH shall keep and maintain the leased premises in good repair and operating condition, reasonable wear and tear excepted. The Board shall not be responsible for any repairs,

maintenance, improvements, additions or alterations during the term of the lease or any extension thereof.

#### Utilities

6.04. DMH shall pay all charges for gas, electricity, lights, heat power and telephone and other communication services used, rendered or supplied upon in connection with the leased property.

### ARTICLE VII

#### PERSONAL PROPERTY

7.01 DMH shall annually and no later than July 31st of each year, do a complete inventory of all tangible personal property (furniture, furnishings, fixtures and equipment used in the operation of the hospital). The inventory shall list the acquisition cost of the item and not the depreciated or book value. The item shall be assigned a property record number. The inventory shall include all items that have an acquisition cost of \$1000.00 or more, including freight, installation and other associated costs. The inventory shall not include disposable items used in the ordinary course of doing business as a hospital. The list shall give the name of the item, the serial and model number, if available, date of purchase, vendor name and purchase price. Acquisition of any personal property shall be furnished to the BCC Clerk quarterly with the Quarterly Report.

#### Non-Replacement Property

7.02. DMH shall have the right to add and place upon the premises such equipment, fixtures or other property as it shall deem advisable. All personal property brought onto the premises by DMH, shall remain the property of Board.

#### Replacement Property

7.03. DMH may replace personal property made unusable by ordinary wear, tear and deterioration. Replacement property shall remain an asset of the Board and shall not be removed by DMH nor will DMH be entitled to reimbursement for the cost by the Board.

7.04. DMH shall have the right to trade-in obsolete property for replacement equipment, upon written consent of the Board. Any equipment obtained as a result of a trade-in shall be considered replacement equipment pursuant to Section 7.03.

#### Obsolete Property

7.05. If DMH, in its reasonable discretion, determines that any portion of the structures, which are not major structural changes, or if furnishings, machinery, equipment or other improvement constituting a part of the hospital facilities have become inadequate, obsolete, worn out, unsuitable, undesirable, or unnecessary and that its demolition or removal will not impair the structural soundness, efficiency or the economic value of the leased facilities, then DMH shall give written notice to the Board stating the reasons for removal or destruction, and this property shall be turned over to the Board for its own use or disposal.

7.06. Notwithstanding the provisions of paragraphs 7.02-7.05, title to personal property shall rest in DMH for the term of this lease and any renewal thereof for the purpose of obtaining

credit through loans from United States Department of Agriculture Rural Business Services ("USDARBS") an/or its assigns and other qualified lenders to purchase new equipment and other personal property and to allow for a perfected security interest therein.

## ARTICLE VIII

### Surrender of Possession

8.01. Should the lease not be renewed by DMH, or at the expiration or termination of any lease term, then DMH agrees to promptly surrender the leased premises to the Board without demand, in good condition, ordinary wear and tear (and damage by the elements of fire or act of God or by other cause beyond the reasonable control of DMH) excepted.

### Right of Entry

8.02. The Board or its representative may enter the leased property, at any time, for the purpose of performing any reasonable inspection of the leased property, or performing work which is required under the terms of this lease. Compliance with state and federal guidelines will be followed.

## ARTICLE IX

### Insurance

9.01. In case of damage by fire or other casualty to the leased premises, if the damage is so extensive as to amount almost to the total destruction of the leased premises, then this lease shall terminate. In all other cases, where the lease property is damaged by fire or other casualty, if DMH determines rebuilding can be accomplished without ceasing operations as a hospital, the Board shall repair the damage to the extent insurance proceeds are available with reasonable dispatch. In the event insurance proceeds are insufficient to cover the repairs then DMH may make repairs pursuant to the provisions of the lease. In determining what constitutes reasonable dispatch,

consideration shall be given to delays caused by strikes, adjustment of insurance, and other causes beyond the Board's control.

#### Insurance Coverage

9.02. DMH agrees to maintain, or to procure from a good and responsible company or companies licensed to do business in Florida during the entire term of this lease or renewals thereof the following insurance coverage and to furnish proof of such coverage to the Board. DMH shall provide proof to the Board of all insurances annually.

(1) Commercial Liability Insurance in the amount to be determined and DMH will rely upon its agent and insurance experts to determine the coverage for loss from an accident resulting in bodily or injury to or death of persons for loss from an accident resulting in damage or destruction of property. Both parties shall review the coverage annually. County shall be named as additional insured.

(2) Professional Liability Insurance to cover the acts of its employees in amounts required by applicable law.

(3) DMH shall maintain at its expense insurance coverage against destruction of the buildings and contents by fire and other hazards.

#### Failure to Pay Premium

9.03. If DMH fails to pay the premiums on policies and to provide the full insurance coverage required by this lease, the Board after first notifying DMH in writing of such failure to pay, may pay the premiums on such insurance or pay such other charges and all amounts so advanced therefore shall become an obligations from DMH to the Board. DMH must notify the Board immediately upon a failure of DMH to pay any insurance premium.

## ARTICLE X

### DEFAULT AND ATTORNEY'S FEES

#### Default

10.01. The following shall be events of default under this lease;

(a) Failure by DMH to make such payments as may be required under this lease and in accordance with the terms hereunder.

(b) Failure by either party to observe and perform any covenant, condition, or agreement on its part to be observed for a period of sixty (60) days after written notice, specifying such failure and requesting that it be remedied.

(c) Failure to operate the premises pursuant to Section 5.01 after sixty (60) days written notice.

(d) Loss of licensure from the State of Florida, defalcations resulting in the loss of Medicare and Medicaid, filing of a petition for protection under the United States Bankruptcy Code.

(e) Unless otherwise provided herein, whenever any such event of default shall happen and be continuing, after written notice, either party may elect to terminate this lease and proceed to any adjustment of accounts, which adjustment shall be completed within thirty (30) days thereafter. In the event such termination and allocation of accounts cannot be satisfactorily made, then the other party may take whatever action at law or in equity may appear necessary or desirable to recover assets or funds, or to enforce any obligation or covenants under this lease. No remedy herein conferred is intended to be exclusive, and each shall be cumulative and shall be in addition to any

other remedies provided under this lease now or hereinafter.

#### Attorneys Fees and Cost

10.02. In the event either party shall default under any of the provisions of this lease, and the other party should find it necessary to employ attorneys or incur expenses for the collection of funds, the enforcement of or performance of or observance of any obligation, term or condition under this lease, then the party at default will on demand thereof pay to the other party free from fault, as the case may be, reasonable attorney's fees and such other expenses so incurred, whether suit is filed or not, consistent with Florida law.

#### Waiver

10.03. No additional waiver implied by one waiver. In the event any agreement, term and condition contained in this lease should be breached by either party and thereafter waived by the other party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other breach hereunder.

### ARTICLE XI

#### INDEMNIFICATION

##### Liability for Claims, Injuries, Damages and Indemnities

11.01. Any and all claims for malpractice, personal injuries, wrongful death or property damages or claims arising from or in any way connected with the operation of leased premises or occurrences prior to the effective date of this lease shall remain the sole responsibility and obligation of DMH.

ARTICLE XII  
TAXES AND REVENUES

Taxes

12.01. The parties hereto acknowledge that under present law, neither the income, profits (if any) and property of the Board nor DMH are subject to either Federal, State or Local taxation, and this fact, among others, induces, each of the parties to enter into this lease. DMH will make necessary filings required by law to protect the present exemption to the greatest extent possible.

Revenues

12.02. All revenue shall be retained by DMH for the benefit of Doctors Memorial Hospital. The revenue will be managed and utilized by DMH for the benefit of Doctors Memorial Hospital and the services it provides. Revenue not otherwise required for management of Doctors Memorial Hospital shall be used for improvement and maintenance of the leased premises. Upon dissolution of DMH, either voluntarily or involuntarily, or upon the cessation of the operation of a hospital in Taylor County, Florida by DMH, the net reserves of DMH shall transfer to the County. "Net reserves" shall be defined as the assets of DMH, including, but not limited to, the real property, personal property, including all furnishings, supplies, equipment, investments, and cash less the actual and bona fide outstanding liabilities of DMH. "Bona fide outstanding liabilities" shall not include contracts indebteding or obligating DMH beyond the terms of this lease without the express written consent of the Board. Prior to obligating itself or indebteding itself or obligating itself in any manner beyond the term of this lease, DMH shall obtain the express written approval of the Board.



## ARTICLE XIII

### Indigent Care

13.01. DMH shall pay all cost for indigent care, except those required by law to be paid by the County and as otherwise provided in this agreement. The cost of indigent care shall be incorporated into the tentative budget to be prepared by DMH as set forth in paragraph 14.01 of this agreement. It is contemplated by the lease that the indigent health care to be paid by the County is health care Taylor County residents receive outside the County and payable pursuant to the Health Care Responsibility Act.

13.02. The expenditures for the payment of indigent care claims shall meet all guidelines.

## ARTICLE IV

### Annual Budget

14.01. The cost of services to be provided by DMH as set forth and described in paragraph 5.01 may be supplemented by the Board through the budget system set forth and described in Chapter 129 F. S. 2001 as amended at the sole discretion of the Board.

14.02. DMH shall submit annually an audited financial statement to the Board.

14.03. The Board, at its discretion, may request DMH to provide quarterly status report. The County Auditor, at the Boards' direction, shall have access to all financial records of DMH during the fiscal terms of this lease.

14.04. Ambulance Services. DMH at the request of the Board manages Emergency Medical Service in Taylor County and acknowledges that the Board subsidizes the ambulance service at a rate of \$37,500 per month.

#### Article IV

15.01 The DMH Board of Directors terms for Taylor County members shall be for three (3) years which shall alternate. The Board of Director may serve three (3) consecutive 3-year terms and then he or she will have to sit out for at least one (i) year before being re-appointed.

15.02 To fill the Board of Directors of DMH, the Board of County Commissioners shall advertise, interview and select Board of Directors of DMH members in discussion with DMH Board Chairman but at their sole discretion.

15.03 No current DMH employee shall serve on the Board of Director of DMH. A previous employee separated in good standing may be appointed to the DMH Board once 5(five) years post employment has lapsed. Vendors may not serve on the Board of Directors of DMH.

15.04 Board Members appointed by DMH, Inc. partnership or affiliation will be appointed at the discretion of the partner organization.

15.05 Chairman of the DMH, Inc Board of Directors is required to be a Taylor County Resident.

#### Article XVI

16.01 The County needs healthcare services for prisoners in the custody of the Taylor County Jail.

16.02 The Hospital shall provide healthcare services to the county for its prisoners at the Hospital at a 40% discount off hospital charges.

16.03 The Hospital will invoice the County Administrator on or about the 5<sup>th</sup> of each month for the services rendered to the county prisoners during the previous calendar month. Such invoices shall show at a minimum:

- a) Name and location of the prisoner treated
- b) Date(s) of care and/or services
- c) Itemized bill of care/services rendered on such date(s)
- d) The discount for the services
- e) Amount to be paid

16.04 The County will use its best efforts to reimburse the Hospital for those services within 45 days receipt of the invoice.

## Article XV11

### Interlocal Agreements

17.01 Services to the County Jail:

- a) The Hospital will provide a physician to the Taylor County Jail up to two (2) hours a week and on-call Paramedic coverage to the Jail twenty-four (24) hours a day seven (7) days a week,

- b) The Hospital shall follow the Florida Model Jail Standards as amended,
- c) The Hospital will not charge the County for these services of the Physician or Paramedics,
- d) The Physicians and paramedics shall be covered by the malpractice insurance of  
the Hospital,
- e) The Hospital shall continue to provide drug screens and physicals to County employee at no charge to the County,
- f) This will be capped at 30 employees; after the cap has been met, \$6 less 20% per person

17.02 Interlocal Fuel Agreement:

- a) DMH runs and operates the EMS and needs fuel to operate the ambulances
- b) The County agrees to sell fuel to DMH for the operation of the ambulances

## ARTICLE XVIII

### MUTUAL RELEASE

#### Mutual Release of Liability

##### For All Hazards Covered by Insurance

18.01. DMH and the Board and all parties claiming under them hereby mutually release and discharge each other to the extent of insurance coverage from all claims and liabilities arising from or caused by any hazard covered by insurance on the leased property, except as stated in this agreement. This release will not apply when the carrier fails to pay a claim.

Both parties hereto covenant that each will not do or permit anything to be done on or about the lease premises that will effect, impair or contravene any policies of insurance that may be carried on the leased facilities or on any part thereof, and each will cooperate fully with the other party in obtaining such necessary insurance, as may be necessary or desirable in order to accomplish the purposes of this lease or the provisions of any part thereof including filing of such necessary documents as may be required by State, Federal or Local authorities.

#### ARTICLE XVIII

##### Subleasing and Assignment

19.01. DMH shall not sublet the leased property in whole or in part for any purposes.

##### Assignment

19.02, DMH as lessee shall not assign this lease.

19.3 DMH Inc has the right at its sole discretion, and to the benefit of Taylor County, to partner with or participate with a regional health care system.

#### ARTICLE XX

##### General Provisions

20.01. Any notice under this lease must be in writing and must be sent by registered or certified mail to the last address of the party to whom the notice is to be given, as designated by such party in writing. DMH hereby designates its address as 407 East Ash Street, Perry, Florida 32347. The Board hereby designates Annie Mae Murphy, Clerk, Circuit Court, Taylor County, or other designee, at Post Office Box 620, Perry. Florida 32348, or at such other place as the Board may designate in writing.

##### Lease Binding Upon Successors and Assigns

20.02. The covenants, terms, conditions, provisions and undertakings in this lease or any renewals thereof shall extend and be binding upon the successors and assigns of the respective parties hereto, as if they were in every case named and expressed and shall be construed as covenants running with the land; and whenever references made to either of the parties hereto, it shall be held to include and apply also to the successors and assigns of such party as if in each and every case so expressed.

#### No Joint Venture or Partnership

20.03. The parties hereto state that they have not created and do not intend to create by this lease a joint venture or partnership relation between them, it being understood that the provisions of this lease with regard to DMH and the acceptance by the Board of a sum or payment does not constitute either a joint venture or partnership. The Board shall not be responsible for or assume any claim of DMH upon termination of the lease

#### Enforcement

20.04. If any provision of this lease shall be declared invalid or unenforceable, the remainder of the lease shall continue in full force and effect.

#### Modification

20.05. This lease contains the entire agreement between the parties, and shall not be modified in any manner except by an instrument in writing executed by the Board.

#### Execution

20.06. This lease may be simultaneously executed in several counterparts, each of which shall be the original and shall constitute but one and the same instrument.

#### Binding Effect

20.07. This lease shall be construed in accordance with the laws of the State of Florida and venue of any dispute shall be in Taylor County, Florida.

WITNESS our hands and seals the day and year first above written.

## TAYLOR COUNTY BOARD OF COMMISSIONERS

### County Commission Agenda Item

**SUBJECT/TITLE:**

The Board to consider authorizing a three way stop at the intersection of Jimmy Archer Road and Joel Aman Road due to safety issues as agendaed by Jack Brown, County Administrator.

**MEETING DATE REQUESTED:**

August 5, 2013

**Statement of Issue:**

Concerned citizens have raised concerns regarding the visibility at the intersection of Jimmy Archer Road and Joel Aman Road.

**Recommended Action:**

Motion to authorize Public Works to Install a Three Way Stop at the Intersection of Jimmy Archer Road and Joel Aman Road.

**Fiscal Impact:**

Minimal

**Budgeted:** Yes

**Submitted By:**

Jack R. Brown, County Administrator

**Contact:**

(850) 838-3500, Ext. 7

### SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

**History, Facts & Issues:** The visibility at the intersection of Joel Aman is blocked severely by large trees and bushes on private property belonging to Charles Stephens. The most effective and efficient manner to improve safety is to install a three way stop. It would be costly and require permission from Mr. Stephens to try to remove the numerous large trees along the side of the road on his property and remove the bushes.

**Options:****Attachments:**

- 1) Aerial photo of intersection with description of the 3 way stop
- 2) Photo of the trees and bushes causing visibility issues.



The Board to Consider Advertising for a Public Hearing Considering Installing a Three – Way Stop Sign at the Intersection of Jimmy Archer Road and Joel Aman Road due to safety issues.



**TAYLOR COUNTY BOARD OF COMMISSIONERS**

***County Commission Agenda Item***

**SUBJECT/TITLE:**



THE BOARD TO CONSIDER APPOINTING JEFF TERRELL, DAVID ROBERTS, AND BETH ANNE STEPHEUS TO THE TAYLOR COUNTY RECREATION ADVISORY BOARD (TCRAB) TO SERVE THE REMAINING THREE YEAR TERM OF THE POSITIONS VACATED IN JUNE, AS AGENDAED BY DUSTIN HINKEL, ASSISTANT COUNTY ADMINISTRATOR

**MEETING DATE REQUESTED:**

AUGUST 5, 2013

**Statement of Issue:** THE TCRAB SOLICITED FOR 3 VACANCIES IN JULY 2013

**Recommended Action:** APPOINT

**Fiscal Impact:** N/A

**Budgeted Expense:** N/A

**Submitted By:** DUSTIN HINKEL, ASSISTANT COUNTY ADMINISTRATOR

**Contact:** 838-3500x7

**SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS**

**History, Facts & Issues:** THREE POSITIONS ON THE TCRAB WERE VACATED IN JUNE 2013. THE TCRAB SOLICITED TO FILL THE VACANCIES IN JULY. STAFF HAS RECEIVED 3 APPLICATIONS.

**Options:** APPOINT ALL OR SOME OF THE APPLICANTS

**Attachments:** TCRAB APPLICATIONS



## TAYLOR COUNTY BOARD OF COUNTY COMMISSIONERS

ANNIE MAE MURPHY, Clerk  
Post Office Box 620  
Perry, Florida 32348  
(850) 838-3506 Phone  
(850) 838-3549 Fax

JACK R. BROWN, County Administrator  
201 East Green Street  
Perry, Florida 32347  
(850) 838-3500, extension 7 Phone  
(850) 838-3501 Fax

CONRAD C. BISHOP, JR., County Attorney  
Post Office Box 167  
Perry, Florida 32348  
(850) 584-6113 Phone  
(850) 584-2433 Fax

### Request for Consideration Questionnaire for the Taylor County Recreation Advisory Board (TCRAB)

Name: Elizabeth Adrienne Stephens (Beth Anne Stephens)  
Address: 10060 US Hwy 19S  
Perry, FL 32348  
Phone: Home: 843-1700 Work: 838-3506 X117 Fax: —  
Email: beety578@icloud.com

Please answer the following questions (use additional pages if necessary)

- |   |            |    |
|---|------------|----|
| 1. Are you 18 years old or older?   | <u>Yes</u> | No |
| 2. Are you a resident of Taylor County?   | <u>Yes</u> | No |
| 3. Are you a registered voter in Taylor County?   | <u>Yes</u> | No |
| 4. Are you willing to spend up to eight (8) hours per month for meetings and workshops? | <u>Yes</u> | No |
| 5. Are you willing to attend all Board Meetings (emergencies excluded)?                 | <u>Yes</u> | No |

### Education:

Are you a High School Graduate? Yes No

Name of School: Taylor County High School  
Address: 900 Johnson Striping Rd - 32347

### Post-Secondary Education:

Name of School: North Florida Community College  
Address: 325 NW Turner Davis Dr, Madison, FL 32340

Technical Training:

Name of School: None

Address: \_\_\_\_\_

Certificates or Licenses Held:

Please List: None

College Courses or Graduate:

Name of School: Florida State University

Address: 600 W. College Ave, Tallahassee, FL 32306

6. Do you or any family member have any affiliation with any business or company that has a vendor relationship with the Taylor County BCC or any other contractual relationship with the Taylor County Board of County Commissioners?

Yes

If Yes, please explain:

(No), not that I am aware of.

7. Please list Board/Business/Volunteer/Work Experience:

- Secretary, Treasurer, U-12 division leader, & U-8 coach for the Perry Soccer Association.
- Youth Sunday school teacher, VBS co-director, & Video technician for Ochuena Baptist Church.
- I worked part-time at various retail stores in Tallahassee until 2006 when I moved back to Perry. In 2007, I began working full-time at Native Coast Eye Care until they closed in 2018, then I began working for Mrs. Annie Mae full-time as a Deputy Clerk in the traffic & Misdeemeanor department.

8. Why do you wish to serve on the Taylor County Recreation Advisory Board?

I wish to serve on the TCARB so that I may give insight into what the younger generations may want from rec. sports. I also believe that I am a good listener, have good judgment, and have excellent decision making skills.

9. Have you ever been charged with a misdemeanor or felony in any state or federal court? If yes, please explain in detail:

No.

10. The Taylor County Recreation Advisory Board will have representatives of all sports played at the Taylor County Sports Complex. Please indicate which sport you would like to represent from the following choices in ranking order; first choice, second choice, and third choice and list your experience in each sport.

Rank/Choice: 1

Soccer: I played soccer as a high school student,

and currently serve as secretary, treasurer, U-12 division leader, and U-8 coach for the OSA.

Rank/Choice: \_\_\_\_\_

Football: \_\_\_\_\_

Rank/Choice: \_\_\_\_\_

Baseball: \_\_\_\_\_

Rank/Choice: 2

Softball: I played softball as a youth and am concerned about the limitations girls can experience in sports.

Rank/Choice: \_\_\_\_\_

Basketball: \_\_\_\_\_

Rank/Choice: \_\_\_\_\_

Tennis: \_\_\_\_\_

Rank/Choice: 3

Users of the Trail: I enjoy visiting the sports

Campgrounds and am pleased to have a safe and aesthetically environment to exercise in.

11. The TCRAB will be meeting one or two times each month and participates in self-education and orientation. Do you foresee a problem in attending these events?

No.

12. Further comments:

Thank you for taking the time to review and consider my request for board membership. I truly believe I could be an asset and I enjoy serving my community.

ON BEHALF OF THE TAYLOR COUNTY BOARD OF COUNTY COMMISSIONERS, WE THANK YOU FOR TAKING THE TIME TO COMPLETE THIS REQUEST FOR CONSIDERATION QUESTIONNAIRE AND FOR OFFERING TO VOLUNTEER YOUR TIME WHICH WOULD SERVE AS AN INVESTMENT INTO THE FUTURE OF RECREATION IN OUR COMMUNITY.

Applicant Signature:

Elizabeth A. Stephens

Print Name:

Elizabeth A. Stephens

Date:

07/23/2013

PLEASE RETURN COMPLETED QUESTIONNAIRES TO THE COUNTY ADMINISTRATOR'S OFFICE AT 201 E. GREEN STREET NO LATER THAN 10:00 AM ON MARCH 27, 2013.

QUESTIONNAIRES MAY ALSO BE FAXED TO 850-838-3501 OR EMAILED TO:

[admin.assist@taylorcountygov.com](mailto:admin.assist@taylorcountygov.com)



## TAYLOR COUNTY BOARD OF COUNTY COMMISSIONERS

ANNIE MAE MURPHY, Clerk  
Post Office Box 620  
Perry, Florida 32348  
(850) 838-3506 Phone  
(850) 838-3549 Fax

JACK R. BROWN, County Administrator  
201 East Green Street  
Perry, Florida 32347  
(850) 838-3500, extension 7 Phone  
(850) 838-3501 Fax

CONRAD C. BISHOP, JR., County Attorney  
Post Office Box 167  
Perry, Florida 32348  
(850) 584-6113 Phone  
(850) 584-2433 Fax

### Request for Consideration Questionnaire for the Taylor County Recreation Advisory Board (TCRAB)

Name: Jeff Terrell  
Address: 12279 N. Ben EAKins Ln (E210U)  
Greenville, FL 32331  
Phone: Home: 8672-0101 Work: 8-584-2800 Fax: 584-2423  
Email: Jeff.Terrell@Ringpower.com

Please answer the following questions (use additional pages if necessary)

- |   |                                      |    |
|---|--------------------------------------|----|
| 1. Are you 18 years old or older?   | <input checked="" type="radio"/> Yes | No |
| 2. Are you a resident of Taylor County?   | <input checked="" type="radio"/> Yes | No |
| 3. Are you a registered voter in Taylor County?   | <input checked="" type="radio"/> Yes | No |
| 4. Are you willing to spend up to eight (8) hours per month for meetings and workshops? | <input checked="" type="radio"/> Yes | No |
| 5. Are you willing to attend all Board Meetings (emergencies excluded)?                 | <input checked="" type="radio"/> Yes | No |

### Education:

Are you a High School Graduate?

☒ Yes

No

Name of School:

ARMWOOD High

Address:

Seffner, FL

### Post-Secondary Education:

Name of School:

Address:



Technical Training:

Name of School: \_\_\_\_\_

Address: \_\_\_\_\_

Certificates or Licenses Held:

Please List: I went through the Coaching Clinic  
the city put on back in 2000 at Loughridge Park.

College Courses or Graduate:

Name of School: \_\_\_\_\_

Address: \_\_\_\_\_

6. Do you or any family member have any affiliation with any business or company that has a vendor relationship with the Taylor County BCC or any other contractual relationship with the Taylor County Board of County Commissioners?

Yes

No

If Yes, please explain:

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7. Please list Board/Business/Volunteer/Work Experience:

I help w/ ~~awana~~ AWANA Program of Pleasant Grove Baptist  
I have Coached football + Baseball close to 10 yrs.  
I have been Parts manager for RingPower for 8 years.

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8. Why do you wish to serve on the Taylor County Recreation Advisory Board?

I see a need for Positive Change in our rec. Dept.  
There is too much bickering + fighting + inconsistency.  
If we TEACH our kids at a young age the right way to play  
sports, as they move up it's easier to ~~teach~~ them a higher level of play.  
and that will carry over into high school + ~~high school~~ beyond.  
also I have 3 Boys, 6, 9, 14, + I want to see them in a good program.

9. Have you ever been charged with a misdemeanor or felony in any state or federal court? If yes, please explain in detail:

NO

10. The Taylor County Recreation Advisory Board will have representatives of all sports played at the Taylor County Sports Complex. Please indicate which sport you would like to represent from the following choices in ranking order; first choice, second choice, and third choice and list your experience in each sport.

Rank/Choice: \_\_\_\_\_ Soccer: \_\_\_\_\_

Rank/Choice: 2 Football: I Played in high school, I started Coaching flag after Ron Rice left coaching around 2006-7.

Rank/Choice: 1 Baseball: I Played Tee Ball → high school ball I coached 13-15 yold in '99 & 2000 ~~base~~ + tee ball/league/10-11 about 8 yr

Rank/Choice: 3 Softball: Church league

TOTAL

Rank/Choice: \_\_\_\_\_ Basketball: \_\_\_\_\_

Rank/Choice: \_\_\_\_\_ Tennis: \_\_\_\_\_

Rank/Choice: \_\_\_\_\_ Users of the Trail: \_\_\_\_\_

11. The TCRAAB will be meeting one or two times each month and participates in self-education and orientation. Do you foresee a problem in attending these events?

NO

12. Further comments:

Having 3 boys I have a vested interest in a well run program. I spend a lot of time + money out there, so I see areas in need of improvement. With a more organized program the kids will enjoy it more, learn more and go farther with their skills hopefully. For some kids sports may be their only way to college so we need to give them that chance, and it starts with a well run youth program.

ON BEHALF OF THE TAYLOR COUNTY BOARD OF COUNTY COMMISSIONERS, WE THANK YOU FOR TAKING THE TIME TO COMPLETE THIS REQUEST FOR CONSIDERATION QUESTIONNAIRE AND FOR OFFERING TO VOLUNTEER YOUR TIME WHICH WOULD SERVE AS AN INVESTMENT INTO THE FUTURE OF RECREATION IN OUR COMMUNITY.

Applicant Signature: \_\_\_\_\_

*Jeff Terrell*

Print Name: \_\_\_\_\_

JEFF TERRELL

Date: \_\_\_\_\_

6/14/13

PLEASE RETURN COMPLETED QUESTIONNAIRES TO THE COUNTY ADMINISTRATOR'S OFFICE AT 201 E. GREEN STREET NO LATER THAN 10:00 AM ON MARCH 27, 2013.

QUESTIONNAIRES MAY ALSO BE FAXED TO 850-838-3501 OR EMAILED TO:  
[admin.assist@taylorcountygov.com](mailto:admin.assist@taylorcountygov.com)

*Sorry for the bad handwriting + spelling!*



## TAYLOR COUNTY BOARD OF COUNTY COMMISSIONERS

ANNIE MAE MURPHY, Clerk  
Post Office Box 620  
Perry, Florida 32348  
(850) 838-3508 Phone  
(850) 838-3549 Fax

JACK R. BROWN, County Administrator  
201 East Green Street  
Perry, Florida 32347  
(850) 838-3500, extension 7 Phone  
(850) 838-3501 Fax

CONRAD C. BISHOP, JR., County Attorney  
Post Office Box 167  
Perry, Florida 32348  
(850) 584-6113 Phone  
(850) 584-2433 Fax

### Request for Consideration Questionnaire for the Taylor County Recreation Advisory Board (TCRAB)

Name: David Roberts

Address: 3595 Azalea DR, Perry FL 32347

Phone: Home: 850-838-3818 Work: 850-672-9189 Fax: \_\_\_\_\_

Email: droberts5689@gmail.com

Please answer the following questions (use additional pages if necessary)

- |   |     |
|---|-----|
| 1. Are you 18 years old or older?   | Yes |
| 2. Are you a resident of Taylor County?   | Yes |
| 3. Are you a registered voter in Taylor County?   | Yes |
| 4. Are you willing to spend up to eight (8) hours per month for meetings and workshops? | Yes |
| 5. Are you willing to attend all Board Meetings (emergencies excluded)?                 | Yes |

Education:

Are you a High School Graduate? Yes

Name of School: Taylor County

Address: \_\_\_\_\_

Post-Secondary Education:

Name of School: NECC

Address: \_\_\_\_\_

**Technical Training:**

Name of School: NFCC

Address: \_\_\_\_\_

**Certificates or Licenses Held:**

Please List: \_\_\_\_\_

**College Courses or Graduate:**

Name of School: NFCC

Address: \_\_\_\_\_

6. Do you or any family member have any affiliation with any business or company that has a vendor relationship with the Taylor County BCC or any other contractual relationship with the Taylor County Board of County Commissioners?

No

If Yes, please explain:

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**7. Please list Board/Business/Volunteer/Work Experience:**

UPWARDS Flag Football, Crosspoint Baptist Church Board, Big Top Regional Sales Manager, Crossheirs Outfitters  
Christian ministry Branford Florida Board Member

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**8. Why do you wish to serve on the Taylor County Recreation Advisory Board? Help improve the quality of sports programs within Taylor County**

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9. Have you ever been charged with a misdemeanor or felony in any state or federal court? If yes, please explain in detail: No Felony but maybe a misdemeanor....Not Sure if so not in the past 15 years

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10. The Taylor County Recreation Advisory Board will have representatives of all sports played at the Taylor County Sports Complex. Please indicate which sport you would like to represent from the following choices in ranking order; first choice, second choice, and third choice and list your experience in each sport.

Rank/Choice: 3 Soccer: \_\_\_\_\_

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Rank/Choice: 2 Football: \_\_\_\_\_

---

Rank/Choice: 1 Baseball: \_\_\_\_\_

---

Rank/Choice: 4 Softball: \_\_\_\_\_

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Rank/Choice: 6 Basketball: \_\_\_\_\_

---

Rank/Choice: 5 Tennis: \_\_\_\_\_

---

Rank/Choice: \_\_\_\_\_ Users of the Trail: \_\_\_\_\_

---

11. The TCRAAB will be meeting one or two times each month and participates in self-education and orientation. Do you foresee a problem in attending these events?

---

As long as the meeting are 1-2 hours I should be ok

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---

**12. Further comments:**

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**ON BEHALF OF THE TAYLOR COUNTY BOARD OF COUNTY COMMISSIONERS, WE THANK YOU FOR TAKING THE TIME TO COMPLETE THIS REQUEST FOR CONSIDERATION QUESTIONNAIRE AND FOR OFFERING TO VOLUNTEER YOUR TIME WHICH WOULD SERVE AS AN INVESTMENT INTO THE FUTURE OF RECREATION IN OUR COMMUNITY.**

**Applicant Signature:**



**Print Name:**

David Roberts

**Date:**

6-13-13

**PLEASE RETURN COMPLETED QUESTIONNAIRES TO THE COUNTY ADMINISTRATOR'S OFFICE AT 201 E. GREEN STREET NO LATER THAN 10:00 AM ON MARCH 27, 2013.**

**QUESTIONNAIRES MAY ALSO BE FAXED TO 850-838-3501 OR EMAILED TO:**  
**[admin.assist@taylorcountygov.com](mailto:admin.assist@taylorcountygov.com)**

**TAYLOR COUNTY BOARD OF COMMISSIONERS**

***County Commission Agenda Item***

**SUBJECT/TITLE:**



Ann, Shortelle, SRWMD Executive Director

Presentation of the Payment in Lieu of Taxes (PILT) check and presentation on the minimum flows and levels (MFLs) for the Lower Santa Fe and Ichetucknee Rivers and Springs.

**Meeting Date:**

August 5, 2013

**Statement of Issue:** \_\_\_\_\_

**Recommendation:** \_\_\_\_\_

**Fiscal Impact:** \$ \_\_\_\_\_

**Budgeted Expense:** Yes ☐ No ☐ N/A ☐

**Submitted By:**

Suwannee River Water Management District

**Contact:**

Vanessa Fultz, 386-362-1001

**SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS**

**History, Facts & Issues:** \_\_\_\_\_

**Options:**

1. \_\_\_\_\_

2. \_\_\_\_\_

**Attachments:**

1. \_\_\_\_\_

2. \_\_\_\_\_





# Minimum Flows and Levels Update And Other District News

Ann B. Shortelle, Ph.D.  
Executive Director



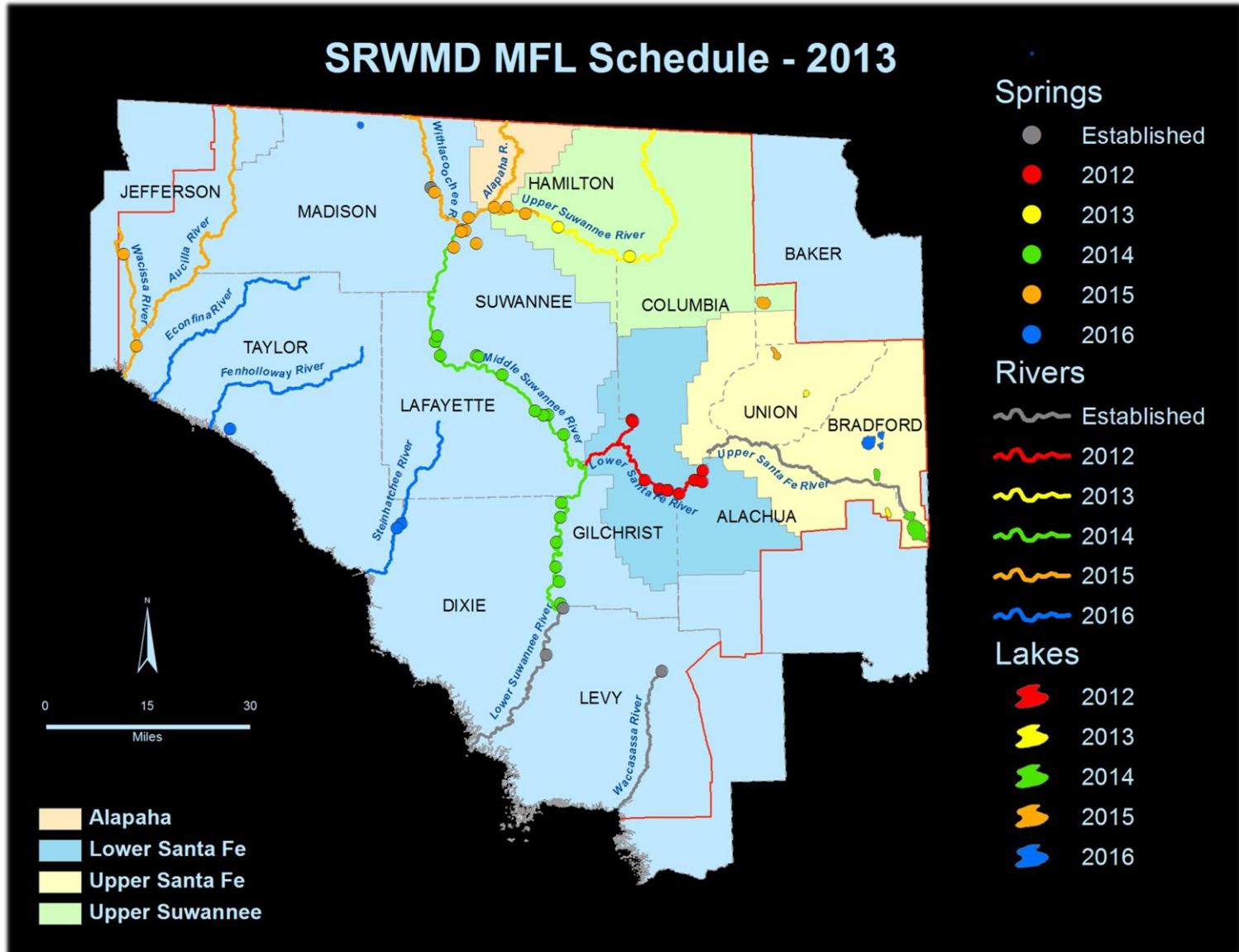
# Minimum Flows and Levels

“The minimum flow for a given watercourse shall be the limit at which further withdrawals would be significantly harmful to the water resources or ecology of the area.”

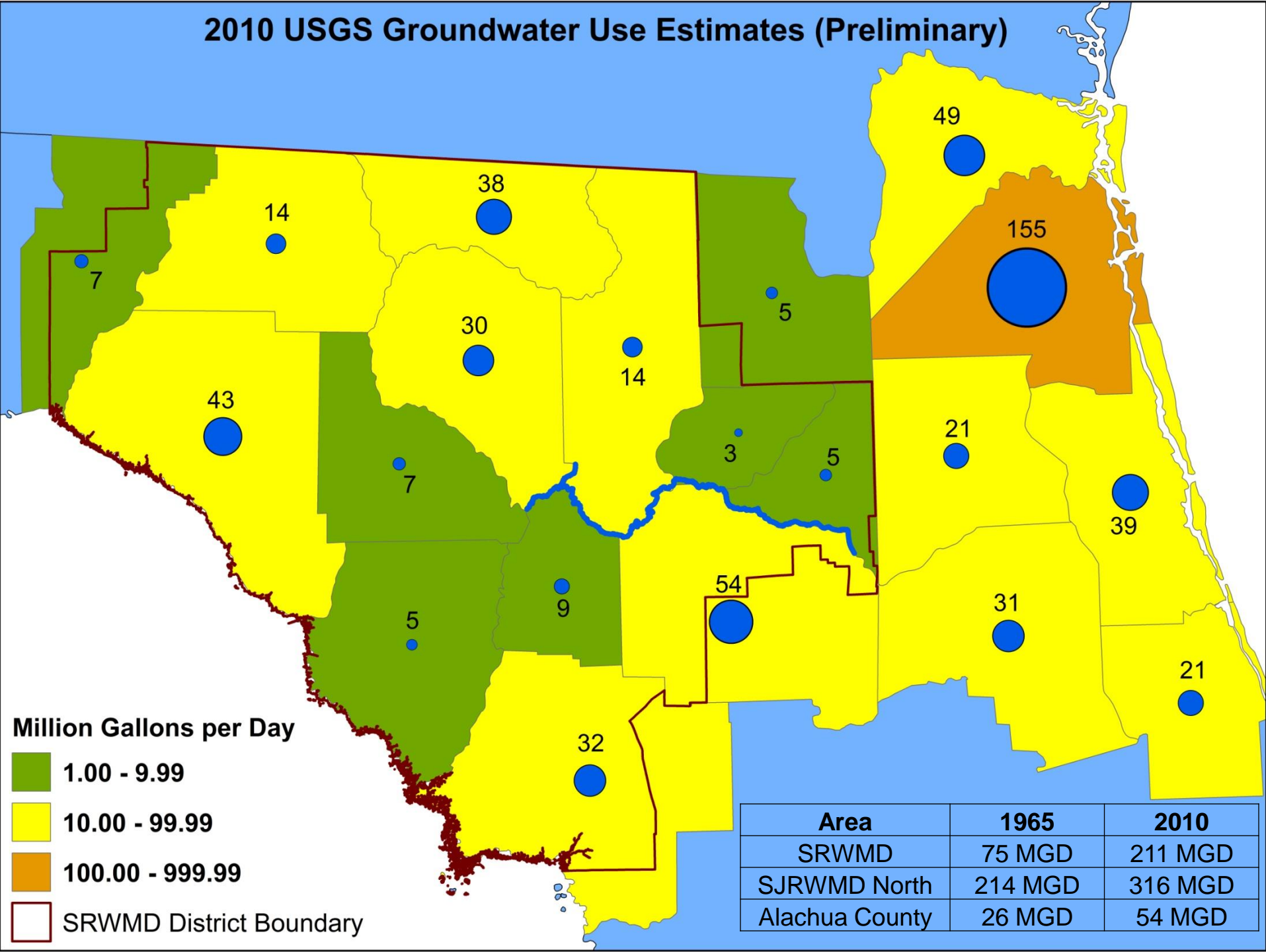




## SRWMD MFL Schedule - 2013



# 2010 USGS Groundwater Use Estimates (Preliminary)

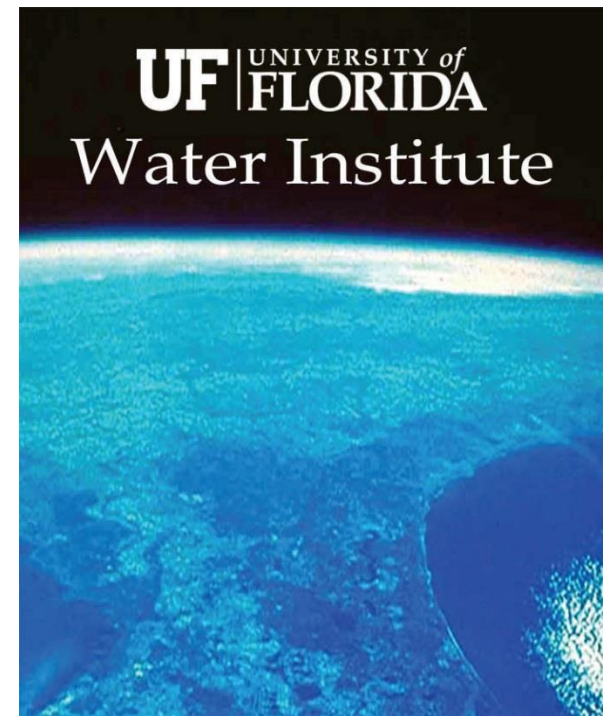






# Voluntary Technical Peer-Review And Workshops

- University of Florida Water Institute
  - Peer-review underway
  - Complete October 8
  - Opportunity for public input
- Technical Workshop on MFL Methodologies





# MFL Public Input

- Public input accepted
- Website for public review/comment:
  - [www.mysuwanneeriver.com](http://www.mysuwanneeriver.com)
  - “Notify me” feature will be used to receive updates
  - [mfls@srwmd.org](mailto:mfls@srwmd.org)
- North Florida Regional Water Supply Partnership Stakeholders Advisory Committee



# Next Steps



## Peer Review

- Independent, scientific
- To be completed early Fall 2013

## Public Input

- To be completed early Fall 2013
- Multiple options for comment/input

## Recovery & Prevention

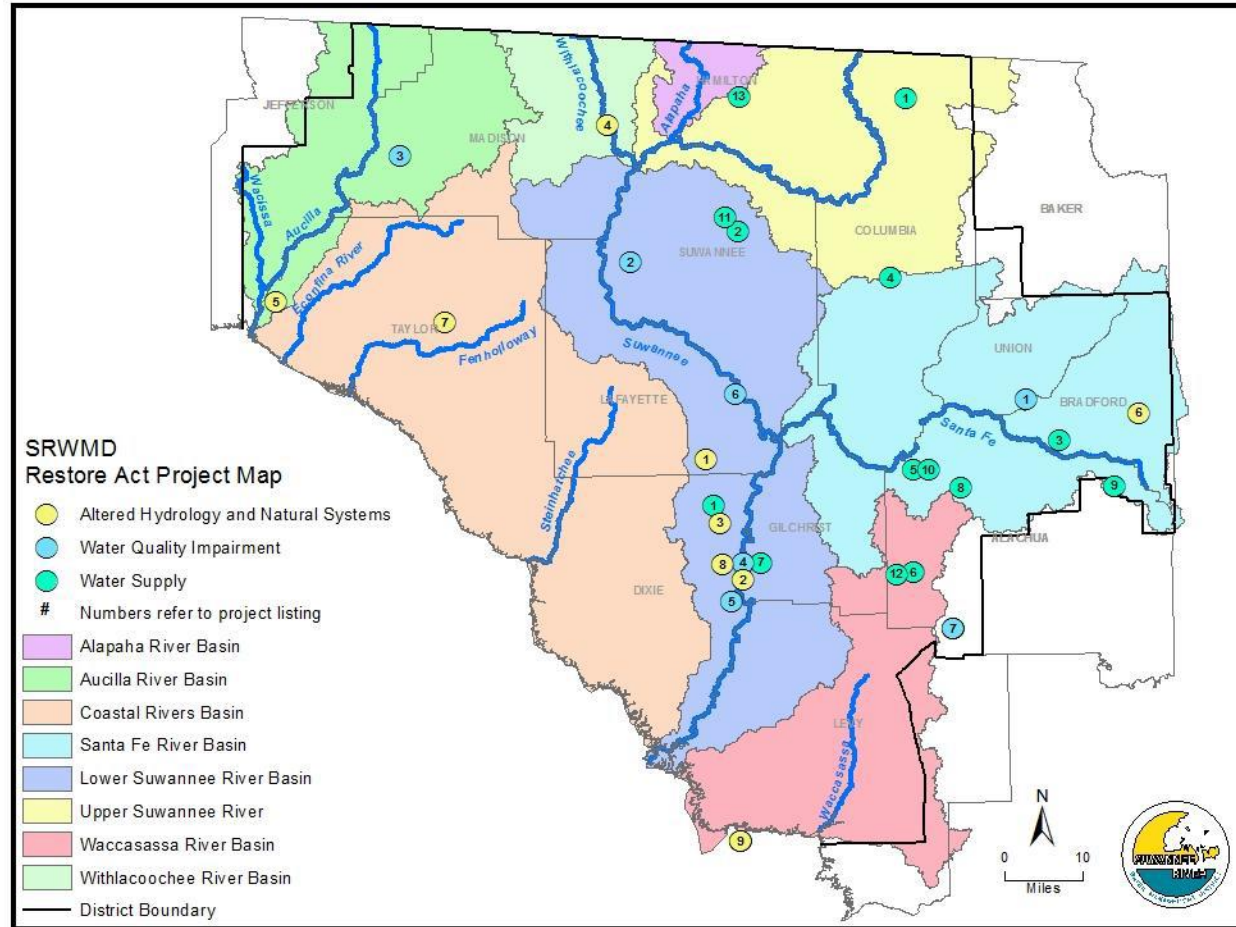
- Develop strategies with stakeholder involvement
- June 2013 through Fall 2013

## DEP Adoption

- MFLs with cross boundary considerations
- District Governing Board Resolution request per new legislation
- DEP approved



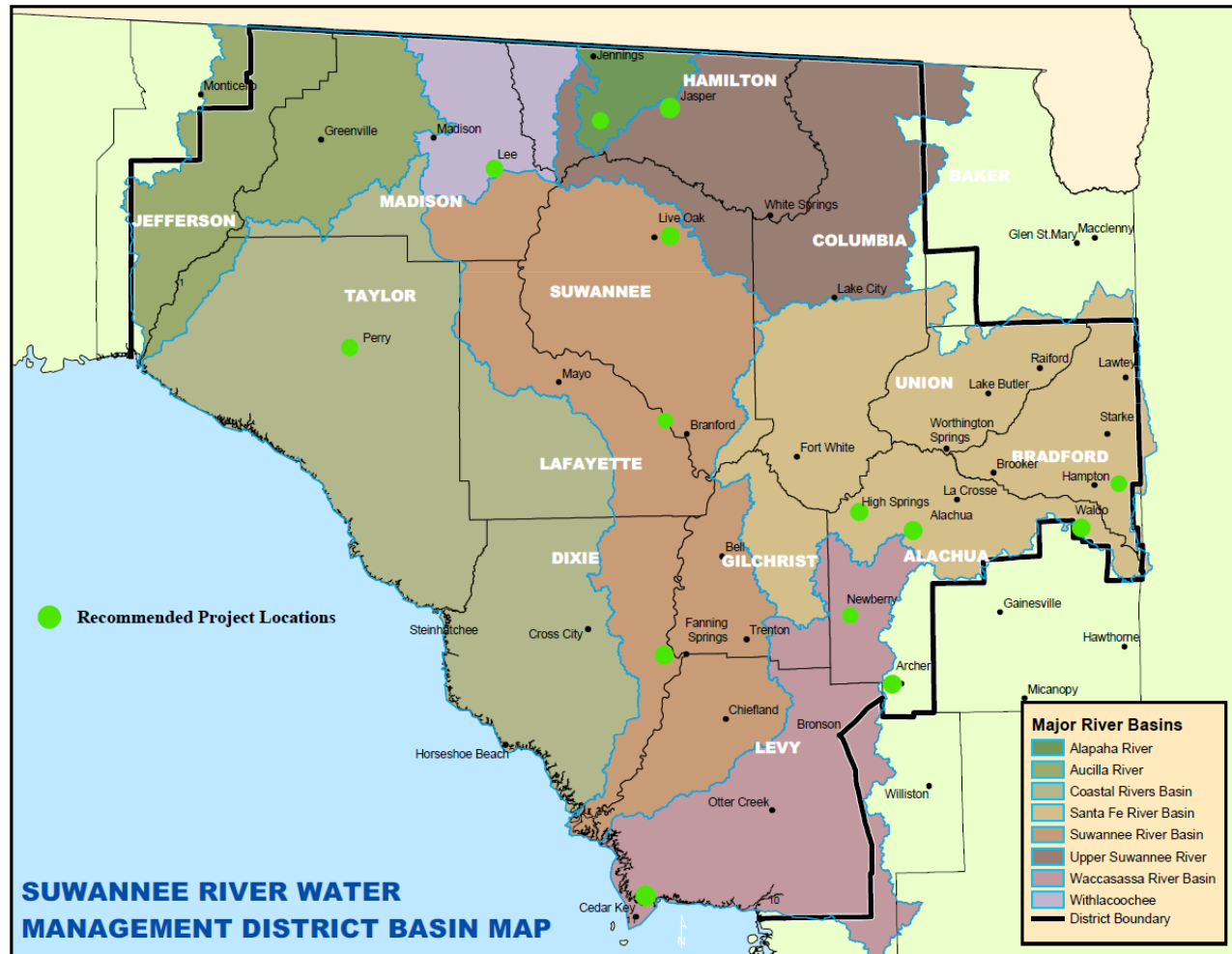
# RESTORE Act Update







# RIVER Program



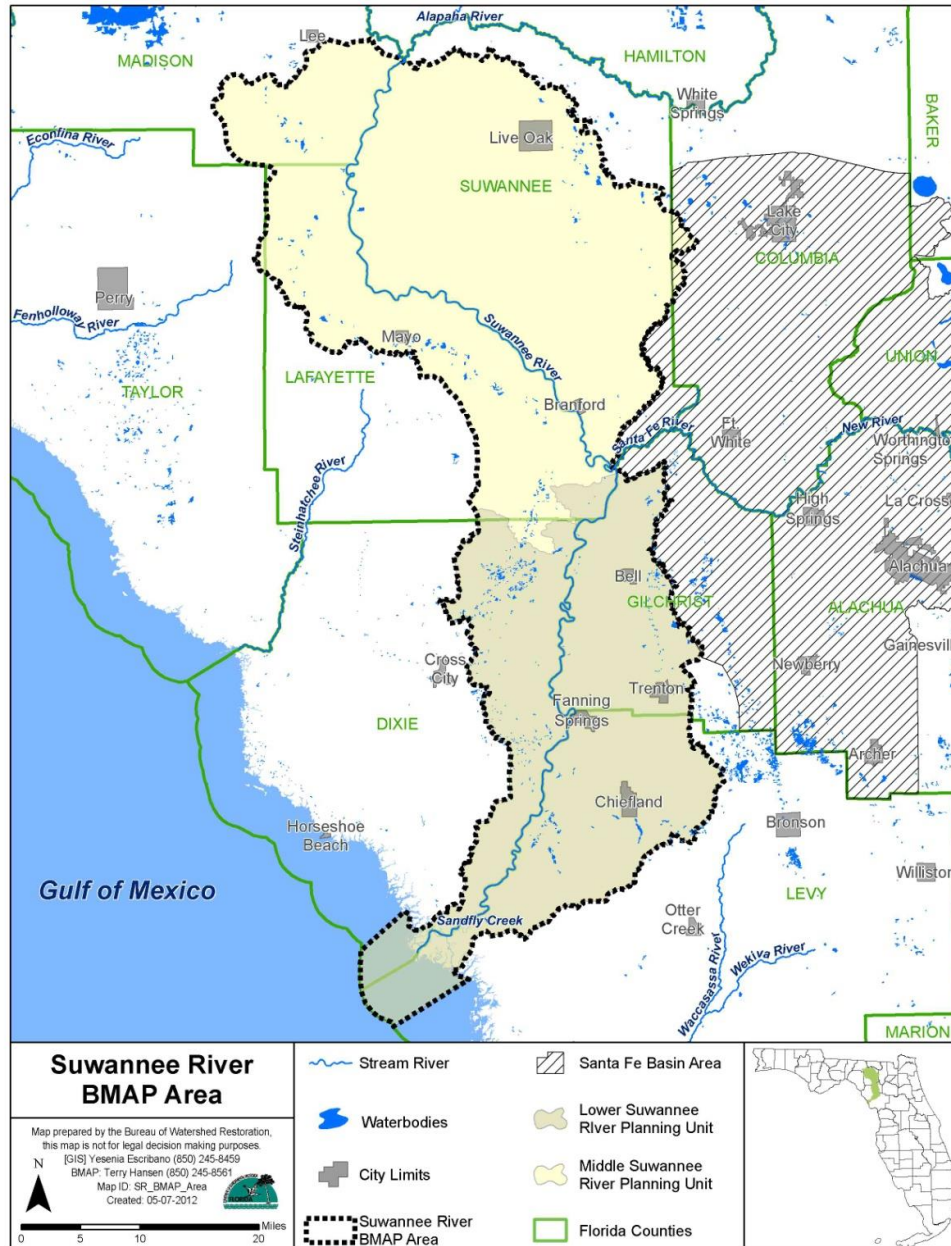
# Suwannee River Water Management District



## Suwannee River Basin Management Action Plan Area

Over 1 million acres  
Land Use

- 26% Agricultural
- 48% Forest
- 7% Urban & built up





# Cost-Share Programs for AG

- District
  - 52 Farmers
  - 1,016 million gallons annually
- BMAP with DEP
  - 46 farmers
  - 960 million gallons annually
  - Reduced nitrate application annually - 1.29 million pounds



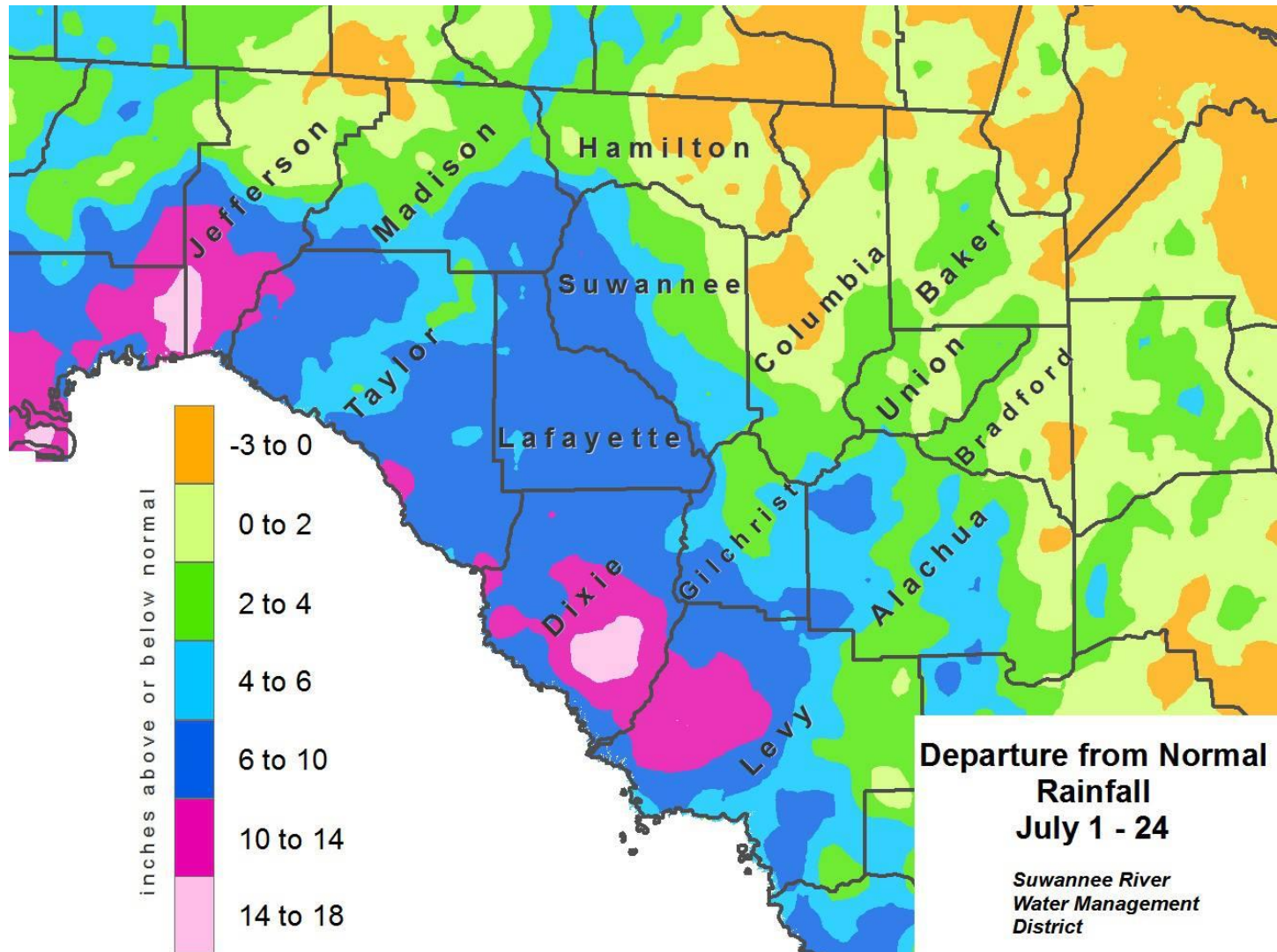


# AG Water Use Monitoring

- 8 inch or greater wells
- Incentive – Potential 5 to 10 year permit extension
- District bears monitoring cost until October 2017
  - Electrical Consumption
  - Diesel-driven Pumps
- DACS support!



# Hydrologic Conditions







**Thank you!**



Ann B. Shortelle, Ph.D., Executive Director

[abs@srwmd.org](mailto:abs@srwmd.org)

386.362.1001

**TAYLOR COUNTY BOARD OF COMMISSIONERS**

**County Commission Agenda Item**

**SUBJECT/TITLE:**



R.A.C.E.C Enterprise Zone Boundary Amendment Application

**Meeting Date:**

08/05/2013

**Statement of Issue:** The Taylor County Development Authority to update the BOCC on the R.A.C.E.C Enterprise Zone Boundary Amendment Application.

**Recommendation:**

**Fiscal Impact:** \$ 0 **Budgeted Expense:** Yes ☐ No ☐ N/A ☒

**Submitted By:** Taylor County Development Authority

**Contact:** Lavonne Taylor

**SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS**

**History, Facts & Issues:** Governor Scott and the Department of Economic Opportunity have provided the City of Perry and Taylor County with an opportunity to expand its current Enterprise Zone. The Enterprise Zone program serves as an economic development incentive for both new and expanding companies that create new jobs and increase the community's tax base. TCDA has engaged a firm that specializes in enterprise zones and which has made the following recommendations:

1. No vote or action is required by the Taylor County Board of County Commissioners at this time.
2. A 90 day public notice must be placed in the local paper by August 2, 2013.
3. Attached please find a prepared notice that complies with the State of Florida's statutory requirements.
4. Under these guidelines, BOCC will be required to pass a resolution when it convenes at its November 4, 2013 meeting.

**Options:**

1. \_\_\_\_\_
2. \_\_\_\_\_

**Attachments:**

1. R.A.C.E.C Enterprise Zone Boundary Amendment Application
2. Taylor County Enterprise Zone #6201  
Boundary Amendment Notice



## **RACEC ENTERPRISE ZONE BOUNDARY AMENDMENT REQUESTS**

- WHO:** Enterprise Zones that currently:
- are at least 15-square miles & less than 20-square miles; and
  - include a portion of a RACEC.
- WHAT:** Expand current EZ by an area not to exceed 3-square miles.
- HOW:** Submit a RACEC Enterprise Zone Boundary Amendment Application Package that contains:
- Recommendation from EZDA;
  - 90-day public notice of commission meeting;
  - Resolution(s) from nominating governing body or bodies;
  - Written description of Nominated EZ (current and expansion); and
  - Maps of Nominated EZ (current and expansion).
- WHEN:** Applications must be received on or before December 31, 2013.
- Designations will expire on December 31, 2015.

**QUESTIONS:**

Mr. Burt C. Von Hoff  
Division of Community Development  
Department of Economic Opportunity  
107 East Madison Street; MSC 160  
Tallahassee, Florida 32399

Phone: 850-717-8518  
E-Mail: [burt.vonhoff@deo.myflorida.com](mailto:burt.vonhoff@deo.myflorida.com)  
Website: [www.floridajobs.org](http://www.floridajobs.org)

**CURRENT EZ: AT LEAST 15-SQUARE MILES & LESS THAN 20-SQUARE MILES**  
**FLORIDA ENTERPRISE ZONE PROGRAM**

**R. A. C. E. C. ENTERPRISE ZONE**  
**BOUNDARY AMENDMENT APPLICATION PACKAGE**

**Current EZ: at least 15 –square miles and less than 20-square miles  
and contain a portion of a RACEC**

The purpose of this application package is to provide information, guidance and instructions which will enable officials that have nominated an enterprise zone that is at least 15-square miles and less than 20-square miles and includes a portion of a state designated Rural Area of Critical Economic Concern (RACEC) to prepare an Enterprise Zone Boundary Amendment application package for submission to the Department of Economic Opportunity for the designation of an area as an Enterprise Zone.

The Florida Enterprise Zone Program, authorized by sections 290.001 - 290.016, Florida Statutes, was enacted to provide the necessary means to assist local communities, their residents, and the private sector in creating the proper economic and social environment to induce the investment of private resources in productive business enterprises located in severely distressed areas and to provide jobs for residents of such areas. In achieving this objective, the state will seek to provide appropriate investments, tax benefits, and regulatory relief to encourage the business community to commit its financial participation. To date, the state has designated sixty-five enterprise zones.

The 2013 Florida Legislature enacted Committee Substitute for Committee Substitute for House Bill 7007, Chapter 2013-039, Laws of Florida, which provides an opportunity for certain Enterprise Zones that are at least 15-square miles and less than 20-square miles that contain a portion of a RACEC to submit an Enterprise Zone Boundary Amendment Application Package. To comply with this legislation, an application package must be received before December 31, 2013. The expanded Enterprise Zone Boundary Amendment area shall encompass an area that does not exceed 3-square miles. Technical assistance is available by calling Burt Von Hoff at 850/717-8518.

**RACEC ENTERPRISE ZONE BOUNDARY AMENDMENT**  
**APPLICATION SUBMISSION DATE**

This application package and one copy must be received by the Division of Community Development (Department of Economic Opportunity) no later than 4:00 PM, Tuesday, December 31, 2013. Applications received after this date and time will not be considered nominated for Enterprise Zone designation. Materially incomplete applications will not be considered nominated for Enterprise Zone designation. Faxed copies will not be considered acceptable.

**The original application and one copy must be submitted to:**

**Mr. Burt C. Von Hoff**  
**Division of Community Development**  
**Department of Economic Opportunity**  
**107 East Madison Street; MSC 160**  
**Tallahassee, Florida 32399**

**CURRENT EZ: AT LEAST 15-SQUARE MILES & LESS THAN 20-SQUARE MILES**

**NAME OF NOMINATING GOVERNING BODY OR BODIES**

**Each governing body that contains a portion of the Nominated Area must provide:**

- 1. this information page;**
- 2. a resolution nominating the portion of the Nominated Area located within their jurisdiction (page 6); and**
- 3. an Application Certification (page 8).**

**Please make additional copies of this information page as needed.**

<b>NAME OF NOMINATING GOVERNING BODY:</b>	
Chief Elected Official:  _____	Title:  _____
Address:  _____  _____	Phone _____  Fax _____  E-Mail: _____
Contact Person:  _____	Title:  _____
Address:  _____  _____	Phone _____  Fax _____  E-Mail: _____

**CURRENT EZ: AT LEAST 15-SQUARE MILES & LESS THAN 20-SQUARE MILES  
ELIGIBILITY REQUIREMENTS TO SUMBIT A RACEC  
ENTERPRISE ZONE BOUNDARY AMENDMENT REQUEST**

Our current Enterprise Zone is EZ-\_\_\_\_\_.

Our current Enterprise Zone's effective date is \_\_\_\_\_.

We are attaching a copy of the letter designating our current Enterprise Zone.

Tab \_\_\_\_\_ of the Attachments.

Our current Enterprise Zone encompasses an area of \_\_\_\_\_ square miles.

We are providing documentation that our current Enterprise Zone is at least 15-square miles and less than 20-square miles.

Tab \_\_\_\_\_ of the Attachments.

A portion of our current Enterprise Zone is located within the \_\_\_\_\_ Rural Area of Critical Economic Concern.

We are providing documentation that our current Enterprise Zone includes a portion of the state designated rural area of critical economic concern pursuant to s. 288.0656 (7), Florida Statutes.

Tab \_\_\_\_\_ of the Attachments.

Our Enterprise Zone Development Agency Board of Commissioners submitted a recommendation that our nominating governing body request a RACEC Enterprise Zone Boundary Amendment on \_\_\_\_\_.

We are attaching a copy of the recommendation from our Enterprise Zone Development Agency Board of Commissioners.

Tab \_\_\_\_\_ of the Attachments.

We provided our citizens with at least a 90-day public notice that our nominating governing body was considering changing the boundaries of our Enterprise Zone.

Date of Public Notice: \_\_\_\_\_

Date of commission meeting to discuss EZ Boundary Amendment: \_\_\_\_\_

We are attaching a copy of the public notice that our nominating governing body was considering changing the boundaries of our Enterprise Zone.

Tab \_\_\_\_\_ of the Attachments.

**CURRENT EZ: AT LEAST 15-SQUARE MILES & LESS THAN 20-SQUARE MILES**

**NOMINATED AREA**

Please attach a written geographic description of the Nominated Area that will encompass your current as well as your proposed expanded area. The description is to include a listing of the boundaries of the Nominated Area. When the boundary is a street, the side of the street must be indicated, i.e., "the east side of First Street". Please note: a complete legal description is not required, but it is important that the description enable other reviewers to determine the area that is being nominated.

(Page \_\_\_\_\_ of the Attachments.)

Please attach the following maps of the Nominated Area:

1. A street map showing the boundaries of the Nominated Area that will encompass your current as well as your proposed expansion area (streets & avenues).
2. A map showing the Nominated Area in relation to the jurisdiction of the nominating governing body or governing bodies.

Please provide the following information for the Nominated Area, as available:

Size of Current Enterprise Zone: \_\_\_\_\_ square miles  
(at least 15-square miles and less than 20-square miles)

Proposed Expansion Area: \_\_\_\_\_ square miles

Total square mileage of the nominated area: \_\_\_\_\_  
(must not exceed current square mileage plus 3-square miles)

Number of non-contiguous areas: \_\_\_\_\_  
(must be 3 or less)

Methodology used to determine total square mileage:

\_\_\_\_\_  
\_\_\_\_\_

Number of residents: \_\_\_\_\_

Number of businesses: \_\_\_\_\_

Number of employees (full-time equivalents): \_\_\_\_\_

Number of vacant commercial buildings: \_\_\_\_\_

## CURRENT EZ: AT LEAST 15-SQUARE MILES & LESS THAN 20-SQUARE MILES

**Each governing body that contains a portion of the Nominated Area must provide a resolution nominating the portion of the Nominated Area that is located within their jurisdiction.**

### GOVERNING BODY RESOLUTION

The nominating governing body that includes any portion of the Nominated Area (municipality or county) is required to adopt a resolution pursuant to 290.0055 (1) (a), F.S., which:

1. Finds that an area exists which chronically exhibits extreme and unacceptable levels of poverty, unemployment, physical deterioration, and economic disinvestment;
2. Determines that the rehabilitation, conservation or redevelopment of such area is necessary in the interest of the public health, safety, and welfare of the residents; and
3. Determines that the revitalization of such area can occur only if the private sector can be induced to invest its own resources that build or rebuild the economic vitality of the area.
4. **States with particularity the reasons for amending the current Enterprise Zone Boundaries.**
5. Contains a map that outlines specifically the area that is being nominated that includes the current and the requested expanded area.

Number of governing bodies that have a portion of the Nominated Area that is located within their jurisdictions: \_\_\_\_\_

Please list the date that nominating governing body adopted the resolution: DATE: \_\_\_\_\_.

Please attach a copy of the resolution. (Page \_\_\_\_ of the Attachments.)

Please list the date that nominating governing body adopted the resolution: DATE: \_\_\_\_\_.

Please attach a copy of the resolution. (Page \_\_\_\_ of the Attachments.)

Please list the date that nominating governing body adopted the resolution: DATE: \_\_\_\_\_.

Please attach a copy of the resolution. (Page \_\_\_\_ of the Attachments.)

**CURRENT EZ: AT LEAST 15-SQUARE MILES & LESS THAN 20-SQUARE MILES**

**RACEC ENTERPRISE ZONE BOUNDARY AMENDMENT  
APPLICATION CHECKLIST**

**Please indicate with a check mark if a document/attachment has been submitted:**

YES	TAB NUMBER	ATTACHMENT
_____		Enterprise Zone designation letter.
_____		Documentation that current EZ is at least 15-square miles and less than 20-square miles.
_____		RACEC designation documentation.
_____		EZDA Board of Commissioners recommendation to amend EZ boundaries.
_____		Public notice that our nominating governing body was considering changing the boundaries of our EZ.
_____		Written geographic description of our Nominated Area (current and expanded areas).
_____		Copy of your Resolution nominating our Nominated Area (current and expanded areas).
_____		Map of our existing and the requested expanded area.
_____		A map showing the Nominated Area in relation to the jurisdiction of the nominating governing body or governing bodies.

**CURRENT EZ: AT LEAST 15-SQUARE MILES & LESS THAN 20-SQUARE MILES**

**Each governing body that contains a portion of the Nominated Area located within their jurisdiction must provide:**

**APPLICATION CERTIFICATION**

I hereby certify that the nominated area that I represent meets all eligibility requirements and that to the best of my knowledge and belief:

- a) the information in this application package is true and correct;
- b) our nominating governing body shall comply with local, state and federal program requirements;
- c) our nominating governing body has agreed to carry out the Enterprise Zone Development Plan; and
- d) the nominated area meets each of the eligibility criteria set forth in section 290.0055(6), FS.

**Please make additional copies of this Application Certification page as needed.**

<b>NOMINATING GOVERNING BODY:</b>	
<b>CHIEF ELECTED OFFICIAL:</b>  _____  <b>(printed name)</b>	<b>SIGNATURE AND DATE:</b>  _____  <b>(signature)</b>
<b>Title:</b> _____	<b>Date</b> _____

Mr. Burt Von Hoff  
Division of Community Development  
Department of Economic Opportunity  
107 East Madison Street; MSC 160  
Tallahassee, Florida 32399  
Phone: 850/717-8518  
Fax: 850/717-8522  
E-Mail: [burt.vonhoff@deo.myflorida.com](mailto:burt.vonhoff@deo.myflorida.com)



CURRENT EZ: AT LEAST 15-SQUARE MILES & LESS THAN 20-SQUARE MILES  
Chapter 2013-39, Laws of Florida

Section 35. Subsection (6) of section 290.0055, Florida Statutes, is amended to read:

290.0055 Local nominating procedure.—

(6)(a) The department may approve a change in the boundary of any enterprise zone which was designated pursuant to s. 290.0065. A boundary change must continue to satisfy the requirements of subsections (3), (4), and (5).

(b) Upon a recommendation by the enterprise zone development agency, the governing body of the jurisdiction which authorized the application for an enterprise zone may apply to the department for a change in boundary once every 3 years by adopting a resolution that:

1. States with particularity the reasons for the change; and
2. Describes specifically and, to the extent required by the department, the boundary change to be made.

(c) At least 90 days before adopting a resolution seeking a change in the boundary of an enterprise zone, the governing body shall include in a notice of the meeting at which the resolution will be considered an explanation that a change in the boundary of an enterprise zone will be considered and that the change may result in loss of enterprise zone eligibility for the area affected by the boundary change.

(d)1. The governing body of a jurisdiction which has nominated an application for an enterprise zone that is at least 15 square miles and less than 20 square miles ~~no larger than 12 square miles~~ and includes a portion of the state designated as a rural area of critical economic concern under s. 288.0656(7) may apply to the department to expand the boundary of the existing enterprise zone by not more than 3 square miles. ~~An application to expand the boundary of an enterprise zone under this paragraph must be submitted by December 31, 2012.~~

2. The governing body of a jurisdiction which has nominated an application for an enterprise zone that is at least 20 square miles and includes a portion of the state designated as a rural area of critical economic concern under s. 288.0656(7) may apply to the department to expand the boundary of the existing enterprise zone by not more than 5 square miles.

3. An application to expand the boundary of an enterprise zone under this paragraph must be submitted by December 31, 2013.

~~4.2.~~ Notwithstanding the area limitations specified in subsection (4), the department may approve the request for a boundary amendment if the area continues to satisfy the remaining requirements of this section.

~~5.3.~~ The department shall establish the initial effective date of an enterprise zone designated under this paragraph.

**Taylor County  
Enterprise Zone #6201  
Boundary Amendment Notice**

A resolution will be considered for a change in the boundary of the Taylor County Enterprise Zone #6201 (EZ) at the November 4, 2013 Regular Meeting of the Taylor County Board of County Commissioners, Taylor County Administrative Complex, 201 E Green St, Perry, FL, at 5:30PM. If adopted, this change in the boundary of the EZ may result in loss of EZ eligibility for the areas affected by the change. If you have any questions regarding the boundary re-designation, please contact Lavonne Taylor of The Taylor County Development Authority at (850) 584-5627

Taylor County Development Authority

# TAYLOR COUNTY BOARD OF COMMISSIONERS

## County Commission Agenda Item

12

**SUBJECT/TITLE:**

BOARD TO CONSIDER AWARD OF PHASE 3 OF THE TAYLOR COUNTY SPORTS COMPLEX PROJECT TO ADVON CORPORATION, INC.

**MEETING DATE REQUESTED:**

August 05, 2013

**Statement of Issue:**

The Board received proposals for Phase 3 of the Taylor County Sports Complex project on June 18, 2013. Staff and ADVON Corporation Inc. (ADVON) are forwarding a revised project scope to meet available funding.

Two proposals were received:

ADVON Corporation Inc. / Tallahassee, FL	\$449,940.00
Curt's Construction, Inc. / White Springs, FL	\$573,038.73

**Recommended Action:** Staff recommends that the Board consider the following options, (1) Accept the revised pricing and scope of work including the additional commitment from Public Works and the DOC Inmate Squad, (2) Provide additional funding to provide a turnkey project from ADVON at their original pricing, and (3) Rebid the project.

**Fiscal Impact:** FISCAL YR 2012/13 - \$300,000

**Budgeted Expense:** YES

**Submitted By:** ENGINEERING DIVISION

**Contact:** COUNTY ENGINEER

### SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

**History, Facts & Issues:**

The Board requested and received proposals on June 18, 2013, for the services of a qualified contractor to construct Phase 3 of the Taylor County Sports Complex. The proposed scope of work consists of furnishing all needed materials, equipment, labor and supervision to construct both a lighted and irrigated Softball and Baseball field and all associated amenities including other associated work as more fully detailed in the plans and specifications material. The assembled construction plans include Electrical design and site lighting plans prepared by MUSCO, Irrigation plans prepared by Russell Daniel, and Civil Site, Utility, Infrastructure and Site Amenities plans and project specifications prepared by the Taylor County Engineering Division.

The bids were reviewed at the meeting which they were received with Staff presenting a recommendation that the project be awarded to ADVON Corporation, Inc. as the lowest apparent bid (\$449,940.00) contingent on being able to revise the project scope of work to meet available project

funding. ADVON has been working with Staff to review the project's scope of work in an attempt to get within reach of the approximately \$300,000 available funding without compromising the quality of the overall project.

To that extent, Staff requested several revised proposals from ADVON that increases reliance on our Department of Corrections Inmate Squad and Public Works Staff to complete the overall project. Further, some additional site amenities would have to be delayed at the present. ADVON's latest proposal, see attached, has them grading, sodding, and fencing the fields, at a cost of \$241,226.00. This leaves all clay placement, concrete work and building construction for the Public Works Staff and DOC Inmate Squad to complete. Though this is not the most coordinated method of constructing the fields nor is it the easiest path, funds are not available to have ADVON provide a turnkey project at the offered pricing and current budget.

Staff recommends that the Board consider the following options, (1) Accept the revised pricing and scope of work including the additional commitment from Public Works and the DOC Inmate Squad, (2) Provide additional funding to provide a turnkey project from ADVON at their original pricing, and (3) Rebid the project.

Option 1 will be the cheapest overall but require the greatest effort from Staff, Public Works, and the already over committed DOC Inmate Squad. Option 2 is the simplest but less practicable in light of funding constraints. Finally, Option 3 delays the project further away from the current growing season while waiting for revised bids that may or may not be better. Considering these circumstances and the effort to provide the additional softball/baseball facilities, Staff recommends that the Board select either Option 1 or 2.

**Options:**

- 1) Award the Taylor County Sports Complex Phase 3 project to ADVON Corporation, Inc. as revised and approved by the BOCC.
- 2) Award the Taylor County Sports Complex Phase 3 project to ADVON Corporation, Inc. as originally bid.
- 3) Reject all bids and readvertise the Taylor County Sports Complex Phase 3 project.
- 4) Deny the request and state reasons for such denial.

**Attachments:**

Contractor's Original Bid – Schedule of Values

Contractor's Revised Proposal – Schedule of Values

Taylor County Sports Complex Phase 3  
Advon Corporation Cost Breakdown

GENERAL CONDITIONS	Notes	Quantity	Unit	Unit Price	Total
Supervision & Management		1	LS	\$49,751.00	\$49,751.00
Field Office and Supplies		1	LS	\$3,250.00	\$3,250.00
Site Maintenance and Clean-up		1	LS	\$1,850.00	\$1,850.00
Temporary Utilities and Facilities		1	LS	\$475.00	\$475.00
Quality Control and Testing		1	LS	\$3,000.00	\$3,000.00
Document Reproduction		1	LS	\$270.00	\$270.00
Layout & Engineering		1	LS	\$4,900.00	\$4,900.00
Equipment Rental		1	LS	\$2,350.00	\$2,350.00
Div. Subtotal:					\$65,846
SITE WORK	Notes	Quantity	Unit	Unit Price	
Mobilization		1	LS	\$5,000.00	\$5,000.00
Clear and Grub		3	ACRES	\$1,500.00	\$4,500.00
Erosion Control		1523	LF	\$3.25	\$4,949.75
Sewer and Water Utilities		1	LS	\$36,093.00	\$36,093.00
Infield Subgrade		10231	SF	\$0.85	\$8,696.35
Warning Track Subgrade		6342	SF	\$0.85	\$5,390.70
Outfield Rough Grade		69449	SF	\$0.15	\$10,417.35
Concrete Flatwork Subgrade		11397	SF	\$0.85	\$9,687.45
Rough and Finish Grade Outside of Playing Fields		37093	SF	\$0.50	\$18,546.50
Div. Subtotal:					\$103,281
FENCING	Notes	Quantity	Unit	Unit Price	
Fencing		1	LS	\$61,494.00	\$61,494.00
Div. Subtotal:					\$61,494
SITE FURNISHINGS	Notes	Quantity	Unit	Unit Price	
Site Benches		4	EA	\$968.00	\$3,872.00
Trash Receptacles		8	EA	\$546.60	\$4,372.80
Div. Subtotal:					\$8,245
PLAYING FIELD CONSTRUCTION & SODDING	Notes	Quantity	Unit	Unit Price	
Field Work - Laser Grading and Sprigging		77018	SF	\$0.47	\$36,198.46
Skinned Areas		487	Tons	\$95.45	\$46,484.15
Warning Track		140	Tons	\$95.45	\$13,363.00
Sodding		37093	SF	\$0.32	\$11,869.76
Div. Subtotal:					\$107,915
CONCRETE	Notes	Quantity	Unit	Unit Price	
Sidewalks		7479	SF	\$3.25	\$24,306.75
Dug-outs		1978	SF	\$3.75	\$7,417.50
Bleacher Pads		1940	SF	\$3.00	\$5,820.00
CIP Concrete Seat/ Cap		2	CY	\$425.00	\$850.00
Reinforcing Steel		1	LS	\$5,418.00	\$5,418.00
Div. Subtotal:					\$43,812
MASONRY	Notes	Quantity	Unit	Unit Price	
Masonry CMU		705	EA	\$7.75	\$5,463.75
Div. Subtotal:					\$5,464
ROUGH CARPENTRY	Notes	Quantity	Unit	Unit Price	
Dug-outs and ADA Covers		1700	SF	\$7.03	\$11,949.98
Div. Subtotal:					\$11,950
ROOFING	Notes	Quantity	Unit	Unit Price	
Dug-outs and ADA Covers		1700	SF	\$2.75	\$4,675.00
Div. Subtotal:					\$4,675
JOINT SEALANTS	Notes	Quantity	Unit	Unit Price	
Sidewalks Expansion Joints		490	LF	\$1.02	\$499.80
Div. Subtotal:					\$500
SIGNAGE	Notes	Quantity	Unit	Unit Price	
Signage		1	LS	\$1,250.00	\$1,250.00
Div. Subtotal:					\$1,250
ATHLETIC EQUIPMENT	Notes	Quantity	Unit	Unit Price	
Bat Racks		4	EA	\$86.00	\$344.00
Turf and Sock Frame		4	EA	\$1,422.00	\$5,688.00
Div. Subtotal:					\$6,032
ATHLETIC EQUIPMENT	Notes	Quantity	Unit	Unit Price	
Bleachers		4	EA	\$3,162.00	\$12,648.00
Bleacher Covers		2	EA	\$7,450.00	\$14,900.00
Dug-out Benches		4	EA	\$481.25	\$1,925.00
Div. Subtotal:					\$29,473
Total					\$449,940

GENERAL CONDITIONS	Notes	Quantity	Unit	Unit Price	Total
Supervision & Management		1	LS	\$49,751.00	\$49,751.00
Field Office and Supplies		1	LS	\$3,250.00	\$3,250.00
Site Maintenance and Clean-up		1	LS	\$1,850.00	\$1,850.00
Temporary Utilities and Facilities		1	LS	\$475.00	\$475.00
Quality Control and Testing		0	LS	\$3,000.00	\$0.00
Document Reproduction		1	LS	\$270.00	\$270.00
Layout & Engineering		1	LS	\$4,900.00	\$4,900.00
Small Tools		1	LS	\$750.00	\$750.00
Div. Subtotal:					\$61,246
SITE WORK	Notes	Quantity	Unit	Unit Price	
Mobilization		1	LS	\$5,000.00	\$5,000.00
Clear and Grub		3	ACRES	\$1,500.00	\$4,500.00
Erosion Control		1523	LF	\$3.25	\$4,949.75
Sewer and Water Utilities		0	LS	\$36,093.00	\$0.00
Infield Subgrade		10231	SF	\$0.85	\$8,696.35
Warning Track Subgrade		0	SF	\$0.85	\$0.00
Outfield Rough Grade		69449	SF	\$0.15	\$10,417.35
Concrete Flatwork Subgrade			SF	\$0.85	\$0.00
Rough and Finish Grade Outside of Playing Fields		37093	SF	\$0.50	\$18,546.50
Div. Subtotal:					\$52,110
FENCING	Notes	Quantity	Unit	Unit Price	
Fencing		1	LS	\$54,731.00	\$54,731.00
Div. Subtotal:					\$54,731
SITE FURNISHINGS	Notes	Quantity	Unit	Unit Price	
Site Benches			EA	\$968.00	\$0.00
Trash Receptacles			EA	\$546.60	\$0.00
Div. Subtotal:					\$0
PLAYING FIELD CONSTRUCTION & SODDING	Notes	Quantity	Unit	Unit Price	
Field Work - Laser Grading and Sodding		83360	SF	\$0.72	\$60,019.20
Skinned Areas			Tons	\$95.45	\$0.00
Warning Track			Tons	\$95.45	\$0.00
Sodding		37093	SF	\$0.32	\$11,869.76
Div. Subtotal:					\$71,889
CONCRETE	Notes	Quantity	Unit	Unit Price	
Sidewalks			SF	\$3.25	\$0.00
Dug-outs			SF	\$3.75	\$0.00
Bleacher Pads			SF	\$3.00	\$0.00
CIP Concrete Seat/ Cap			CY	\$425.00	\$0.00
Reinforcing Steel			LS	\$5,418.00	\$0.00
Div. Subtotal:					\$0
MASONRY	Notes	Quantity	Unit	Unit Price	
Masonry CMU			EA	\$7.75	\$0.00
Div. Subtotal:					\$0
ROUGH CARPENTRY	Notes	Quantity	Unit	Unit Price	
Dug-outs and ADA Covers			SF	\$7.03	\$0.00
Div. Subtotal:					\$0
ROOFING	Notes	Quantity	Unit	Unit Price	
Dug-outs and ADA Covers			SF	\$2.75	\$0.00
Div. Subtotal:					\$0
JOINT SEALANTS	Notes	Quantity	Unit	Unit Price	
Sidewalks Expansion Joints			LF	\$1.02	\$0.00
Div. Subtotal:					\$0
SIGNAGE	Notes	Quantity	Unit	Unit Price	
Signage		1	LS	\$1,250.00	\$1,250.00
Div. Subtotal:					\$1,250
ATHLETIC EQUIPMENT	Notes	Quantity	Unit	Unit Price	
Bat Racks			EA	\$86.00	\$0.00
Turf and Sock Frame			EA	\$1,422.00	\$0.00
Div. Subtotal:					\$0
ATHLETIC EQUIPMENT	Notes	Quantity	Unit	Unit Price	
Bleachers			EA	\$3,162.00	\$0.00
Bleacher Covers			EA	\$7,450.00	\$0.00
Dug-out Benches			EA	\$481.25	\$0.00
Div. Subtotal:					\$0
Total					\$241,226

## TAYLOR COUNTY BOARD OF COMMISSIONERS

### County Commission Agenda Item

**SUBJECT/TITLE:**

Board to discuss the Land and Water Conservation Fund ( LWCF) grant submitted to Florida Department of Environmental Protection (FDEP) in February 2011 requesting funding assistance for the development of Keaton Beach Coastal Park.

**MEETING DATE REQUESTED:**

August 5, 2013

**Statement of Issue:** Board to discuss grant application and the match required which was submitted in February 2011 to the LWCF requesting funding assistance for the development of Keaton Beach Coastal Park.

**Recommended Action:** Not applicable at this time.

**Fiscal Impact:** The grant application had a proposed project cost of \$50,000. The grant would provide \$25,000 and the County would be required to provide a match of \$25,000, a portion of which could be "in kind". Though the grant was submitted to FDEP, the grant funds are federal funds not state funds.

**Expense:** Y/N

**Submitted By:** Melody Cox

**Contact:** Melody Cox

### SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

**History, Facts & Issues:** The Land and Water Conservation Fund grant program is administered by the Florida Department of Environmental Protection and is federally funded. Prior to the 2011 grant application, the County had not submitted grant application to this program in the past. The grant application requested funding assistance for the development of Keaton Beach Coastal Park. The scope of work included construction of a picnic pavilion, unpaved nature trail, wildlife observation deck in the wetlands area, nature themed play area, nature trail signage and landscaping. If awarded a grant, the County would have two years to expend the funds. The County acquired Keaton Beach Coastal Park in December 2008 with funding assistance provided by Florida Communities Trust. The County was required to prepare an approved long range

management plan for the site and has made a commitment to develop the site into a park within a ten year period. The LWCF grant would assist a great deal in the County meeting the commitments required of Florida Communities Trust land acquisition grants. \$10,000 had been budgeted for FY 2012-2013 for development of the park site. Grants staff has submitted a request to the County Finance Director to "roll forward" those funds to FY 2013-2014. A budget request for \$10,000 has been submitted for FY 2013-2014 for the continued site development. With this, \$5,000 of the match is not yet budgeted by the Board. Grants staff has also prepared an application for Restore Act funds in the amount of \$15,000 which if selected, would provide for the match funds.

**Attachments: LWCF Grant materials submitted in February 2011 and additional project information**





## SYMBOLS LEGEND



A RESTROOMS/BOARDWALK FOUNTAIN



B PICNIC PAVILION



C KIOSK



D BAT HOUSE



E BUTTERFLY GARDEN/WETLAND



F PARK TRAIL



G CHILDREN'S PLAY STRUCTURE



H BIRDING OBSERVATION PLATFORM



I WILDLIFE OBSERVATION PLATFORM



J STAR GAZERS PLATFORM



K BOARDWALK

L BICYCLE RACK



N TETHER BALL



M MONOCYCLE PATH



**Taylor County Growth Management Division**

# Legend

 **State/ US Highway**

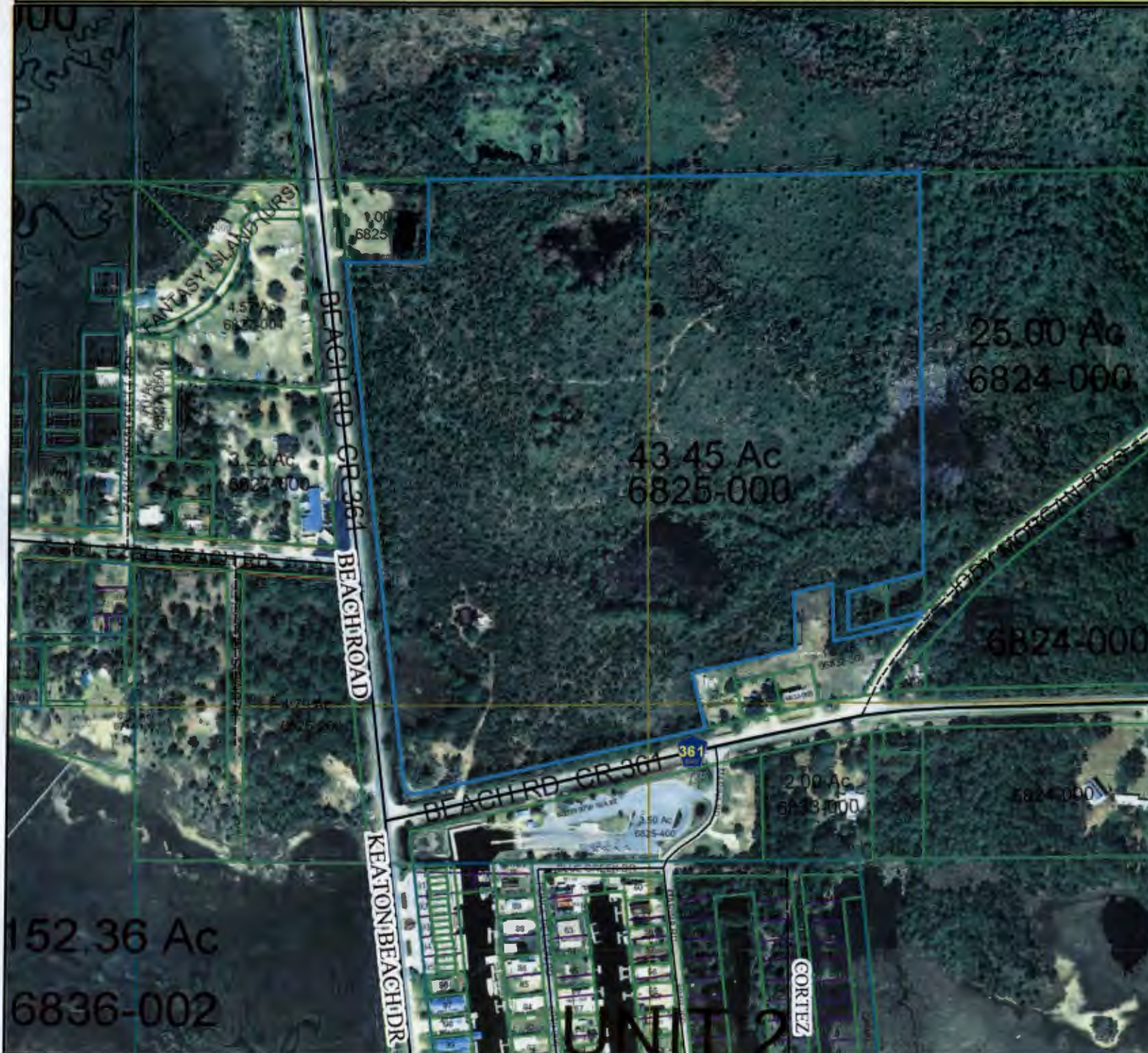
 **Major Road**

 **Minor Road**

 **Graded Road**



**1 inch = 350 feet**  
*Printed On: Jul 02, 2012*



MAP PREPARED BY THE TAYLOR COUNTY ENGINEERING DEPARTMENT  
This information was compiled from the best information available and the Taylor  
County Board of County Commissioners assume no responsibility for errors or omissions.



FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION  
LAND AND WATER CONSERVATION FUND  
GRANT APPLICATION PACKET  
2010-2011

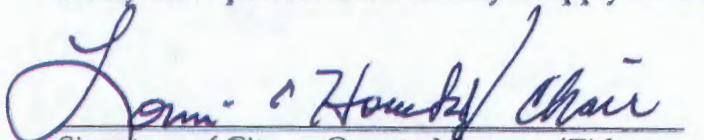
(DEP USE ONLY)  
RECEIVED: \_\_\_\_\_  
POSTMARKED: \_\_\_\_\_  
APPL. NO.: \_\_\_\_\_

PART I - GENERAL INFORMATION

A. APPLICANT INFORMATION

1. Name of Applicant: The Taylor County Board of Commissioners
2. Federal Employer Identification Number: 59-6000879  
*\*\*(This number must be registered at My Florida Market Place with the address the warrant will be forwarded)*
3. DUNS  
Number: 958215725  
*(Dunn and Bradstreet Data Universal Numbering System)*
4. Population: 23,164      5. Current Operating budget: \$20 million  
*(This is the operating budget for the city, county or other legally constituted governmental entity, not just the department budget.)*
6. Contact Person: Melody Cox Title: Grants Director  
*(The contact person should be someone who will be in direct contact with DEP and is responsible for administering the grant if awarded.)*  
  
Address: Street/PO Box: 201 East Green Street  
*(Needs to be address registered in My Florida Market Place where warrant will be sent. If contact is different please specify.)*  
  
City/State: Perry, Florida      Zip Code: 32347  
  
Telephone: ( 850 ) 838-3553 FAX: (850) 838-3501  
E-mail: grants.coordinator@taylorcountygov.com

I hereby certify that the information provided in this application is true and accurate. I further certify that I possess the authority to apply for this grant on behalf of the applicant.

  
Signature of City or County Manager/Title  
Jamie R. Brown  
County Administrator

2/7/11  
Date



**BUDGET INFORMATION - Construction Programs**

NOTE: Certain Federal assistance programs require additional computations to arrive at the Federal share of project costs eligible for participation. If such is the case, you will be notified.

COST CLASSIFICATION	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs (Columns a-b)
1. Administrative and legal expenses	\$ .00	\$ .00	\$ 0 .00
2. Land, structures, rights-of-way, appraisals, etc.	\$ .00	\$ .00	\$ 0 .00
3. Relocation expenses and payment	\$ .00	\$ .00	\$ 0 .00
4. Architectural and engineering fees	\$ .00	\$ .00	\$ 0 .00
5. Other architectural and engineering fees	\$ .00	\$ .00	\$ 0 .00
6. Project inspection fees	\$ .00	\$ .00	\$ 0 .00
7. Site work	\$ .00	\$ .00	\$ 0 .00
8. Demolition and removal	\$ .00	\$ .00	\$ 0 .00
9. Construction	\$ 29,100.00	\$ .00	\$ 29,100.00
10. Equipment	\$ .00	\$ .00	\$ 0 .00
11. Miscellaneous (Playground, Signage and Fencing)	\$ 20,900.00	\$ .00	\$ 20,900.00
12. SUBTOTAL (sum of lines 1-11)	\$ 0.00	\$ 0.00	\$ .00
13. Contingencies	\$ .00	\$ .00	\$ 0 .00
14. SUBTOTAL	\$ .00	\$ 0.00	\$ 0 .00
15. Project (program) income	\$ .00	\$ .00	\$ 0 .00
16. TOTAL PROJECT COSTS (subtract #15 from #14)	\$ 50,000.00	\$ 0.00	\$ 50,000.00
<b>FEDERAL FUNDING</b>			
17. Federal assistance requested, calculate as follows: (Consult Federal agency for Federal percentage share.) Enter eligible costs from line 16c Multiply X 50 % Enter the resulting Federal share.			\$ 25,000.00

ATTACHMENT A to Project Agreement

PROJECT WORK PLAN

Project Name Keaton Beach Coastal Park

Grantee Name Taylor County Board of Commissioners

Please list the each project element along with its objective and estimated amount:

Primary Elements:

Project Element 1 (description and amount): *Play Ground / Play Area \$20,000*

*Nature Theme play ground equipment and play area. The park site including the play area is being developed to be a part of the natural habitat.*

Project Element 2 (description and amount): *Nature Trail \$9,000*

*Mulched trail 1/3 mile 6' wide from picnic and parking area to wetland on west side of project site.*

Project Element 3 (description and amount): *Picnic Pavilion 12'X34' \$9,100.00*

*(2 picnic tables included)*

Project Element 4 (description and amount): *Boardwalk / Observation Deck \$10,000*

*8'X20' with 5' rise - Handicap accessible 65' walkway to observe wetland habitat and numerous bird species on site.*

Project Element 5 (description and amount):

Project Element 6 (description and amount):

Support Elements:

Project Element 1 (description and amount): *Parking Facility \$1, 650 To be unpaved with the exception of one paved handicap accessible space. Wheel stops will delineate unpaved spaces. Fencing will be installed to prevent parking outside the designated parking area.*

Project Element 2 (description and amount): *Nature Trail Interpretive Signage \$250*

*Habitat and coastal eco-system signage 2 signs @ \$125.00 each*

Project Element 3 (description and amount):

Project Element 4 (description and amount):

Project Element 5 (description and amount):

Project Element 6 (description and amount):





## TAYLOR COUNTY BOARD OF COUNTY COMMISSIONERS

ANNIE MAE MURPHY, Clerk  
Post Office Box 620  
Perry, Florida 32348  
(850) 838-3506 Phone  
(850) 838-3549 Fax

JACK R. BROWN, County Administrator  
201 East Green Street  
Perry, Florida 32347  
(850) 838-3500, extension 7 Phone  
(850) 838-3501 Fax

CONRAD C. BISHOP, JR., County Attorney  
Post Office Box 167  
Perry, Florida 32348  
(850) 584-6113 Phone  
(850) 584-2433 Fax

Upon motion of Commissioner Page with second by Commissioner Wiggins and a vote of 5-0 the Board of Taylor County Board of County Commissioners, adopt the following resolution:

### RESOLUTION

**WHEREAS**, THE STATE OF FLORIDA, DEPARTMENT OF ENVIRONMENTAL PROTECTION, DIVISION OF RECREATION AND PARK, ADMINISTERS THE LAND AND WATER CONSERVATION FUND ON BEHALF OF THE U.S. DEPARTMENT OF INTERIOR, NATIONAL PARK SERVICES, AND

**WHEREAS**, THE BOARD OF COUNTY COMMISSIONERS, OF TAYLOR COUNTY IS ELIGIBLE TO RECEIVE AN AWARD UNDER THIS PROGRAM FOR DEVELOPMENT OF KEATON BEACH COASTAL PARK FOR RECREATIONAL USE AND PRESERVATION OF THE COASTAL HABITAT FOR THE CITIZENS AND VISITORS OF TAYLOR COUNTY.

**THEREFORE BE IT RESOLVED**, THAT THE BOARD OF COUNTY COMMISSIONERS, OF TAYLOR COUNTY CERTIFIES THAT, THE FIVE YEAR CAPITAL IMPROVEMENT PLAN OF THE TAYLOR COUNTY COMPREHENSIVE PLAN INCLUDES THE KEATON BEACH COASTAL PARK PROJECT. IF FUNDED BY THE LAND AND WATER CONSERVATION FUND, THIS PHASE OF THE KEATON BEACH COASTAL PARK PROJECT IN THE AMOUNT OF \$55,000 WILL BE COMPLETED NO LATER THEN FISCAL YEAR 2013.

**DONE AND ORDERED** IN REGULAR SESSION AT PERRY, FLORIDA THIS 7<sup>TH</sup> DAY OF FEBRUARY 2011, A.D.

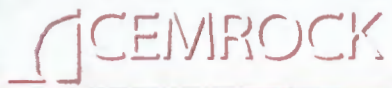
Board of County Commissioners  
Taylor County, Florida

By:

Lonnie Houck  
Lonnie Houck, Chairman

Attest:

Annie Mae Murphy  
Annie Mae Murphy, Clerk


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### Parks/Playgrounds & Rock Climbers

Cemrock's ability to create custom one-of-a-kind play sculptures and environments allows us to fill a niche in the park, recreation and themed market. Our talented artists who achieve a level of detail unmatched by our competitors create our custom play features. Materials we use include steel, structural foam, GFRC, fiberglass, shotcrete and sculpting epoxy. These give incredible durability and realism to our products. Let your imagination begin with us and your park, recreation or themed requests will be fulfilled.

Please click on the [photo gallery below](#) to view samples of our parks, playgrounds and sculptures.

- [Parks/Playgrounds](#)
- [Rock Climbers](#)



Certified  
Playground  
Safety Inspector



#### Contact Information

520.571.1999 - [info@cemrock.com](mailto:info@cemrock.com)



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[Legend](#)  
[nextprevious](#)





PLAYWORLDTAGS.COM/1208

PlayworldSystems.com/Nature

All play equipment must be installed over an impact-absorbing surface.



# ORIGINS™ Boulders

Children who play regularly in natural environments show more advanced coordination, balance, and agility. We created Origins Boulders to help kids build these essential skills. Patented PolyFiberCrete® creates a durable, non-slip surface that looks and feels just like real rock.

(White, Randy. "Benefits for Children of Play in Nature." Feasibility, Design and Consulting Services for Leisure, Entertainment, Play, Learning and Mix-use Projects. Web. 20 July 2010. <<http://www.whitehutchinson.com/children/articles/benefits.shtml>>.)



## Rocky Grove Outdoor Classroom CB-1100

Create an engaging natural setting for learning.

- Natural outdoor classroom, featuring Rock Logs and Boulders
- Contact your authorized Playworld Systems representative to create your own custom outdoor classroom



2-12



37' 1" x 31'  
(11,3m x 9,45m)



\$37,574

## Rock Log ZZBD0027

The flex-design lets you turn it into a balance beam, a bridge, or a bench

- Promotes fitness and social play: kids can sit, walk, climb and jump into a new adventure
- Looks like a real wood log, but without the maintenance worries of one



2-12



21' 6" x 15' 11"  
(6,55m x 4,85m)



\$6,719



## Hill Slide

Build a slide into your site's landscape for the ultimate wow factor.

- Bring the fun of sliding into the natural setting, featuring a Boulder entrance
- Slide is segmented for design flexibility; choose from hundreds of configurations



2-12

Bri

Two  
■ Large  
■ Uniq





# { ORIGINS™ T-Rex & Diggables }

In studies, the less time five-year-olds spent outdoors, the poorer social behavior and motor skills they exhibited. But just one look at T-Rex Diggables, and little ones will be begging to play outside more. Made with patented PolyFiberCrete®, they look just like real fossils, setting kids' imaginations off on epic pre-historic adventures.

(Zaradic, Patricia A., and Oliver R. Pergams. "Videophilia: Implications for Childhood." *The Journal of Developmental Processes* 2.1 (2007): 130-47. Web. 21 July 2010. <<http://videophilia.org/uploads/videophilia2.pdf>>.)



## 1 Head ZZXX0135



2-12



17' 3" x 14' 10"  
(5,26m x 4,52m)



\$5,797

## 4 Hatching Egg ZZXX0139



2-12



15' 10" x 15' 9"  
(4,82m x 4,8m)



\$3

## 2 Ribs ZZXX0136



2-12



19' 8" x 16' 11"  
(6m x 5,16m)



\$10,599

## 5 Hatched Egg ZZXX0138



2-12



16' 7" x 15' 4"  
(5,05m x 4,67m)



\$3

## 3 Tail ZZXX0137



2-12



18' 5" x 16' 3"  
(5,61m x 4,95m)



\$4,140







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## Top Down Construction Process for Wood and Timber Bridges

*When planning your next project, plan on Nature Bridges.*

**850 385-3234**

Nature Bridges is an award winning design and construction bridge builder, specializing in top down construction. In order to preserve ecologically sensitive areas, Nature Bridges uses their top down construction method when building timber vehicular bridges, timber pedestrian bridges, timber boardwalks, timber bridges, decks and fishing piers. The top down construction method is an environmentally friendly way of building wood bridges and timber bridges in ecologically sensitive areas, including wetlands and beaches.



Using Nature Bridges' top down construction method ensures that no heavy equipment comes in contact with the ground during construction. Instead, top down construction uses lightweight hydraulic impact and material handling equipment that stays on top of the structure during construction, eliminating damage to vegetation and wildlife habitats. Along with preserving the environment, our top down construction method provides lower permitting and construction costs than that of conventional construction.





Specializing in top-down bridge construction through environmentally sensitive areas

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## Categories

**Golf Cart Bridges**

**Boardwalks &  
Pedestrian Bridges**

**Vehicular Timber  
Bridges**

**Dune Crossovers**

**Scenic Overlooks**

**Decks & Docks**

**Free-Span Bridges**

**Hand Rails & Guard  
Rails**

**Trellises**

**Waterside Pavilions &  
Gazebos**

**Timber Retaining Walls  
& Fences**

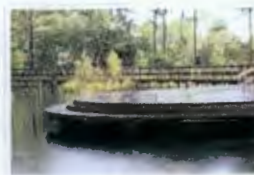
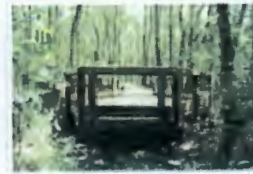
**Roadway Walks &  
Curbing**

**Specialty**

## Gallery: Scenic Overlook Construction

Nature Bridges uses environmentally friendly methods to complete scenic overlook construction for any type of landscape without damaging nature's delicate balance.

Click any of the links to the left or the photos below for detailed views of our custom scenic overlooks.



"I visited the construction site many times during the construction phase and I was duly impressed by their professionalism; they certainly are a credit to Nature Bridges."

**T.M. (Mike) Hardig,**  
*Ph.D., Associate*





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Curbing

Specialty

## Gallery: Boardwalk Construction and Pedestrian Bridges

Specializing in the environmentally-friendly top-down construction method, Nature Bridges specializes in a wide variety of boardwalk construction projects including wooden bridges and pedestrian bridges.

Click any of the links to the left or the photos below for detailed views of our custom wooden bridges.



"I visited the construction site many times during the construction phase and I was duly impressed by their professionalism; they certainly are a credit to Nature Bridges."

**T.M. (Mike) Hardig,**  
Ph.D., Associate

## TAYLOR COUNTY BOARD OF COMMISSIONERS

### County Commission Agenda Item

**SUBJECT/TITLE:**



THE BOARD TO CONSIDER APPROVAL OF AMENDING THE COUNTY ROAD MAINTENANCE LIST TO INCLUDE IBIS ROAD WHICH WAS ADOPTED BY THE BOARD ON APRIL 4, 1960, AS AGENDAED BY JACK BROWN, COUNTY ADMINISTRATOR

**MEETING DATE REQUESTED:** AUGUST 5, 2013

**Statement of Issue:** THE BOARD TO AMEND ITS ROAD LIST TO INCLUDE IBIS ROAD WHICH WAS ADOPTED BY THE BOARD IN 1960 BUT LEFT OFF THE COUNTY'S ROAD MAINTENANCE LIST.

**Recommended Action:** AMEND

**Fiscal Impact:** ROAD WOULD BE ADDED TO COUNTY'S MAINTENANCE SCHEDULE

**Budgeted Expense:** YES

**Submitted By:** JACK BROWN, COUNTY ADMINISTRATOR

**Contact:** 838-3500x7

### SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

**History, Facts & Issues:** THE BOARD ACCEPTED AND ADOPTED THE CEDAR ISLAND BAHIA UNIT PLAT ON APRIL 4, 1960. MANY OF THE ROADS WERE ADDED TO THE COUNTY'S ROAD MAINTENANCE LIST, BUT IBIS ROAD WAS INADVERTENTLY LEFT OFF THE LIST. STAFF PROPOSES TO ADD THE ROAD TO THE LIST TO CLARIFY ANY FURTHER MISUNDERSTANDINGS.

**Options:** ADD TO ROAD MAINTENANCE LIST/DO NOT ADD

**Attachments:** JACK BROWN EMAIL  
CEDAR ISLAND BAHIA UNIT PLAT ACCEPTANCE AND ADOPTION



## Dustin Hinkel

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**From:** Jack Brown  
**Sent:** Monday, July 22, 2013 3:07 PM  
**To:** Andy McLeod  
**Cc:** Jody Devane; Dustin Hinkel  
**Subject:** Ibis Road at Cedar Island  
**Attachments:** Cedar Island Bahia Unit Plat - April 4, 1960.pdf

Andy,

Attached is the Cedar Island Bahia Unit Plat accepted and adopted by the Taylor County Board of County Commissioners on April 4, 1960. As you can see all the other accepted roads are on the adopted county road list. Ibis Road was left off probably because there has been so little traffic on it over the years and the grass has held up well up now.

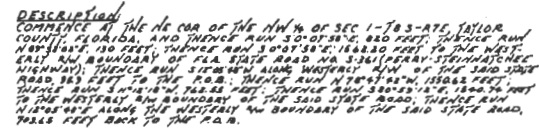
We are placing this on the agenda for the August 5, 2013 Board Meet for the Board to consider amending the road list to include Ibis Road which has been inadvertently left off.

Seeing that there is NO debate that the county owns the property I am authorizing you to put the lime rock down that is needed. Regards, Jack

Jack R. Brown  
County Administrator  
Taylor County  
Email: [Jack.Brown@taylorcountygov.com](mailto:Jack.Brown@taylorcountygov.com)  
Phone: (850) 838-3500, Ext. 7  
Fax: (850) 838-3501  
website: <http://www.taylorcountygov.com>

Please note: Florida has a very broad public records law. Most written communications to or from public officials regarding public business are available to the media and public upon request. Your e-mail communications may be subject to public disclosure.

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DEEDS

WE, THE UNDERSIGNED, OWNERS OF THE REAL ESTATE SITUATED AND INCLOSED IN THIS PLAT, DO HEREBY AUTHORIZE THIS DEED TO BE RETURNED IN THE PUBLIC RECORDS OF THIS COUNTY CLERK, AND DO HEREBY DEDICATE TO THE PUBLIC AND TO THE PURCHASERS OF PROPERTY THEREIN, ALL ROADS AND CANALS SHOWN ON SAID PLAT EXCEPTING ONLY THE PART OF SAID PLAT AND SAID DEED HEREIN INCLOSED AND RESERVED TO THE OWNERS OF CEDAR ISLAND AND THEIR SUCCESSORS, AND ANY OTHER PERSONS OR PARTIES WHO MAY BE PURCHASERS OF SAID LANDS AND IN ANY TIME OF CONVEYANCE; AND DO HEREBY WARRANT THAT WE ARE THE OWNERS OF SAID PROPERTY SITUATED AND INCLOSED ON SAID PLAT.

John D. Higgins witness John D. Higgins SEAL

John D. Higgins witness Abbie O. Lindsey SEAL

STATE OF FLORIDA  
COUNTY OF TAYLOR

I HEREBY CERTIFY THAT ON THE DAY BEFORE ME AN OFFICER DUNS QUALIFIED TO TAKE ACKNOWLEDGMENTS, PERSONALLY APPEARED BEN LINDSEY AND BRUCE A. JENNINGS, HIS HUSBAND, BOTH OF WHOM ARE THE OFFICIALS AND WHO SUBSCRIBED FOR SAID ACKNOWLEDGMENT AND THEY ACKNOWLEDGED BEFORE ME THAT THEY EXECUTED THE SAME.

WITNESS MY HAND AND OFFICIAL SEAL THIS 24 DAY APRIL A.D. 1962.

Nancy Mae Jennings NOTARY PUBLIC, MY COMMISSION EXPIRES THE 24th DAY OF MARCH, A.D. 1962.

I DO HEREBY CERTIFY THAT THIS PLAN IS A TRUE AND CORRECT REPRESENTATION OF THE ABOVE DESCRIBED LANDS AND SUBDIVISION THEREOF, AND THAT A. M. HARRIS, HEREIN SET FORTH, IS AN OFFICER OF THE PROBATE JUDGES OF THE STATE OF ALABAMA.

*James M. Phillips*  
 PROBATE JUDGE, 1ST JUDICIAL CIRCUIT

RECORDED IN THE OFFICE OF THE PROBATE JUDGE OF THE 1ST JUDICIAL CIRCUIT, ALABAMA, THIS 10TH DAY OF MAY, 1906.

100

I do hereby certify that this plat has been examined and approved  
of the Board of County Commissioners of Taylor County, Florida  
this 24 day of April A.D. 1928.

Chairman attest W. H. King  
County Clerk Chairman

I DO HEREBY CERTIFY THAT THIS MATTER HAS BEEN EXAMINED BY ME AND COMPILED WITH CHAPTER 177.01 OF THE FLORIDA STATUTES OF 1957 AND WAS SENT REFERRED TO AND RULED IN PLAT BOOK NO. 10, PAGE 10 OF THE PUBLIC RECORDS OF TAYLOR COUNTY, FLORIDA, THIS 18th DAY OF APRIL, A.D. 1968.

Charles Carlton Seal  
COUNTY CLERK

RESTRICTIONS ENCUMBERING THIS MAP AND SUBMISSION ARE RECORDED IN OFFICIAL RECORD BOOK NO. 17 ON PAGE NO. 131 OF THE PUBLIC RECORDS OF TAYLOR COUNTY, FLORIDA, AND ARE INTEGRAL TO THIS MAP.

PREPARED BY:  
PHILLIPS & ASSOCIATES  
SURVEYORS  
111 WILBUR STREET  
LINDSEY BUILDING  
LIVE OAK  
PERRY