

SUGGESTED AGENDA

TAYLOR COUNTY BOARD OF COUNTY COMMISSIONERS
PERRY, FLORIDA

MONDAY, MARCH 3, 2014
6:00 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.

1. Prayer
2. Pledge of Allegiance
3. Approval of Agenda

BIDS/PUBLIC HEARINGS:

4. THE BOARD TO HOLD THE SECOND AND FINAL PUBLIC HEARING, SET FOR THIS DATE AT 6:00 P.M., OR AS SOON THEREAFTER AS POSSIBLE, TO RECEIVE INPUT AND NOTIFY THE PUBLIC OF THE POSSIBLE GRANT APPLICATION TO THE FLORIDA FISH & WILDLIFE CONSERVATION COMMISSION 2014 FUNDING CYCLE, FOR ARTIFICIAL REEF CONSTRUCTION AT THE PERMITTED BUCKEYE REEF SITE.
5. THE BOARD TO RECEIVE BIDS FOR THE LEASING OF EIGHTY (80) ± ACRES, TO BE HARVESTED AS HAY AT PERRY-FOLEY AIRPORT, PERRY, FLORIDA, SET FOR THIS DATE AT 6:05, OR AS SOON THEREAFTER AS POSSIBLE.

COMMENTS AND CONCERNS FROM THE PUBLIC FOR NON-AGENDAED

ITEMS:

CONSENT ITEMS:

6. APPROVAL OF MINUTES OF FEBRUARY 18, 2014.
(COPIES PROVIDED BY E-MAIL)
7. EXAMINATION AND APPROVAL OF INVOICES.
8. THE BOARD TO CONSIDER ADOPTION OF RESOLUTIONS TO REFLECT UNANTICIPATED MONIES IN THE GENERAL FUND (2) AND THE SCOP ROAD PAVING PROJECT (EAST ELLISON ROAD) FUND, AS SUBMITTED BY COUNTY FINANCE.
9. THE BOARD TO REVIEW AND CONSIDER APPROVAL OF REVISIONS MADE TO ITS' TRAVEL POLICY, AS AGENDAED BY DUSTIN HINKEL, ASSISTANT COUNTY ADMINISTRATOR.
10. THE BOARD TO CONSIDER APPROVAL TO ADVERTISE FOR PUBLIC HEARINGS TO BE HELD ON APRIL 7 AND 22, 2014, TO DISCUSS AND RECEIVE PUBLIC INPUT REGARDING THE UPCOMING FUNDING CYCLE AND POSSIBLE FUNDING REQUEST SUBMISSION FOR THE 2015-2016 FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES, AGRICULTURE EDUCATION AND PROMOTION FACILITY FUNDING PROGRAM, AS AGENDAED BY MELODY COX, GRANTS COORDINATOR.
11. THE BOARD TO REVIEW AND CONSIDER APPROVAL OF A GRANT APPLICATION TO BE SUBMITTED TO THE FLORIDA DEPARTMENT OF ECONOMIC DEVELOPMENT SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG), REQUESTING FUNDING TO BE USED TO REHABILITATE VERY LOW, LOW, AND MODERATE INCOME HOMES OF QUALIFIED APPLICANTS, AS AGENDAED BY THE GRANTS COORDINATOR.

ADVISORY COMMITTEE REPORTS:

12. THE BOARD TO CONSIDER RE-APPOINTING KEN ARNOLD TO THE AIRPORT ADVISORY COMMITTEE, AND TASK STAFF TO RE-ADVERTISE FOR TWO (2) VACANT POSITIONS, AS AGENDAED BY THE GRANTS COORDINATOR.

CONSTITUTIONAL OFFICERS/OTHER GOVERNMENTAL UNITS:

13. SCOTT FREDERICK, EXECUTIVE DIRECTOR, TAYLOR COUNTY DEVELOPMENT AUTHORITY (TCDA), TO APPEAR TO PRESENT QUARTERLY UPDATE.

COUNTY STAFF ITEMS:

14. THE BOARD TO CONSIDER APPROVAL OF FDOT SMALL COUNTY OUTREACH PROGRAM (SCOP) REIMBURSEMENT AGREEMENT FOR THE WIDENING OF EAST ELLISON ROAD (CR 255A), AND ADOPTION OF AUTHORIZING RESOLUTION, AS AGENDAED BY KENNETH DUDLEY, COUNTY ENGINEER.

COUNTY ADMINISTRATOR ITEMS:

15. THE COUNTY ADMINISTRATOR TO PROVIDE AN UPDATE ON PROJECTS ON THE 2014 CAPITAL IMPROVEMENTS PLAN PROGRAM.
16. THE COUNTY ADMINISTRATOR TO DISCUSS INFORMATIONAL ITEMS.

ADDITIONAL COMMENTS AND CONCERNS FROM THE PUBLIC FOR NON-AGENDAED ITEMS:

BOARD INFORMATIONAL ITEMS:

Motion to Adjourn

FOR YOUR INFORMATION:

- THE AGENDA AND ASSOCIATED DOCUMENTATION, IF APPLICABLE, IS AVAILABLE TO THE PUBLIC ON THE FOLLOWING WEBSITE:

www.taylorcountygov.com

- IF YOU ARE A PERSON WITH A DISABILITY WHO NEEDS ANY ACCOMODATION IN ORDER TO PARTICIPATE IN THIS PROCEEDING, YOU ARE ENTITLED, AT NO COST TO YOU, TO THE PROVISION OF CERTAIN ASSISTANCE. PLEASE CONTACT DUSTIN HINKEL, ASSISTANT COUNTY ADMINISTRATOR, 201 E. GREEN STREET, PERRY, FLORIDA, 850-838-3500, EXT. 7, WITHIN TWO (2) WORKING DAYS OF THIS PROCEEDING.
- ANY PERSON WISHING TO ADDRESS THE BOARD REGARDING AN AGENDAED OR NON-AGENDAED ITEM WILL BE GIVEN THREE (3) MINUTES FOR COMMENT.
- BALLOTS USED TO APPOINT CITIZENS TO ADVISORY COMMITTEES AND ADVISORY BOARDS ARE AVAILABLE FOR PUBLIC INSPECTION AFTER THE MEETING AND ARE RETAINED AS PART OF THE PUBLIC RECORD.

TAYLOR COUNTY BOARD OF COMMISSIONERS

County Commission Agenda Item

SUBJECT/TITLE:

Board to receive bids for the Perry Foley Airport Hay Harvesting Project at 6:05 pm.



MEETING DATE REQUESTED:

March 3, 2014

Statement of Issue: Board to receive bids for the harvesting of hay on 80 acres at Perry Foley Airport at 6:05 pm.

Recommended Action: Board to receive bids for the harvesting of hay at Perry Foley Airport. Staff requests for the bid award recommendation to be made to the Board at the March 18, 2014 meeting. The bid review committee will be Clay Olsen, Bill Roberts and Melody Cox.

Budgeted Expense: Not Applicable.

Submitted By: Melody Cox

Contact: Melody Cox

SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

History, Facts & Issues: The current contract for the harvesting of hay expired January 31, 2014 at Perry Foley Airport. 80+ acres have been harvested since 2001 for additional income for the Airport/County. The Notice Of Request For Bids was advertised in the local paper three times.

Attachments: Not applicable at this time.

RESOLUTION

IN COMPLIANCE to the laws of the State of Florida, as per Florida Statute 129.06(b), the undersigned Clerk and Auditor for the Board of County Commissioners of Taylor County, Florida, made and prepared the following budget changes to reflect unanticipated monies for a particular purpose which caused the **GENERAL FUND** for the fiscal period ending September 30, 2014, to be in excess of the advertised budget.

BE IT RESOLVED that the listed receipts and appropriations be added to, included in and transferred to the **GENERAL FUND** budget for the fiscal year ending September 30, 2014.

<u>Amount</u>	<u>Account</u>	<u>Account Name</u>
Revenue:		
\$13,581	001-3313901	Keaton Beach Coastal Park-Cooperative Grant/Agreement
Expenditures:		
\$13,581	0438-56100	Keaton Beach Coastal Park-Capital/Infrastructure

NOW THEREFORE BE IT RESOLVED by the Board of County Commissioners of Taylor County, Florida, that they do approve as provided by law this resolution this 3rd day of March, 2014 at Perry, Taylor County, Florida, to amend the budget for the fiscal period ending September 30, 2014 with a motion by Commissioner_____, seconded by Commissioner _____, and carried unanimously.

Annie Mae Murphy, Clerk-Auditor

Chairman



**SIGN
& DATE**

(Fish & Wildlife Cooperative Agreement)

SOUTHEAST WATERSHED FORUM, INC.

05-01

4491

FEIN: 52-2284034

538 POWELL DR.

ANNAPOLIS, MD 21401-8555

7-163/520 MD
5426DATE October 30, 2013PAY
TO THE
ORDER OFTaylor County Board of Commissioners \$ 13,581.01
Thirteen thousand five hundred eighty-one and 01/100 DOLLARS

Bank of America

ACH R/T 052001633

FOR

Corp Agreement #4018/ATJ218Christine Olsenius

⑈004491⑈ ⑈052001633⑈ 003927923791⑈

DATE: December 16, 2013

TO: Tammy

FROM: Melody

RE: Keaton Beach Coastal Park Acct. #0438

Tammy,

Attached please find a check in the amount of \$13,581.01 which should be credited to Acct. 0438. I have provided documentation of associated expenditures on this account. I had expended some of the match we have set aside in this account for the upcoming Land and Water Conservation fund Grant but I knew I would be replacing it with this reimbursement check from Southeast Watershed Forum. Once the above reimbursement is credited to account 0438 we will be purchasing additional fencing for the park site.

Thanks.

Melody

→ Funding/Reimbursement
not Budgeted -
This will require an
overall Budget Amendment
(Resolution approved by BCC)

Approved
12/17/13
JH

Invoices Submitted

Company	Check #	Date	Amount
The Forestry Company Controlled burn & site work	44323	4/2/2012 ^{2011/2012 FY}	\$2,500.00 ^{BCC paid}
Frank Biben Triple chamber bat houses	47650	10/7/2013 ^{2012/2013 FY}	\$3,780.00 ^{BCC paid}
Pride Enterprises, Inc Fencing on northeast side of wetlands		11/4/2013	\$644.62 ^{POT 2012/2013}
Hicks Feed and Garden Gate for northeast side of wetlands	47994	11/4/2013 ^{2013/14 FY}	\$142.95 ^{BCC paid}
Monitoring of Site, Vegetation Restoration and Project Management			\$2,837.64 ^{BCC - In-kind Services Provided}
Wetland Restoration Expenditure Equipment and labor			\$3,675.80 ^{BCC - In-kind Services Provided *need to purchase KTE trail}
Total:			\$13,581.01

Total Expenditures
Reported Billed By BCC
(Charges to dept #0438 - K. Beach Coastal Park)

↓
Southwest Watershed Forum (recipient
of the grant funding - from Fish & Wildlife)
is reimbursing the
BCC for the Expenditures
Incurred / Reported By the
BCC

2014
2-12-14

Keaton Beach Coastal Park Progress Report

Background Information

Partner:	Agreement #:	Project Location:
Southeast Watershed Forum, Inc.	40181AJ218	Keaton Beach Coastal Park, Taylor County, Florida
Point of Contact:	Project Title:	
Christine Olsenius - Southeast Watershed Forum at (410)849 - 2975 OR Melody Cox - Taylor County Board of Commissioners at (850)838 - 3553	Keaton Beach Coastal Park Habitat Restoration and Improvement Project	

Project Information

Activities Conducted:	Number of Acres Completed:	Reporting Date Range:
See Attachment	23 Acres	11/01/2010 to 10/31/2013

Financial Information

Invoices Submitted:	In-kind Contributions:	Other Financial Contributions:
\$13,581.01 See Attachment	\$5,000.00 - Taylor County Board of Commissioners \$20,000.00 - Southeast Watershed Forum, Inc (technical and training support) \$4,000.00 - Apalachicola National Estuarine Research Reserve (technical support)	See Attachment
Volunteer Labor:		

RESOLUTION

IN COMPLIANCE to the laws of the State of Florida, as per Florida Statute 129.06(b), the undersigned Clerk and Auditor for the Board of County Commissioners of Taylor County, Florida, made and prepared the following budget changes to reflect unanticipated monies for a particular purpose which caused the **GENERAL FUND** for the fiscal period ending September 30, 2014, to be in excess of the advertised budget.

BE IT RESOLVED that the listed receipts and appropriations be added to, included in and transferred to the **GENERAL FUND** budget for the fiscal year ending September 30, 2014.

<u>Amount</u>	<u>Account</u>	<u>Account Name</u>
\$87,338	001-3899010	General Fund- Cash Brought Forward(*)
\$ 18,480	(attachment)	BCC Departments (GF)
\$ 50,483	0901-59105	Transfer to Sheriff
\$ 2,228	0902-59105	Transfer to Supervisor
\$ 16,147	0905-59105	Transfer to Clerk
\$ 87,338	Total Expenditures	

NOW THEREFORE BE IT RESOLVED by the Board of County Commissioners of Taylor County, Florida, that they do approve as provided by law this resolution this 3rd day of March, 2014 at Perry, Taylor County, Florida, to amend the budget for the fiscal period ending September 30, 2014 with a motion by Commissioner _____, seconded by Commissioner _____, and carried unanimously.

Annie Mae Murphy, Clerk-Auditor

Chairman

Overall Amendment of the budget to cover the cost of the "Year-End Benefit" Payments - General Fund (only)

(*) Fund Source: 2013 FYE Returns from Constitutional Officers



**SIGN
& DATE**

SUNGARD PENTAMATION, INC.
DATE: 02/25/2014
TIME: 14:29:06

TAYLOR COUNTY BOARD OF COMMISSIONERS
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 35
AUDIT11

SELECTION CRITERIA: transact.yr='14' and transact.period='3' and transact.t c='22' and transact.trans_date='20131217 00:00:00. 0'
ACCOUNTING PERIOD: 5/14

FUND - 401 - AIRPORT ENTERPRISE FUND
FD/DEPT - 4010 - AIRPORT FUEL OPERATIONS

ACCOUNT DATE	T/C	ENCUMBR	REFERENCE VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
51200			REGULAR SALARIES & WAGES				
3 /14 12/17/13 22					148.48		PAYROLL CHARGES
TOTAL			REGULAR SALARIES & WAGES	.00	148.48	.00	
52110			FICA/MEDICARE TAXES				
3 /14 12/17/13 22					9.20		PAYROLL CHARGES-FRINGE
3 /14 12/17/13 22					2.15		PAYROLL CHARGES-FRINGE
TOTAL			FICA/MEDICARE TAXES	.00	11.35	.00	
TOTAL			AIRPORT FUEL OPERATIONS	.00	159.83	.00	
TOTAL			AIRPORT ENTERPRISE FUND	.00	159.83	.00	
TOTAL REPORT			<u>Total Cost - BCC Employees (all Funds)</u>		65,133.00		(does not include zero) can't off you

Grant funded - 9F

Dept #224 EMPG Grant (pg 9)	(799.18)	9F 1525.39, 11, 11, 11
Dept #226 EMPA/Base Grant (pg 10)	(263.73)	
Dept #281 Hcsq. (H - State) (pg 13)	(479.51)	
Dept #2401 State Bonds (pg 16)	(183.81)	
Dept #0431 State Aid Highway (pg 19)	(799.16)	

\$ 62,607.61

18,430
BCC 9F

Amend 9F -
General (By
Resolution)

To Amend
BCC 9F
pg 15

RUN DATE: 02/25/2014 TIME 14:29:07

2-25-14

all other funds -
Transfer from Reserves
with each fund

9F (pg 22)	18,477.02
Ampt (pg 23)	239.75
RB (pg 26)	22,073.36
MSTU (pg 31)	11,388.30
Solid State (pg 32)	9,590.06
Handfill (pg 33)	279.71
Slip (pg 34)	399.58
Report EMP (pg 35)	159.83

\$ 62,607.61

TAYLOR COUNTY
BOARD OF COMMISSIONERS
REQUEST FOR VENDOR PAYMENT

DATE:

1-21-14 JH

VENDOR NAME:

J.E. Bunnery Williams, Sheriff

To Amend
\$50,483
JH

MAILING ADDRESS:

FOR:

Work Reskilling Incentive
Payment (Dec 2013)

TOTAL:

\$50,482.52
(TOTAL) ✓

DEPARTMENT NAME:

Transfer to Sheriff

CHARGE ACCOUNT CODE:

0901 - 59105

(Budget Transfer Pending)



SIGN
& DATE

OK to pay
[Signature]

AUTHORIZED SIGNATURE

1/14/14

COFY

TAYLOR COUNTY
BOARD OF COMMISSIONERS
REQUEST FOR VENDOR PAYMENT

DATE:

2/3/14

VENDOR NAME:

MAILING ADDRESS:

Dana Sutherland
Superior Electric

To Amend
\$ 2,228
JB

FOR:

Reimb. for Work Performance
Incentive Payments (Dec 2013)

TOTAL:

\$ 2227.17
(TOTAL)

DEPARTMENT NAME:

CHARGE ACCOUNT CODE:

Transfer to Supervisor

0902-59105

(Budget Transfer Pending)



HERE
SIGN

[Signature] 1-27-14
AUTHORIZED SIGNATURE

TAYLOR COUNTY
CLERK OF COURT
REQUEST FOR VENDOR PAYMENT

DATE:

1-21-14²⁰
~~12/17/13~~

VENDOR NAME:

Clerk of Courts

MAILING ADDRESS:

PO Box 620
Perry, AL 32348

To Aunt
\$16,147

[Signature]

FOR:

Work Performance Incentive
Payments (Dec 2013)

TOTAL:

\$ 16146.97
(TOTAL)

DEPARTMENT NAME:

Transfer to Clerk

CHARGE ACCOUNT CODE:

0905-59105
(Budget Transfer Pending)



SIGN
& DATE

Gynthia Ochock, D.C.
AUTHORIZED SIGNATURE

ok to pay
1-14-14

COPY

RESOLUTION

IN COMPLIANCE to the laws of the State of Florida, as per Florida Statute 129.06(b), the undersigned Clerk and Auditor for the Board of County Commissioners of Taylor County, Florida, made and prepared the following budget changes to reflect unanticipated monies for a particular purpose which caused the **SCOP ROAD PAVING PROJECT (East Ellison Road) FUND** for the fiscal period ending September 30, 2014, to be in excess of the advertised budget.

BE IT RESOLVED that the listed receipts and appropriations be added to, included in and transferred to the **SCOP ROAD PROJECT FUND** budget for the fiscal year ending September 30, 2014.

<u>Amount</u>	<u>Account</u>	<u>Account Name</u>
\$254,856	172-3344905	SCOP Grant
		SCOP Project/East Ellison Rd-
\$ 72,000	0334-53101	Professional Services
\$182,556	0334-53401	Contractual Services
\$ 300	0334-54902	Legal Advertising
\$254,856	Total Expenditures	

NOW THEREFORE BE IT RESOLVED by the Board of County Commissioners of Taylor County, Florida, that they do approve as provided by law this resolution this 3rd day of March, 2014 at Perry, Taylor County, Florida, to amend the budget for the fiscal period ending September 30, 2014 with a motion by Commissioner _____, seconded by Commissioner _____, and carried unanimously.

Annie Mae Murphy, Clerk-Auditor

Chairman



**SIGN
& DATE**

(new grant awarded 2013/2014 FY)



Florida Department of Transportation

RICK SCOTT
GOVERNOR

1109 South Marion Avenue
Lake City, FL 32025-5874

ANANTH PRASAD, P.E.
SECRETARY

February 20, 2014

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

**Subject: Small County Outreach Program
Widening & Resurfacing of East Ellison Road
From CR 252 to CR 225A
Financial Project ID: 430741-1-58-01**

Dear Chair Feagle:

Enclosed for execution are three (3) copies of the Small County Outreach Program Agreement for the widening & resurfacing of East Ellison Road from CR 252 to CR 225A in Taylor County, Florida. This Agreement details the terms and conditions for construction of the subject improvements which Taylor County will undertake. Please do not date the Agreement as other approvals must be secured prior to establishing the execution date.

In addition, a separate Small County Road Assistance Program (SCRAP) project under Financial Project ID: 430741-1-58-01 for the same limits of East Ellison Road from CR 252 to CR 225A had been executed by your board in FY 2013. These SCOP funds are for the widening of the project.

In addition to executing the attached Agreement, a resolution must be adopted and a certified copy attached to each copy of the Agreement.

Taylor County is responsible for bearing all expenses in excess of the amount the Department agrees to participate (\$254,856.00). A final copy of the design plans must also be provided for our files.

Your assistance in securing execution is appreciated. Should you have questions or need additional information, I can be reached at 1-800-749-2967, Extension 7533.

Sincerely,

Kathy Thomas, P.E.
District Two Program Management Engineer

KT:ke
Enclosures

cc: Mr. Jack Brown, County Administrator
Mr. Kenneth Dudley, P.E. Director of Engineering

www.dot.state.fl.us

TAYLOR COUNTY BOARD OF COMMISSIONERS

County Commission Agenda Item

SUBJECT/TITLE:



THE BOARD TO REVIEW AND CONSIDER APPROVAL OF REVISIONS MADE TO ITS TRAVEL POLICY, AS AGENDAED BY DUSTIN HINKEL, ASSISTANT COUNTY ADMINISTRATOR.

MEETING DATE REQUESTED:

MARCH 3, 2013

Statement of Issue: THE BOARD TO APPROVE REVISIONS TO A POLICY

Recommended Action: APPROVE

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: THE BOARD'S TRAVEL POLICY WAS FIRST ADOPTED IN 1999. THE PROPOSED REVISIONS BRING THE BOARD'S POLICY INLINE WITH THE CURRENT STATE LAW GOVERNING TRAVEL APPROVAL AND REIMBURSEMENT.

Options: APPROVE/OFFER FURTHER REVISIONS

Attachments: TRAVEL POLICY 2.06



Taylor County

Board of County Commissioners'

Policy Manual

2.06

Policy #:

Title:

Effective Date:

2014-01

Travel Policy

March 3, 2014

PURPOSE

To establish a policy for the approval and reimbursement of expenses incurred while an employee is traveling on official County business that is compliant with Chapter 112.061, Florida Statutes.

REFERENCE

Section 112.061, Florida Statutes

POLICY

(1) **DEFINITIONS.**—For the purposes of this policy, the following words shall have the meanings indicated:

- (a) Travel day—A period of 24 hours consisting of four quarters of 6 hours each.
- (b) Travel period—A period of time between the time of departure and time of return.
- (c) Class A travel—Continuous travel of 24 hours or more away from official headquarters.
- (d) Class B travel—Continuous travel of less than 24 hours which involves overnight absence from official headquarters.
- (e) Class C travel—Travel for short or day trips where the traveler is not away from his or her official headquarters overnight.

(2) **APPROVAL FOR TRAVEL**-- All travel must have prior authorization by the Board of County Commissioners or the County Administrator. The County Administrator must pre-approve all travel outside the County for employees of the Board of County Commissioners to include a trip that can be made within normal work hours.

(a) All travel involving more than one overnight stay away from the County must be pre-approved by the Board for the Board or the County Administrator for Board employees.

(b) The following instructions will apply:

(1) All requests for travel for Board employees will be made in writing to the County Administrator. The written Travel Authorization Request Form (See Attachment A{1}) will state the Class of travel, purpose/benefits to the County, dates of the travel, and other required information. All hotel reservations will be secured with the Board's credit card and paid for by a check from the Board. The employee must then fill out a Request for Vendor Payment Form (See Attachment B{1}), have it approved by the Department Head and then turn it in to the Finance Department to get a check to pay for their lodging and/or registration fees. The employee must present a copy of the County's Tax Exemption Certificate at the time of registration in order to prevent paying tax on the room. If a room is paid for with a personal credit card, taxes are normally charged, and the Board will not be responsible for reimbursement of said tax.

(2) All requests for overnight travel by a County Commissioner will be made to the Board by the requesting Commissioner if County funds are to be expended for travel, registration fees, reservations or per diem. The Commissioner requesting the travel will fill out a Commissioner Travel Authorization Request Form (See Attachment A{2}) stating the Class of Travel, purpose/benefit to the County, dates, and other pertinent information. All hotel reservations will be secured with the Board's credit card and paid for by a Board check. Upon approval by the Board, staff will fill out a Request for Vendor Payment Form and turn it in to the County Administrator for delivery to the Finance Department to get a check to pay for their lodging and/or registration fees. Commissioners must present a copy of the County's Tax Exemption Certificate at the time of registration in order to prevent paying tax on the room. If a room is paid for with a personal credit card, taxes are normally charged, and the Board will not be responsible for reimbursement of said tax.

(3) The most efficient and/or economical method of travel shall be chosen. Consideration will include the nature of the business, number of persons making the trip, and the most efficient means of travel reasonably available.

(c) While engaged in travel for County business or duties, pay will be calculated on the basis of the employee's normal wages during the standard eight (8) hour workday, or ten (10) hour workday for Public Works employees. However, under certain conditions, an employee's travel may extend beyond an 8-hour workday. These situations will be handled on a case-by-case basis to determine if overtime is warranted. Fire Rescue personnel in travel will be paid their normal workweek.

(3) REIMBURSEMENT FOR TRAVEL EXPENSES - It is the intent of Taylor County to reimburse employees' and commissioners' travel as authorized by Chapter 112.061, Florida Statutes. It is the responsibility of the traveler to be familiar with these rules and be knowledgeable of the reimbursable expenses.

(a) Employees and non-employees traveling on official business are expected to exercise the same care in incurring official expenses that any prudent person exercises when traveling for personal reasons.

(b) All vouchers for reimbursement (See Attachment A{3}) must be submitted to the employee's Department Head within ten (10) days after the return date of the trip. Department Heads will submit original completed vouchers to the Finance Department. County Commissioners will submit their vouchers directly to the County Administrator. Completed vouchers shall include, at a minimum, as attachments:

- (1) Hotel statement
- (2) Conference/meeting agenda
- (3) Copy of approved travel authorization form
- (4) Certificate of attendance/participation (if available)

(c) The Board will not reimburse travelers for meals on Class C travel. No allowance shall be made for meals when travel is confined to the city or town of the official headquarters or immediate vicinity; except assignments of official business outside the traveler's regular place of employment if travel expenses are approved.

(d) The travel day for Class A travel shall be a calendar day (midnight to midnight). The travel day for Class B travel shall begin at the same time as the travel period. For Class A and Class B travel, the traveler shall be reimbursed one-fourth of the authorized rate of per diem for each quarter, or fraction thereof, of the travel day included within the travel period.

(e) For each day of Class A or B travel, the traveler may choose to be reimbursed at the established per diem rate or, if actual expenses for lodging at a single occupancy rate and meals exceeds the per diem rate, then meals will be reimbursed, at the established subsistence rate, according to the schedule below and accommodations will be paid directly by the County.

- (1) Breakfast—When travel begins before 6 a.m. and extends beyond 8 a.m.
- (2) Lunch—When travel begins before 12 noon and extends beyond 2 p.m.
- (3) Dinner—When travel begins before 6 p.m. and extends beyond 8 p.m., or when travel occurs during nighttime hours due to special assignment.

(f) No one, whether traveling out of state or in state, shall be reimbursed for any meal or lodging included in a convention or conference registration fee paid by the state.

(g) The use of privately owned vehicles for official travel in lieu of publicly owned vehicles or common carriers may be authorized by the County Administrator or his or her designee. Mileage or transportation expense reimbursement shall not be authorized to any traveler if he or she is transported by another person. Whenever travel is by privately owned vehicle:

- (1) A traveler shall be entitled to a mileage allowance at the established rate; or the common carrier fare for such travel if determined by the County Administrator to be more economical.

(2) All mileage shall be based on the most direct route and shown from point of origin to point of destination. Vicinity mileage necessary for the conduct of official business is allowable but must be shown as a separate item on the expense voucher.

(3) Reimbursement for expenditures related to the operation, maintenance, and ownership of a vehicle shall not be allowed when privately owned vehicles are used on public business and reimbursement is made pursuant to this paragraph, except as provided in Chapter 112.061, Florida Statutes.

(h) When substantiated by receipts, the following incidental travel expenses of the traveler may be reimbursed:

(1) Taxi fare.

(2) Ferry fares; and bridge, road, and tunnel tolls.

(3) Storage or parking fees.

(4) Communication expense.

(5) Convention registration fee while attending a convention or conference which will serve a direct public purpose with relation to the public agency served by the person attending such meetings. A traveler may be reimbursed the actual and necessary fees for attending events which are not included in a basic registration fee that directly enhance the public purpose of the participation of the department in the conference. Such expenses may include, but not be limited to, banquets and other meal functions. It shall be the responsibility of the traveler to substantiate that the charges were proper and necessary. However, any meals or lodging included in the registration fee will be deducted

(6) Other expenses which are not specifically authorized by this section may be approved by the Office of the County Administrator. The Office of the County Administrator shall report approved other expenses annually to the Board.

(i) Federal tax shall not be reimbursable to the traveler unless the County and other public agencies are also required by federal law to pay such tax.

(4) **RATES FOR THE REIMBURSEMENT FOR TRAVEL EXPENSES** -- At its discretion the Board may change the below rates by resolution. The current rates for the reimbursement for travel expenses are:

- | | | |
|-----|-----------|------------|
| (a) | Breakfast | \$6 |
| (b) | Lunch | \$11 |
| (c) | Dinner | \$19 |
| (d) | Per Diem | \$80 |
| (e) | Mileage | 44.5 cents |

(5) **ADVANCEMENTS.**—Notwithstanding any of the foregoing restrictions and limitations, the County Administrator or his or her designee may make, or authorize the making of, advances to cover anticipated costs of travel to travelers. Such advancements may include the costs of subsistence and travel of any person transported in the care or custody of the traveler in the performance of his or her duties.

(6) EMERGENCY TRAVEL— In emergency situations, the County Administrator or his or her designee may authorize an increase in the amount paid for a specific meal. Such increase shall be justified in the employee's travel voucher.

RESPONSIBLE DEPARTMENT

Office of the County Administrator

DATE ISSUED/SUNSET DATE

Revision Date: 2/20/2014

TRAVEL AUTHORIZATION REQUEST FORM
Taylor County Board of County Commissioners/Employee Form

I am requesting the following Class of travel:

Class A: _____ Continuous travel of 24 hours or more away from Taylor County

Class B: _____ Continuous travel of less than 24 hrs which involves overnight absence from Taylor County

Class C: _____ Travel for short or day trips where the traveler is not away from Taylor County overnight

Requested By: _____ **Department:** _____

Name of Conference/Workshop/Event: _____

Purpose/Benefit to County: _____

Location/Address of Event: _____

I Plan to Stay in a Hotel Overnight (Y/N) Where?: _____

I Plan To Depart On: _____ at _____ a.m./p.m.

I Plan To Return On: _____ at _____ a.m./p.m.

I Plan To Travel By: _____ Personal Vehicle _____ As a Passenger

_____ County Vehicle _____ Commercial Plane

Cost: Registration _____ Accommodations _____ Travel _____

I understand that it is my responsibility to fill out all forms correctly and turn them in to Finance in a reasonable time to ensure proper payment can be made. I further understand that if I do not travel, I must call and cancel any hotel reservations and/or conference registration and return the check to the Finance Department.

Employee

Department Head Signature

APPROVED
County Manager

DENIED
County Manager

DATE: _____

***MUST BE FILLED OUT BY ANY EMPLOYEE OR COMMISSIONER REQUESTING TRAVEL EXPENSES**

TRAVEL AUTHORIZATION REQUEST FORM**Taylor County Board of County Commissioners/Commissioner Form**

I am requesting the following Class of travel:

Class A: _____ Continuous travel of 24 hours or more away from Taylor County

Class B: _____ Continuous travel of less than 24 hrs which involves overnight absence from Taylor County

Class C: _____ Travel for short or day trips where the traveler is not away from Taylor County overnight

Requested By: _____ **District:** _____

Name of Conference/Workshop/Event: _____

Purpose/Benefit to County: _____

Location/Address of Event: _____

I Plan to Stay in a Hotel Overnight (Y/N) Where?: _____

I Plan To Depart On: _____ at _____ a.m./p.m.

I Plan To Return On: _____ at _____ a.m./p.m.

I Plan To Travel By: _____ Personal Vehicle _____ As a Passenger

_____ County Vehicle _____ Commercial Plane

Cost: Registration _____ Accommodations _____ Travel _____

I understand that it is my responsibility to fill out all forms correctly and turn them in to Finance in a reasonable time to ensure proper payment can be made. I further understand that if I do not travel, I must call and cancel any hotel reservations and/or conference registration and return the check to the Finance Department.

Commissioner

APPROVED
County Chair

DENIED
County Chair

DATE: _____

***MUST BE FILLED OUT BY ANY COMMISSIONER REQUESTING TRAVEL EXPENSES**

TAYLOR COUNTY

VOUCHER FOR REIMBURSEMENT ON TRAVELING EXPENSES

PAYEE: _____

SOCIAL SECURITY #: _____

DEPARTMENT: _____

ACCOUNT CODE: _____

Date:	Travel Performed from Point of Origin to Destination	Purpose or Reason (Name of Conference)	Hour of Departure and Hour of Return	Per Diem or Meals	Map Mileage Claimed	Vicinity Mileage Claimed	Incidental Expenses	
							Amount	Type
						MILES		
						@ .445/MILE		TOTAL
				\$	\$	\$	\$	
						NET AMOUNT DUE	\$	

I hereby certify or affirm that above expenses were actually incurred by me as necessary traveling expenses in the performance of my official duties: attendance at a conference or convention was directly related to official duties of the agency; my meals or lodging included in a conference or convention registration fee have been deducted from this travel claim. And that this claim is true and correct in every material matter and same conforms in every respect with the requirements of Section 112.061 Florida Statutes.

Payee Signature: _____

Date Prepared:

Title:

Pursuant to Section 112.061 (3) (a), Florida Statutes: I hereby certify or affirm that to the best of my knowledge the above travel was on official business of Taylor County and was performed for the purposes stated above.

Supervisor Signature: _____

Date Prepared: _____

Title _____

TAYLOR COUNTY BOARD OF COMMISSIONERS

County Commission Agenda Item

SUBJECT/TITLE:



Requesting Board approval to hold public hearings April 7 and April 22, 2014 to discuss and receive public input regarding the upcoming funding cycle and possible funding request submission for the 2015-2016 Florida Department of Agriculture and Consumers Services, Agriculture Education And Promotion Facility Funding Program. Grants staff is recommending this funding request be submitted requesting funding assistance for the rehabilitation of Forest Capital Hall.

MEETING DATE REQUESTED:

March 3, 2014

Statement of Issue: Requesting Board approval to hold public hearings April 7 and April 22, 2014 to discuss and receive public input regarding the upcoming funding cycle and possible grant submission for the 2015-2016 Agriculture Education And Promotion Facility Funding Program.

Recommended Action: Board to approve public hearings

Fiscal Impact: Not applicable at this time.

Budgeted Expense: Y/N See Above

Submitted By: Melody Cox

Contact: Melody Cox

SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

History, Facts & Issues: The 2015-2016 Agriculture Education And Promotion Facility Program funding request cycle will open in July 2014.

Attachments: Information on the Agriculture Education and Promotion Facility Program and Forest Capital Hall

STATUTES

Search Laws

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STATE STATUTES & CODES

229 148 190 113 169

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Statutes > Florida Laws > TITLE XIX - PUBLIC BUSINESS (Ch.279-290) > Chapter 288 COMMERCIAL DEVELOPMENT AND CAPITAL IMPROVEMENTS > PART I GENERAL PROVISIONS(ss. 288.001-288.1258) > 288.1175 Agriculture education and promotion facility.

FLORIDA STATUTES AND CODES

288.1175 Agriculture education and promotion facility. Listen**288.1175 Agriculture education and promotion facility.**

(1) The Department of Agriculture and Consumer Services shall serve as the state agency for screening applicants for state funding pursuant to this section and for certifying an applicant as a qualified agriculture education and promotion facility as defined in subsection (3).

(2) The department shall develop rules pursuant to ss. 120.536(1) and 120.54 for the receipt and processing of applications for funding of projects pursuant to this section.

(3) As used in this section, the term "agriculture education and promotion facility" means an exhibition hall, arena, civic center, exposition center, or other capital project or facility which can be used for exhibitions, demonstrations, trade shows, classrooms, civic events, and other purposes that promote agriculture, horticulture, livestock, equestrian, and other resources of the state and educate the residents as to these resources.

(4) The department shall certify a facility as an agriculture education and promotion facility if the department determines that:

(a) The applicant is a unit of local government as defined in s. 218.369, or a fair association as defined in s. 616.001(9), which is responsible for the planning, design, permitting, construction, renovation, management, and operation of the agriculture education and promotion facility or holds title to the property on which such facility is to be developed and located.

(b) The applicant has projections, verified by the department, which demonstrate that the agriculture education and promotion facility will serve more than 25,000 visitors annually.

(c) The municipality in which the facility is located, or the county if the facility is located in an unincorporated area, has certified by resolution after a public hearing that the proposed agriculture education and promotion facility serves a public purpose.

(d) The applicant has demonstrated that it has provided, is capable of providing, or has financial or other commitments to provide more than 40 percent of the costs incurred or related to the planning, design, permitting, construction, or renovation of the facility. The applicant may include the value of the land and any improvements thereon in determining its contribution to the development of the facility.

(5) The department shall competitively evaluate applications for funding of an agriculture education and promotion facility. If the number of applicants exceeds three, the department shall rank the applications based upon criteria developed by the department, with priority given in descending order to the following items:

(a) The intended use of the funds by the applicant, with priority given to the construction of a new facility.

(b) The amount of local match, with priority given to the largest percentage of local match proposed.

(c) The location of the facility in a brownfield site as defined in s. 376.79(3), a rural enterprise zone as defined in s. 290.004(6), an agriculturally depressed area as defined in s. 570.242(1), a redevelopment area established pursuant to s. 373.461(5)(g), or a county that has lost its agricultural land to environmental restoration projects.

(d) The net increase, as a result of the facility, of total available exhibition, arena, or civic center space within the jurisdictional limits of the local government in which the facility is to be located, with priority given to the largest percentage increase of total exhibition, arena, or civic center space.

(e) The historic record of the applicant in promoting agriculture and educating the public about agriculture, including, without limitation, awards, premiums, scholarships, auctions, and other such activities.

(f) The highest projection on paid attendance attracted by the agriculture education and promotion facility and the proposed economic impact on the local community.

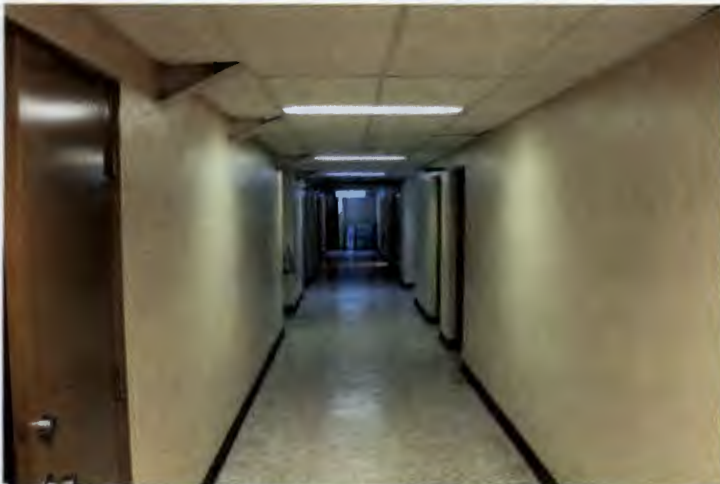
(g) The location of the facility with respect to an Institute of Food and Agricultural Sciences (IFAS) facility, with priority given to facilities closer in proximity to an IFAS facility.

Alabama
Alaska
Arizona
Arkansas
California
Connecticut
Share
Delaware
District of Columbia
Florida
Georgia
Hawaii
Idaho
Illinois
Indiana
Iowa
Kansas
Kentucky
Louisiana
Maine
Maryland
Massachusetts
Michigan
Minnesota
Mississippi
Missouri
Montana
Nebraska
Nevada
New Hampshire
New Jersey
New Mexico
New York
North Carolina
North Dakota
Ohio
Oklahoma
Oregon
Pennsylvania
Rhode Island
South Carolina
South Dakota
Tennessee

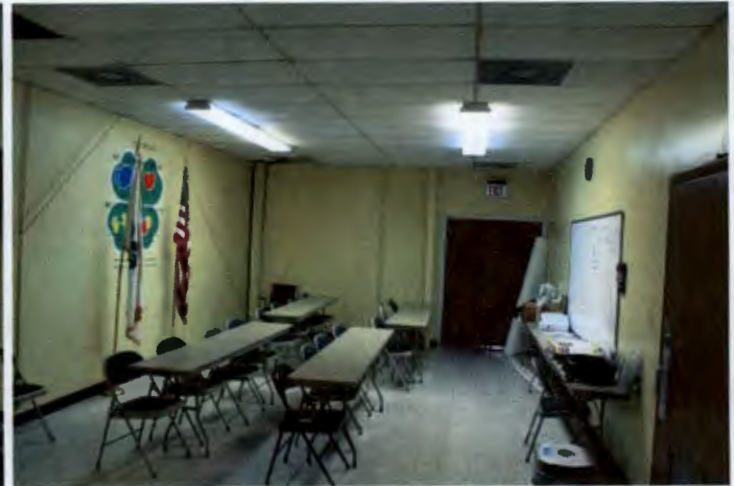
Forest Capital Hall Renovation Project



Possible Recommended Areas for Improvements and Upgrades through the Agriculture Education Promotion Facility Request for Funding Program



Possible Recommended Areas for Improvements and Upgrades through the Agriculture Education Promotion Facility Request for Funding Program



11

TAYLOR COUNTY BOARD OF COMMISSIONERS

County Commission Agenda Item

SUBJECT/TITLE:

Board to approve grant application to be submitted to the Florida Department of Economic Development Small Cities Community Development Block Grant Program (CDBG) requesting funding to be used to rehabilitate very low, low, and moderate income homes of qualified applicants.

MEETING DATE REQUESTED:

March 3, 2014

Statement of Issue: Board to review and approve CDBG grant application.

Recommended Action: Approval of grant application

Fiscal Impact: The County will be requesting funding assistance in the amount of \$750,000. The County will be providing a match of \$125,000 which has been set aside with SHIP housing funds. These are state funds and can be used for a match for CDBG funds which are federal funds. No additional match will be required from the County.

Budgeted Expense: Y/N

Submitted By: Melody Cox

Contact: Melody Cox

SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

History, Facts & Issues: The County is requesting funding in the amount of \$750,000 to be used to provide housing rehabilitation assistance for very low, low, and moderate income homeowners. If awarded the grant, the rehabilitation recipients must live outside the Perry city limits. Public hearings for the grant submission were held September 17 and December 17, 2013.

Attachments: Grant application and required attachments



Florida Small Cities Community Development Block Grant (CDBG)
Application for Funding

Applicant: Taylor County
(Name of Local Government)

- | | |
|--|--|
| <input type="checkbox"/> Commercial Revitalization | <input checked="" type="checkbox"/> Housing Rehabilitation |
| <input type="checkbox"/> Neighborhood Revitalization | <input type="checkbox"/> Economic Development |

Federal Fiscal Year 2013

Application Due Date: March 12, 2014

Mailing Address: Department of Economic Opportunity
Bureau of Housing and Community Development
107 East Madison Street – MSC 400
Tallahassee, Florida 32399-6508

Telephone: (850) 717-8405

Fax: (850) 922-5609

Web: <http://www.floridajobs.org/SmallCitiesCDBG>

Contents

Left click on the appropriate check boxes to indicate which parts of the application form are included in this application package.

- ☒ Part I – General Information (Required)
- ☒ Part II – Application Profile and General Scoring Criteria (Required)
- ☒ Part III – Sources and Uses of Non-CDBG Funds, Leverage
- ☐ Part IV – Commercial Revitalization
- ☐ Part V – Economic Development
- ☒ Part VI – Housing Rehabilitation
- ☐ Part VII – Neighborhood Revitalization
- ☒ Part VIII – Certification and Score Summary (Required)
- ☒ Part IX – Forms and Supporting Documentation (Required)
 - ☒ Appendix A: Maps (Required)
 - ☒ Appendix B: Comprehensive Plan Documents (Required)
 - ☐ Appendix C: Joint Agreements/Contingency Funding Documentation/Interlocal Agreements
 - ☐ Appendix D: Historic Preservation Documentation
 - ☒ Appendix E: Leverage Documentation
 - ☐ Appendix F: Grant Application Preparation
 - ☐ Appendix G: Readiness to Proceed Documentation
 - ☐ Appendix H: VLI/LMI Worksheets or Census Data and/or Census Maps
 - ☐ Appendix I: Documentation Related to Health and Safety Impact Score
 - ☒ Appendix J: Local Governing Body's Resolution for Signature Designation
 - ☒ Appendix K: Housing Assistance Plan (Required for all Housing Rehabilitation Applications)
 - ☒ Appendix L: Public Hearing Information
 - ☒ Appendix M: Special Designation Documentation
 - ☐ Appendix N: Documentation for Economic Development Applications
 - ☐ Appendix O: N/A
 - ☐ Appendix P: N/A
 - ☐ Appendix Q: N/A
 - ☐ Appendix R: N/A

Part II – Application Profile and General Scoring Criteria

Application Profile Form G-1

Local Government Contact Information:

Local Government Name: Taylor County		
Street Address: 201 E. Green Street		
Mailing Address (if different): N/A		
City: Perry	Zip Code: 32347	County: Taylor
Main Telephone: (850) 838-3500		Main Facsimile: (850) 838-3501

Chief Elected Official: Malcolm Page	Title: Chair
Telephone: (850) 838-3500	Facsimile: (850) 838-3501
E-mail Address: mpage@taylorcountygov.com	

Financial Officer: Tammy Taylor (Local Government)	Title: Finance Director
Telephone: (850) 838-3500	Facsimile: (850) 838-3501
E-mail Address: ttaylor@taylorclerk.com	

Project Contact: Melody Cox (Local Government)	Title: Director of Grants & Social Services	
Telephone: (850) 838-3553	Facsimile: (850) 838-3501	
E-mail Address: melody.cox@taylorcountygov.com		
Street Address: 401 Industrial Park Drive		
City: Perry	State: Florida	Zip Code: 32347
Local Government's Grant Consultant: (if applicable)	Name and Address of Firm: Jordan & Associates 769 Blanding Blvd., Suite #5 Orange Park, Florida 32065	Telephone Number: (904) 264-6203

**Application Profile
Form G-1 (Continued)**

Application Preparer Information		
Preparer's Name: Jordan & Associates		Organization Preparing Application: <input checked="" type="checkbox"/> Private <input type="checkbox"/> RPC <input type="checkbox"/> Local Government
Street Address: 769 Blanding Boulevard, Suite #5		
City: Orange Park	State: Florida	Zip Code: 32065
Telephone: (904) 264-6203		Facsimile: (904) 264-2190
E-mail Address: admin@jordangrants.com		
Application Type: Indicate the type(s) of funding requested. A completed application must include the appropriate sections as provided below. A Planning and Design Specifications grant will not be offered unless the appropriate Planning and Design Specifications Grant box(es) are checked. (These grants are not a separate category but may be offered to an applicant in Neighborhood Revitalization or Commercial Revitalization with an application score below the fundable range for a full grant and which does not have completed construction plans and specifications.)		
<input type="checkbox"/> Commercial Revitalization (Part IV)	<input type="checkbox"/> Economic Development (Part V)	
<input checked="" type="checkbox"/> Housing Rehabilitation (Part VI)	<input type="checkbox"/> Neighborhood Revitalization (Part VII)	
<input type="checkbox"/> Planning and Design Specifications Grant – Neighborhood Revitalization	<input type="checkbox"/> Planning and Design Specifications Grant – Commercial Revitalization	
If you will accept a Planning and Design Specifications Grant, indicate amount being requested for: N/A		
Basic Engineering \$N/A	Additional Engineering \$N/A	Administration \$N/A
Funding Preference: The applicant may submit a Commercial Revitalization and a Housing Rehabilitation application, or a Commercial Revitalization and a Neighborhood Revitalization application, but not a Housing and a Neighborhood application. Applicants will not be considered for an additional Commercial Revitalization, Housing Rehabilitation or Neighborhood Revitalization grant until all previously awarded Planning and Design Specifications grants have been administratively closed by the Department.		
Did you submit more than one application? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If so, what category of funding do you prefer? <input type="checkbox"/> Neighborhood Revitalization <input type="checkbox"/> Commercial Revitalization <input type="checkbox"/> Housing Rehabilitation		
Date First Public Hearing Notice was Published: 09/04/2013		Date Second Public Hearing Notice Was Published: 12/04/2013
Date of First Public Hearing: 09/17/2013		Date of Second Public Hearing: 12/17/2013

**Application Profile
Form G-1 (Continued)**

Demographics			
U.S. Congressional District Number: 2			
Florida Senate District Number: 3		Florida House District Number: 7	
Census Place:	Census Tract(s): 9501.00; 9502.00; 9503.00; 9504.00	Census Block Group(s): 1,2 & 4; 1-4; 1 & 4-6; 1-4	
Grant Request: Maximum grant requests are based on the jurisdiction's LMI population as determined by HUD. Please see the table below.			
LMI Population		Maximum Grant Request	
1 – 499		\$600,000.00	
500 – 1,249		\$650,000.00	
1,250 – 3,999		\$700,000.00	
4,000 – and above		\$750,000.00	
Local Government's LMI Population: 4,316		Grant Request: \$750,000.00	
Answer the following questions by circling the correct response.			
Historic Preservation Will the project impact a building, public improvement or planned open space more than 50 years old? (See instructions.)			Yes No X
Interlocal Agreement Will project activities require an interlocal agreement? If yes , the interlocal agreement must be provided in the Supporting Documentation Section. (See instructions.)			Yes No X
State of Financial Emergency Has the local government been declared to be in a state of financial emergency pursuant to Section 218.50 – 218.504, F.S., at any time during the two years prior to submission of the application? Check at http://www.leg.state.fl.us/cgi-bin/View_Page.pl?File=financial-emergencies.cfm&Directory=committees/joint/jcla/&Tab=committees			Yes No X
Grant Preparation Costs The applicant may request grant funds for the cost of grant application preparation. See instructions if funds are requested.			
Does the applicant wish to request grant funds for the cost of grant application preparation?			Yes No X
Amount: \$N/A	If yes , grant preparation cost documentation must be included in the Supporting Documentation Section.		
National Flood Insurance Program – Indicate whether or not the local government is a current participant in the NFIP.			Yes X No

Project Narrative Form G-2

Taylor County is applying to the Florida Department of Economic Opportunity (DEO) for \$750,000 through the FFY 2013 Small Cities Community Development Block Grant (CDBG) Program under the Housing Rehabilitation (HR) category. The county's application proposes to provide CDBG-HR assistance to 'Low-to Moderate Income' (LMI) households throughout the unincorporated areas of the county.

The activities proposed within the county's application include 'Housing Rehabilitation/Demolition/Replacement' and 'Temporary Relocation' for a minimum of ten (10) LMI housing units, (to include four (4) 'Low Income' and two (2) 'Very Low Income' housing units.) If awarded, all housing units will be addressed in accordance with the current Florida Residential Building Code, relevant local housing code (whichever is more stringent for each code-related item) and the county's adopted Housing Assistance Plan.

The estimated CDBG cost of 'Housing Rehabilitation/Demolition/Replacement' is budgeted at \$634,500 with \$3,000 budgeted for 'Temporary Relocation' and \$112,500 budgeted for 'Administration'.

Additionally, the county has committed \$125,000 from the State Housing Initiatives Partnership (SHIP) Program to be utilized as leveraged funds. These leveraged funds will be expended after the date of the site visit and prior to administrative closeout.

The county anticipates proposed construction start and completion dates to be within twenty-four (24) months of the award date.

The county does not anticipate assisting housing units that are located in a flood-prone area; however, the county participates in the National Flood Insurance Program.

As CDBG-HR assistance is only available to LMI housing units, the national objective to benefit LMI persons will be met.

**General Scoring Criteria
Form G-3**

1. Enter the Local Government's Community-Wide Needs Score This document is posted to the Department's website at: http://www.floridajobs.org/community-planning-and-development/assistance-for-governments-and-organizations/florida-small-cities-community-development-block-grant-program/downloads-and-information-for-applicants (Transfer this score to line 1. of the Application Scoring Summary page – Part VIII, page 4.)				Score: 67.66
2. Special Designation Score Check all applicable designations and enter a score of 20 if all activities are within any of the boundaries of the following designated areas. (Transfer this score to line 3a. of the Application Scoring Summary page.)				Score: 20.00
<input type="checkbox"/> Empowerment Zone, Enterprise Community, or Champion Community, pursuant to the Economic Empowerment Act of 1993 <i>(Note: These designations have expired.)</i>	<input checked="" type="checkbox"/> Rural Area of Critical Economic Concern designated by the Governor <u>or</u> <input type="checkbox"/> Rural Economic Development Initiative (REDI) community			
<input type="checkbox"/> Area of Critical State Concern pursuant to Chapter 380.05, F.S.	<input type="checkbox"/> Florida Enterprise Zone pursuant to Chapter 290.0065, F.S.			
<input type="checkbox"/> HUD-designated Renewal Community	<input type="checkbox"/> Front Porch Community			
3. Grant History Score: If the applicant has not had an open CDBG contract in the NR, CR, or HR categories within five years of application deadline, claim 100 points. (Transfer this score to line 3b. of the Application Scoring Summary page.)				Score: 0.00
4. Outstanding Performance in Equal Employment Opportunity (EEO)				
M/WBE Contracting: The applicant may claim up to 25 points for achievement in Minority-/Women-Owned Business Enterprises (M/WBE) contracting in the most recent CDBG grant administratively closed out not more than four years before application deadline date. Review the M/WBE reports submitted to DCA/DEO for that grant and enter a score based on the achievement reported.				
Most Recent Administratively Closed CDBG Contract Number:		11DB-3K-03-72-01-H22		
<u>\$154,438</u> Amount Awarded to M/WBE firms	÷	<u>\$675,292</u> Total Prime Contracts Amount	X 100 =	<u>22.87</u> M/WBE %
M/WBE %	Points		4a. M/WBE Contracting Score: <div style="border-top: 1px solid black; width: 100px; margin: 0 auto;">25.00</div> (Maximum 25 points)	
5.0 – 9.99%	5			
10.0 – 14.99%	10			
15.0 – 19.99%	20			
20.00%+	25			
If the applicant has not administratively closed out a CDBG grant within four years of the application deadline date, score 5 points.				

**General Scoring Criteria
Form G-3 (Continued)**

Local Government Minority Employment: The applicant may claim **up to 60 points** for meeting minority employment goals. Complete the table below to calculate the applicant's percentage of minority employees. See instructions for calculations.

Number of Permanent Full-time Equivalent Minority Applicant Employees		Number of Permanent Full-time Equivalent Applicant Employees		Applicant's Percentage of Minority Employees
<u>12</u>	÷	<u>79</u>	=	<u>15.2%</u>

Enter percentage of minorities in the applicant's county: 25.6%

If the "Prorated 60 Points Score" is claimed, complete the following equation:

Applicant's Percentage of Minority Employees		Percentage of Minorities in Applicant's County		Applicant's Percentage of Minority Employees		Points Claimed
<u>15.2%</u>	÷	<u>25.6%</u>	=	<u>59.38%</u>	X 60 =	<u>35.63</u>

If the applicant has three (3) or less employees, 40 points may be claimed.

4b. Local Government Minority Employment Score (60 Points Maximum):	<u>35.63</u>
--	--------------

5. Outstanding Performance in Fair Housing

The applicant may claim five points for each of the following Fair Housing goals. See instructions for guidelines and documentation requirements.

	Date	Score
5a. Date Fair Housing Ordinance Adopted:	<u>09/07/1988</u>	<u>5.00</u>
5b. Date of training or educational program designed for the general public and elected officials:	<u>09/17/2013</u>	<u>5.00</u>
5c. Date of training or educational program designed for professionals:	<u>11/19/2013</u>	<u>5.00</u>
5d. Total Fair Housing (5a+5b+5c) Score (15 Points Maximum):	<u>15.00</u>	

Outstanding Performance in EEO and Fair Housing (4a+4b+5d) Score: 75.63
(Transfer this score to line 2. on the Application Scoring Summary page – Part VIII, page 4.)
(100 points maximum.)

Part III – Sources and Uses of Non-CDBG Funds (Leverage)

Sources and Uses of Non-CDBG Funds
Private, Participating Party, Public Leverage from Non-Local and Local Funding Sources
Form L-1

Activity #	Source	Amount Claimed for Scoring	Amount Not Claimed for Scoring	Type (Participating Party, Loan, Grant, Local Government Funds, Donated Land, or Other Leverage)
14A	Taylor County SHIP Program	\$125,000.00	\$0.00	Grant
		\$	\$	
		\$	\$	
		\$	\$	
		\$	\$	
		\$	\$	
Totals		\$125,000.00	\$	
Total Leverage Claimed for Scoring		\$125,000.00		

Use the preceding totals to compute the number of points you are claiming for leverage scoring on the next page.

Leverage Score Summary

Leverage Points Calculation for NR, CR, and HR

$$\frac{\$125,000}{\$5,000} = 25.00 \text{ Points}$$

(25 Points Maximum)

Leverage Points Calculation for ED

$$\frac{\$}{\$10,000} = \text{Points}$$

(125 Points Maximum)

Leverage Score: 25.00

(Transfer this score to line 3c. on the Application Scoring Summary page – Part VIII, page 4.)

Part VI – Housing Rehabilitation (CDBG-H)

**Category Impact
CDBG Funds and Activity Goals Score
Form H-1**

	A	B	C	D	E	F
Activity #	Activity Name	Enter CDBG Activity \$	% of CDBG Project Cost (B ÷ B1)	Goal Points	Activity Goal Score (C x D)	# of Housing Units To be Addressed by Activity
01	Acquisition (in support of)	\$		*		
01	Acquisition in 100 Year Floodplain	\$		75		
04	Clearance	\$		35		
15	Code Enforcement	\$		45		
04A	Demolition (<u>without subsequent construction</u>)	\$		50		
16A	Historic Preservation - Residential	\$		35		
14A	Housing Rehab/Demolition/Replacement	\$634,500	99.53%	75	74.65	10
08	Permanent Relocation as a part of Hazard Mitigation	\$		75		
08	Permanent Relocation – Other	\$		50		
14A	Potable Well Installation**	\$		75		
14A	Removal of Housing Architectural Barriers	\$		75		
14A	Septic System Installation**	\$		75		
14A	Sewer Hookups**	\$		75		
08	Temporary Relocation	\$3,000	0.47%	75	0.35	1
14A	Utility Hookups, Other**	\$		60		
14A	Water Hookups**	\$		75		
	1. Total Column B - CDBG Project Cost	\$637,500	1a. Total Activity Goal Score: 75.00 (75 Points Maximum)			
	2. Enter CDBG Administrative Funds (Maximum of .15 of total below)	\$112,500	* Goal points are same as activity supported. ** Use only if no housing rehabilitation is required. Otherwise, treat as complementary activity to housing rehabilitation activity.			Total Unduplicated Number of Housing Units to be Addressed By All Activities 10
	3. Add B1 and B2 for Total CDBG Funds Requested	\$750,000				

Low Income and Very Low Income Beneficiary Impact Score

4a. Number of homes to be addressed whose occupants qualify as "low income:"

(Note: "low income" means household income does not exceed **50%** of median for your county)

"low income" beneficiary impact points: 4 homes X 45 = 180.00 points (180 Points Maximum)

4b. Number of homes to be addressed whose occupants qualify as "very low income:"

(Note: "very low income" (VLI) means household income does not exceed **30%** of median for your county)

1 home: score = 30 points; 2 homes: score = 55 points:

"very low income" beneficiary impact points: 2 home(s) = 55.00 points (55 Points Maximum)

4c. Total "Low Income" and "Very Low Income" (4a+4b) Beneficiary Score: 235.00
(235 Points Maximum)

Average CDBG Cost per LMI Housing Unit

5a. Use the CDBG Funds and Activity Goal Score Spreadsheet to calculate the average CDBG LMI housing unit cost:

<u>\$637,500</u>	÷	<u>10</u>	=	<u>\$63,750.</u>
Total CDBG Project Cost (1B)		Total number of LMI Housing Units		Average CDBG LMI Housing Unit Cost

Based on the average CDBG cost per LMI housing unit, enter the appropriate score from the chart on page 6 in the instructions:

5b. Average CDBG Cost per LMI Housing Unit Score: 120.00
(120 points maximum)

"Green" Rehabilitation Standards

6a. If Housing Assistance Plan (HAP) requires all the minimum "green" standards identified in the instructions, **score 40 points:** 40.00

6b. If Housing Assistance Plan (HAP) requires all the supplemental "green" standards identified in the instructions, **score 35 points:** 35.00

6c. "Green" Rehabilitation Standards (6a + 6b) Score: 75.00
(75 Points Maximum)

Category Summary Score (1a+4c+5b+6c=): 505.00

(Transfer this score to line 3d. in the HR column on the Application Scoring Summary page – Part VIII, page 4.)
(Cannot exceed 505 points.)

Part VIII– Certification and Score Summary

I, the undersigned chief elected official or authorized representative of the local government, certify that, to the best of my knowledge, this application for Small Cities Community Development Block Grant funding was prepared in accordance with state and federal rules and regulations, contains information that is true and correct, and has been approved by the local governing body.

I, the undersigned, certify that the local government (Applicant):

1. Has met all citizen participation requirements:
 - Public hearings were conducted by a member of the local governing body or a duly authorized employee;
 - The first public hearing was conducted to obtain citizen views about community development needs and potential uses of CDBG funding;
 - A second public hearing was conducted to obtain citizen comments on the application; and
 - Public notice for the second public hearing was published after the first public hearing was conducted.
2. Has properly conducted surveys of service areas to document LMI benefit, if applicable.
3. Will comply with the Intergovernmental Coordination and Review requirements by submitting the required information to the local Regional Planning Council and to the State Clearinghouse.
4. Will not attempt to recover, through special assessments, capital costs of public improvements funded in whole or in part with CDBG funds.
5. Will ensure that upon completion of housing structures addressed with CDBG funds, each housing structure will meet the local housing code.
6. Will administer the grant in conformity with the Civil Rights Act of 1964 and the Fair Housing Act.
7. Will affirmatively further fair housing and undertake one fair housing activity each quarter.
8. Has adopted a Community Development Plan or has adopted the Local Comprehensive Plan as the Community Development Plan.
9. Has adopted an Anti-Displacement and Relocation Plan and will minimize the displacement of persons.
10. Has presented accurate information and has documentation on file and readily accessible to the Department of Economic Opportunity.
11. Has authorized the submission of this application by vote of the local governing body.

Failure of the Chief Elected Official to properly sign the application by the deadline, or failure to include a copy of the ordinance or resolution of the governing body authorizing another individual to sign the application, will result in a 50-point penalty being assessed against the application that cannot be eliminated during the completeness process.

Signature of Chief Elected Official or Designee (If signed by a person designated by the local governing body, a copy of the resolution must be included.)		
Signature: _____		
Typed Name and Title: Malcolm Page, Chair		
Date:		
If signed by a person other than the chief elected official, is a copy of the required resolution included in the Appendices?	Yes	No
Signature of Application Preparer if other than an employee of the Local Government		
Signature: _____		
Typed Name and Title: Ronald M. Vanzant, President		
Name of Firm or Agency: Jordan & Associates		

Application Scoring Summary

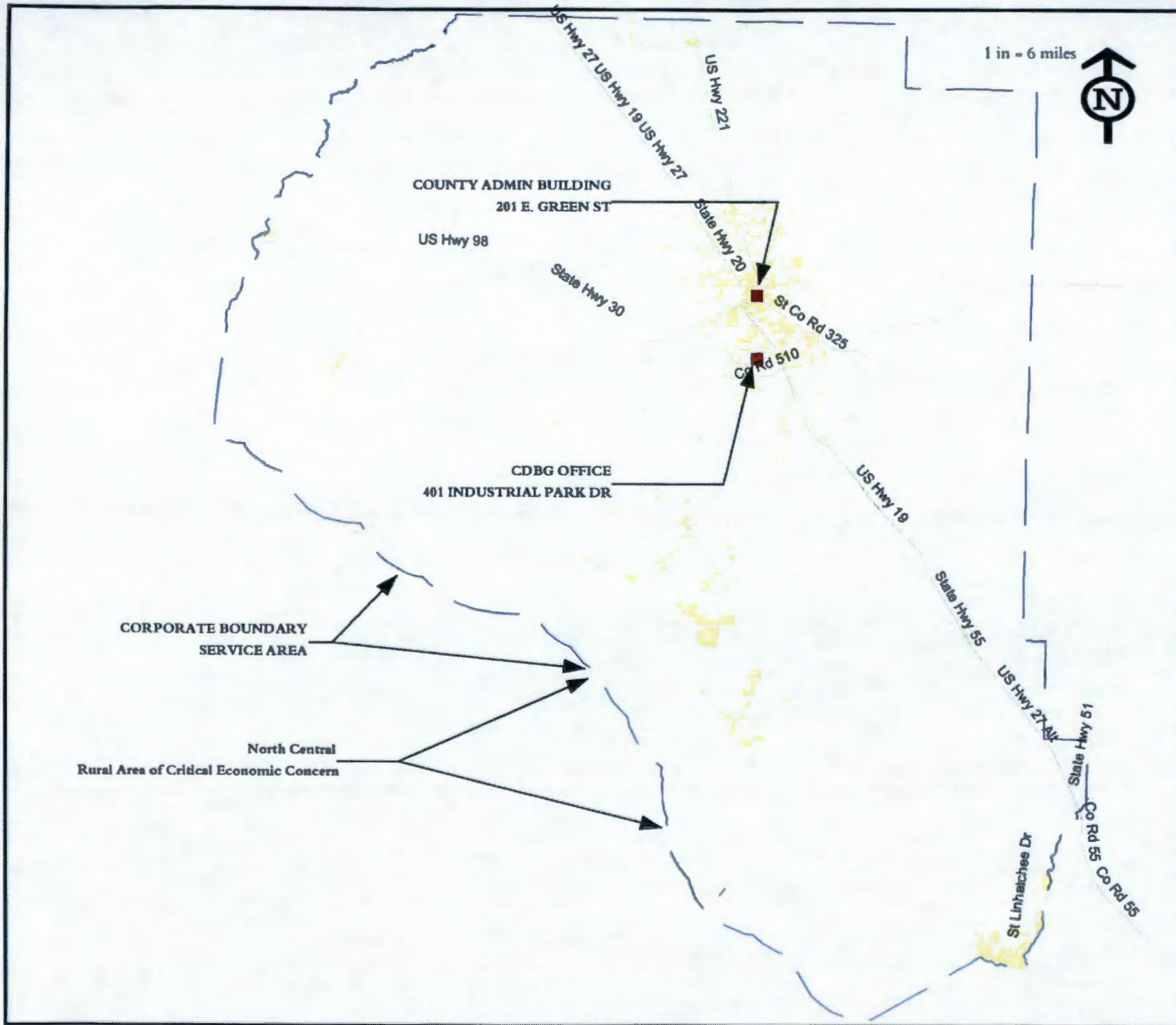
This form is the applicant's evaluation of the application score. Use the "scores" identified in the application to complete this form when you have finished filling out the application. Enter the scores or other information in the appropriate columns. If additional pages are needed (number them with a lowercase letter such as 7a, 7b, 7c, etc.). When all of the scores have been transferred to this form, add the scores and enter the total.

Enter Name of Local Government Applicant: <u>Taylor County</u>					(For DEO Use Only) Application Number: _____	
Enter Type of Application(s): <u>Housing Rehabilitation</u> (Complete this form for each application submitted.)						
Form	Title/Score	Page	CR	ED	HR	NR
	1. Community-Wide Needs Score (250 Points Maximum)				67.66	
	2. Outstanding Performance in Equal Employment Opportunity and Fair Housing (100 points maximum)				75.63	
	3. Program Impact:					
	3a. Special Designation Score (20 Points Maximum)				20.00	
	3b. Grant History Score (100 Points Maximum)				0.00	
	3c. Leverage (25 Points Maximum for CR, NR and HR) (125 Points Maximum for ED)				25.00	
	3d. Category Summary Score				505.00	
	3e. Total Program Impact Score (3a+3b+3c+3d) (650 Points Maximum)				550.00	
	4. Total Application Score (1+2+3e) (1000 Points Maximum)				693.29	
	Less Penalties Assessed (For DEO Use Only)					
	Final Score (For DEO Use Only)					

Part IX– Forms and Supporting Documentation

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C	Joint Agreements, Contingency Funding Documentation and/or Interlocal Agreements	
D	Historic Preservation Documents	
E	Leverage Documentation (Letter of Commitment, etc.)	
F	Grant Application Preparation	
G	Readiness to Proceed Documentation	
H	VLI/LMI Worksheets or Census Data and/or Census Maps	
I	Health and Safety Impact Documentation	
J	Local Governing Body's Resolution for Signature Designation	
K	Housing Assistance Plan	
L	Public Hearing Documentation	
M	Special Designation	
N	Economic Development Documentation (not included above)	
O		
P		
Q		
R		

Appendix A: Maps

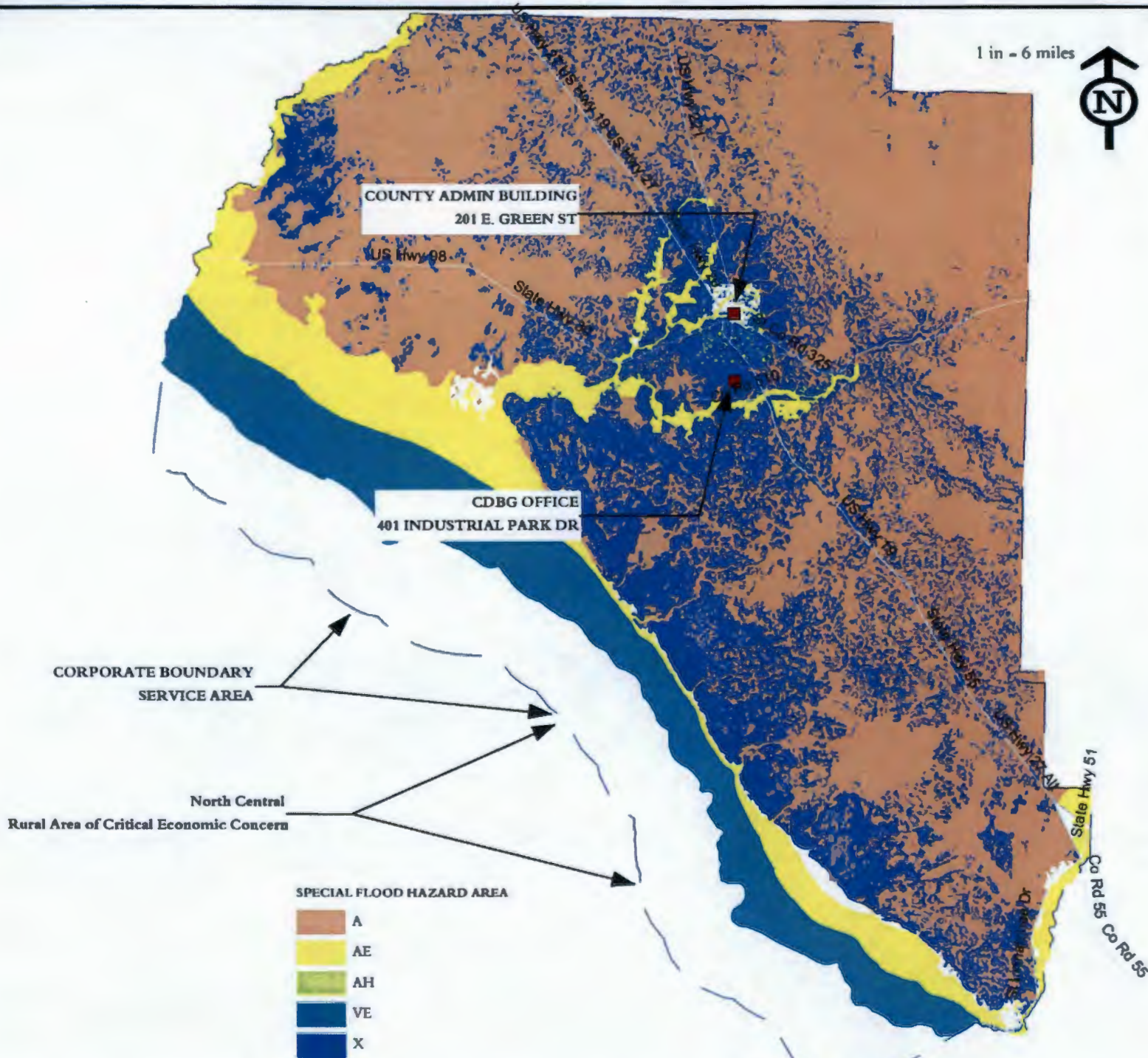


**JURISDICTION
MAP**

**TAYLOR COUNTY
BOARD OF COUNTY COMMISSIONERS
FY 2013 CDBG-HR APPLICATION**



JORDAN & ASSOCIATES
769 BLANDING BLVD., SUITE 5
ORANGE PARK, FL 32065
P. (904) 264-6203
F. (904) 264-2190



JORDAN & ASSOCIATES
769 BLANDING BLVD., SUITE 5
ORANGE PARK, FL 32065
P. (904) 264-6203
F. (904) 264-2190



TAYLOR COUNTY
BOARD OF COUNTY COMMISSIONERS
FY 2013 CDBG-HR APPLICATION

100 YEAR FLOOD
MAP

Appendix B: Comprehensive Plan Documents, as Amended

III

HOUSING ELEMENT

INTRODUCTION

The following goal, objectives and policies constitute the Housing Element providing for decent, safe and sanitary housing at affordable costs and in sufficient quantities to meet the needs of both existing and future County residents. The data collected for this plan element and analysis of this data contained in the County's Data and Analysis document, are not part of this plan element, but serve to provide a foundation and basis for the formulation of this portion of the Comprehensive Plan.

This plan element of the County's Comprehensive Plan establishes a guide for the County to follow in addressing the housing needs of the unincorporated area. The Housing Element addresses the main goal for housing within the County through the year 2015, as well as measurable objectives which are established to meet the County's housing goal. In addition, each objective is followed by one or more corresponding policies to provide guidance and direction towards the accomplishment of the objective.

HOUSING GOAL, OBJECTIVES AND POLICIES

GOAL III - PROVIDE DECENT, SAFE AND SANITARY HOUSING IN SUITABLE ENVIRONMENTS AT AFFORDABLE COSTS TO MEET THE NEEDS OF THE COUNTY'S PRESENT AND FUTURE CITIZENS, INCLUDING THOSE RESIDENTS WITH SPECIAL NEEDS. ENCOURAGE THE PRESERVATION AND ADAPTIVE RE-USE OF HISTORICALLY SIGNIFICANT HOUSING.

OBJECTIVE III.1 The County shall continue to provide for affordable housing in accordance with the affordable housing needs assessment consistent with Chapter 9J-5.010(1)(a), (b) and (c), Florida Administrative Code in effect on January 1, 2003. In addition, the new definition of affordable housing consistent with Chapter 9J-5.003(3), Florida Administrative Code in effect on January 1, 2003, shall be used to define affordable housing types to be permitted for the existing and anticipated population. For the

purposes of this Comprehensive Plan, "affordable housing" means housing for which monthly rents or monthly mortgage payments, including taxes, insurance, and utilities, do not exceed 30 percent of that amount which represents the percentage of the median adjusted gross annual income for the households. Thirty percent is not the limit if the mortgage lender is satisfied that the household can afford a higher percent.

Consideration must be given to the following groups:

(a) "Moderate Income Person" 120% of the median income; (b) "Low Income Person" 80% of the median income; (c) "Very Low Income Person" 50% of the median annual income. Non-owner occupied units should be reserved for low or very low income households as defined by the U.S. Department of Housing and Urban Development at a monthly cost (including utilities) that does not exceed 30% of the total monthly income. In addition, the County will be required to conduct an affordable housing needs assessment consistent with Chapter 9J-5.010(1)(a), (b), and (c), Florida Administrative Code in effect on January 1, 2003.

Policy III.1.1

The County shall include as part of its adopted citizen participation plan a provision to insure that representatives of the local private and non-profit housing industry be provided opportunities to participate in housing related planning activities conducted by the County.

Policy III.1.2

The County shall permit the construction of government subsidized housing only within areas which are served by public facilities which meet or exceed the adopted level of service standards established in the other elements of this Comprehensive Plan, or which are to be provided concurrently and in conjunction with proposed development.

OBJECTIVE III.2

The County shall continue to promote the maintenance of a safe and sanitary housing stock and the elimination of substandard housing conditions, as well as the establishment of provisions for the structural and aesthetic improvement of housing through adoption of

minimum housing standards and the County shall continue to rehabilitate substandard dwelling units.

Policy III.2.1

The County shall continue to enforce minimum housing standards which address the quality of housing and stabilization of neighborhoods.

OBJECTIVE III.3

The County shall continue to make available site opportunities for very low, low and moderate income families, and for mobile homes, in all Future Land Use classifications in order to provide adequate sites for very low-, low- and moderate-income households consistent with Chapter 9J-5.010(2)(f)(3), Florida Administrative Code in effect on January 1, 2003, address the creation and/or preservation of affordable housing consistent with Chapter 9J-5.010(3)(b)1, Florida Administrative Code in effect on January 1, 2003, and address adequate sites and the distribution of housing types consistent with 9J-5.010(3)(b)3, Florida Administrative Code in effect on January 1, 2003. The County shall use the resources of the State Housing Initiatives Partnership and Community Development Block Grant programs to address these needs.

Policy III.3.1

The County shall address the creation and/or preservation of housing for low- and moderate-income persons in accordance with Chapter 9J-5.010(3)(b)3, Florida Administrative Code in effect on January 1, 2003 through the use of the State Housing Initiatives Partnership and Community Development Block Grant programs.

Policy III.3.2

The County shall provide for adequate sites and distribution of housing types consistent with Chapter 9J-5.010(3)(b)3, Florida Administrative Code in effect on January 1, 2003.

Policy III.3.3

The County shall permit the location of low- and moderate-income housing and mobile homes pursuant to Section 320.8285, Florida Statutes and Chapter 553, Part IV, Florida Statutes.

OBJECTIVE III.4 The County shall continue to make provision for group homes such as Long-Term Residential Care Facilities (LTCF) or foster care facilities, as licensed or funded by the Florida Department of Children and Families, and Adult Congregate Living Facilities (ACLF) as licensed by the Agency for Health Care Administration (AHCA), to be located within residential areas or areas of residential character

Policy III.4.1 The County shall maintain standards for the location of foster care or group home facilities which are licensed or funded by the Florida Department of Children and Families and the Agency for Health Care Administration within residential areas. The standards shall consider the number of clients served, length of client stay and the intensity of services or treatment provided, and shall be consistent with the provisions of Chapter 419, Florida Statutes in effect on January 1, 2003.

Policy III.4.2 The County shall allow foster care facilities and smaller-sized group homes, characterized by smaller populations and less intensive use, in lower density residential areas, subject to special review procedures to determine consistency with community locational requirements and appropriate safeguards consistent with the requirements of Chapter 419 Florida Statutes in effect on January 1, 2003.

Policy III.4.3 The County shall allow larger-sized group homes, characterized by larger populations and more intensive use, in higher density residential areas and/or the commercial areas, subject to special review procedures to determine consistency with community locational requirements and appropriate safeguards consistent with the requirements of Chapter 419 Florida Statutes in effect on January 1, 2003.

Policy III.4.4 The County shall maintain standards which avoid concentrating group homes in order to maintain compatibility with the existing residential character of residential areas consistent with the requirements of

Chapter 419 Florida Statutes in effect on January 1, 2003.

OBJECTIVE III.5 The County shall continue to improve programs for the removal of blight and unsafe structures through the implementation of hazardous building regulations consistent with Chapter 553 (Building Construction Standards), Florida Statutes.

Policy III.5.1 The County shall continue to enforce a hazardous building code, consistent with Chapter 553 (Building Construction Standards), Florida Statutes, which shall require the rehabilitation or demolition and clearance of housing and other structures which pose a threat to public safety.

- a. The hazardous building code, consistent with Chapter 553 (Building Construction Standards), Florida Statutes, shall be remedial and shall be constructed to secure the beneficial interest and purposes which are public safety, health and general welfare through provisions dealing with structural strength, stability, sanitation, adequate light and ventilation, and safety to life and property from fire and other hazardous incident to the construction alteration, repair, removal, demolition, use and occupancy of building, structure or premises;
- b. The provisions shall apply to unoccupied and unsafe buildings and shall apply equally to new and existing conditions; and
- c. Provisions to protect classified historical structures requiring architectural and engineering plans bearing the seal of a registered professional architect or engineer shall be included.

Policy III.5.2 The County shall apply for federal and state housing assistance where it has been determined that the County has competitive standing in any ranking

process for determining program award.

Policy III.5.3 The Local Planning Agency shall study and make recommendations to the Local Governing Body regarding the conservation of existing residential neighborhoods, when such neighborhoods are being considered for Future Land Use Plan Map amendments.

OBJECTIVE III.6 The County shall continue to encourage the restoration or rehabilitation for adaptive reuse of historically significant housing through the implementation of regulations which protect significant historic housing.

Policy III.6.1 The County shall continue to enforce provisions which protect significant historic housing through maintenance requirements and where appropriate, adaptive reuse.

OBJECTIVE III.7 The County shall continue to treat persons displaced by governmental action on a uniform and equitable basis by incorporating uniform relocation provisions.

Policy III.7.1 The County shall require the availability of relocation to persons displaced by governmental action to comparable housing which meets minimum standards at affordable cost, prior to their displacement.

OBJECTIVE III.8 The County shall assist in the planning of the housing assistance programs of the Housing Authority.

Policy III.8.1 The County through the implementation of the citizen participation plan shall provide opportunities to the Housing Authority and the private sector to participate in planning for the provision of a supply of housing to accommodate the full range of life stages and economic capabilities of the County's residents.

OBJECTIVE III.9 The County shall encourage energy efficiency in the design and construction of new residential housing.

Policy III.9.1 The County shall develop an incentive program to encourage residential construction that meets the

energy efficiency criteria of the United States Green Building Council (USGBC) Leadership in Energy and Environmental Design (LEED) rating systems, Florida Green Building Coalition (FGBC) certification, US Environmental Protection Agency (EPA) Energy Star program, or a similar third-party green building certification. The incentive program may include educational materials, expedited permitting, and/or public recognition.

Policy III.9.2

The County shall not prohibit the use of energy-efficient or alternative-energy practices for residences, such as photovoltaic panels, passive solar orientation of buildings, or strategic placement of landscaping materials to reduce energy consumption.

Policy III.9.3

The County shall continue to enforce the minimum energy efficiency requirements of the Florida Building Code through administration of the County's Land Development Code.

Appendix C: Joint Agreements/Contingency Funding Documentation/Interlocal Agreements

Not Applicable

Appendix D: Historic Preservation Documentation

Not Applicable

Appendix E: Leverage Documentation

MALCOLM PAGE
District 1

MARK WIGGINS
District 2

LONNIE HOUCK
District 3

PAM FEAGLE
District 4

PATRICIA PATTERSON
District 5



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

February 18, 2014

Mr. Bob Dennis
Community Program Manager
Department of Economic Opportunity
Florida Small Cities CDBG Program
107 East Madison Street
Tallahassee, Florida 32399-4120

Re: Florida Small Cities Community Development Block Grant (CDBG) FFY 2013 Application
Taylor County, FL

Mr. Dennis:

The Taylor County Board of County Commissioners is pleased to commit \$125,000 from the County's SHIP funds to the CDBG Housing Rehabilitation project contingent upon funding from the Department. These funds will be spent in an area of addressed needs after the date of the site visit and prior to administrative closeout.

We look forward to working with your department on this project.

Sincerely,

A handwritten signature in blue ink, appearing to read "Malcolm Page".

Malcolm Page
Chairperson
Taylor County Board of County Commissioners



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

RESOLUTION 2014-01- NIA

A RESOLUTION AUTHORIZING THE TAYLOR COUNTY BOARD OF COUNTY COMMISSIONERS TO MAKE APPLICATION TO THE STATE OF FLORIDA, DEPARTMENT OF ECONOMIC OPPORTUNITY, SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT, FFY 2013; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, Taylor County is experiencing a need for physical improvements in one or more neighborhoods; and

WHEREAS, Taylor County is experiencing a need for economic improvement and sustainability; and

WHEREAS, it is the desire of the Taylor County Board of County Commissioners that local residents be assisted in creating an improved living and working environment in these areas.

NOW THEREFORE BE IT RESOLVED THAT THE TAYLOR COUNTY BOARD OF COUNTY COMMISSIONERS, PERRY, FLORIDA authorizes the CHAIRMAN, COUNTY ADMINISTRATOR to act in connection with the grant and is authorized to sign correspondence and documents on behalf of the County;

SECTION 1. That the Small Cities Community Development Block Grant (CDBG) program is declared to be a workable program for providing needed physical improvements to benefit the low-to-moderate income residents indicated in the FY 2013 CDBG application.

SECTION 2. The Taylor County Board of County Commissioners hereby directs the Chairman to sign all necessary certifications of the CDBG application.

SECTION 3. The Taylor County Board of County Commissioners directs the Chairman to execute and submit the CDBG application to the State of Florida, Department of Economic Opportunity for approval and in their absence directs the Vice Chairman to execute the application and all subsequent documents.

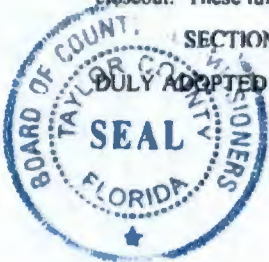
SECTION 4. That the County Chief Administrator or the Vice Chairman in his/her absence, is authorized and directed to submit additional information in a timely manner as may be required by the State of Florida, Department of Economic Opportunity.

SECTION 5. The proposed CDBG application is consistent with the local comprehensive plan.

SECTION 6. The Taylor County Board of County Commissioners commits \$125,000.00 in County SHIP funds as leverage to the FFY 2013 CDBG project contingent upon receiving an award from the Department of Economic Opportunity. These funds will be expended in an addressed needs service area after the date of the site visit and prior to administrative closeout. These funds being committed as leverage within the FFY 2013 CDBG application are currently available.

SECTION 7. This resolution shall take effect immediately upon its passage.

DULY ADOPTED in regular session this 18 day of February, 2014.



ATTEST:

Annie Mae Murphy

Annie Mae Murphy, Clerk

BOARD OF COUNTY COMMISSIONERS
TAYLOR COUNTY

Malcolm V. Page
Malcolm Page, Chairman

Appendix F: Grant Application Preparation

Not Applicable

Appendix G: Readiness to Proceed Documentation

Not Applicable

Appendix H: VLI/LMI Worksheets or Census Data and/or Census Maps

Not Applicable

Appendix I: Health and Safety Impact Documentation

Not Applicable

Appendix J: Local Governing Body's Resolution for Signature Designation



TAYLOR COUNTY BOARD OF COUNTY COMMISSIONERS

ANNIE MAE MURPHY, Clerk
Post Office Box 620
Perry, Florida 32348
(850) 838-3508 Phone
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Post Office Box 167
Perry, Florida 32348
(850) 584-4113 Phone
(850) 584-2433 Fax

RESOLUTION 2014-01- N/A

A RESOLUTION AUTHORIZING THE TAYLOR COUNTY BOARD OF COUNTY COMMISSIONERS TO MAKE APPLICATION TO THE STATE OF FLORIDA, DEPARTMENT OF ECONOMIC OPPORTUNITY, SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT, FFY 2013; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, Taylor County is experiencing a need for physical improvements in one or more neighborhoods; and

WHEREAS, Taylor County is experiencing a need for economic improvement and sustainability; and

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SECTION 5. The proposed CDBG application is consistent with the local comprehensive plan.

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DULY ADOPTED in regular session this 18 day of February, 2014.



ATTEST:

Annie Mae Murphy

Annie Mae Murphy, Clerk

BOARD OF COUNTY COMMISSIONERS
TAYLOR COUNTY

Malcolm V. Page
Malcolm Page, Chairman

Appendix K: Housing Assistance Plan

**Community Development Block Grant
Housing Assistance Plan
for
Taylor County**

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I. INTRODUCTION

This manual is a guide for operating the housing rehabilitation related aspects of **Taylor County** Community Development Block Grant (CDBG) program. The responsibilities of **Taylor County** the homeowner, construction contractor and the Housing Rehabilitation Specialist are specifically addressed in this manual. The major focus of this manual is on housing rehabilitation, demolition/clearance and replacement of dwellings. Relocation of households is also covered to a limited extent. The Anti-displacement Policy should be consulted if displacement or permanent relocation becomes necessary.

The goal for the CDBG program is to rehabilitate substandard units located in **Taylor County** and to bring them up to a minimum acceptable living standard. This standard is the HUD Section 8 Minimum Housing Quality Standard and the Florida Building Code. This goal will be achieved through the use of CDBG funds to contract for the required rehabilitation construction. The rehabilitation units to be assisted shall be owner-occupied.

II. HOUSING REHABILITATION OBJECTIVES AND POLICIES

A. Objectives

The objectives of the **Taylor County** Housing Rehabilitation Program are:

1. To encourage the revitalization of very low to low-to-moderate income neighborhoods through a Housing Rehabilitation Deferred Payment Loan (DPL) Program.
2. To remove unhealthy or hazardous conditions in low-to-moderate income households.
3. To use Community Development Block Grant rehabilitation grant funds as a catalyst to encourage residents of low-to-moderate income neighborhoods to improve their community.
4. To preserve existing housing stock, or replacement of substandard housing.
5. To enable low-to-moderate income families to rehabilitate their homes by providing financial and technical assistance to those unable to obtain private financing.
6. To reduce utility costs and to improve the comfort of very low to low-to-moderate income families through weatherization aspects of rehabilitation.

7. To improve the property tax base in low-to-moderate income neighborhoods.
8. To increase employment and training opportunities for local residents and minority persons through the provision of funds for the rehabilitation of homes.
9. To make homes accessible to elderly/handicapped occupants as may be required by code, accessibility requirements, and as good judgement may dictate.
10. To minimize impact of program participation on recipients and to limit direct costs encountered because of program participation.
11. To incorporate the following "Green" Rehabilitation Standards
 1. Any appliances replaced or installed shall be Energy Star.
 2. Any door and/or window replaced or installed shall be Energy Star.
 3. Any lighting fixture replaced or installed shall be Energy Star.
 4. Weatherization of all homes rehabilitated. At a minimum, weatherization shall include attic, and if appropriate, floor insulation as well as sealing all exterior walls. Other weatherization activities are at the local government's option. (New home construction is presumed to meet the minimum insulation and sealing requirements.
 5. Any replaced or new (for new home construction) HVAC unit shall have a SEER rating of at least 14.

B. Rehabilitation Policies

It is the policy of the **Taylor County** Rehabilitation Program to:

1. Assure that the Program is administered in strict conformance with the community development and rehabilitation rules and all applicable local, state and federal requirements (including equal opportunity, conflict of interest, etc.)
2. Treat all participating property owners, residents, and contractors fairly, with sensitivity and respect for their needs, and in accordance with program rules.
3. Provide all program participants any reasonable assistance necessary to carry out the objectives of the program, bearing in mind:
 - 1) that property owners hold the primary responsibility for maintaining their property and personal finances.

- 2) that contractors are primarily responsible for the quality of their work and their obligations to suppliers, creditors, subcontractors, and employees; and
 - 3) that any assistance provided must be authorized at the proper level.
4. Assure that no member of the Congress of the United States, the Citizen Advisory Task Force or the **Taylor County Board of County Commissioners** shall share in proceeds or benefits of CDBG funded rehabilitation work.
 5. Allow some flexibility in administering the program in order to meet the program's goals and objectives of rehabilitating each addressed dwelling to attain HUD Section 8 Minimum Housing Quality Standards and the Florida Building Code. The **Taylor County Board of County Commissioners** may waive program rules only when the result will be consistent with established goals and objectives and applicable federal, state, or local regulations.
 6. Housing rehabilitation will be the first priority, with housing replacement units being addressed when program funds are available.

C. Identification of Units

Housing Rehabilitation will take place only on units approved by **Taylor County** and in accordance with grant requirements established by the State of Florida. Alternate units may be provided to replace any primary units that may become ineligible. **Taylor County** will solicit applications either from other housing assistance providers that have knowledge of need within **Taylor County**, by placing notices in public areas throughout **Taylor County** and/or by advertising in publicly circulated publications. **Taylor County** will review applications received using the following selection criteria:

1. Has the recipient previously been furnished assistance and, if so, when and under what circumstances? A former recipient cannot be assisted for ten years and, in any event, will not be served again until all other eligible recipients have received assistance.
2. Number of persons in the family and the family income.
3. Type of construction (i.e., block, manufactured home, wood frame, etc.), state of deterioration of the residence, and estimated cost to rehabilitate as compared to 1) average residence cost calculated in the application and 2) the value of the residence after rehabilitation. Assistance for mobile or manufactured housing will be included in the program, but will be restricted to replacement of said structure with a site built home, unless specifically prohibited by local or state regulations.

4. Location of the residence with reference to defined areas, i.e., floodplain, zoning, incompatible use, etc.
5. Applicants located in Special Flood Hazard Areas (flood plains) designated as "A" or "V" zones shall be ranked behind non-flood plain applicants
6. Compatibility (consistency) of the proposed residence rehabilitation with the local comprehensive plan and/or land development regulations.
7. Is the recipient current on payments to the local government (i.e., garbage/trash bill, utility bills, taxes, etc.) and mortgage/lien holders?
8. Recipients' willingness to maintain reasonable standard of care and maintenance to protect and enhance the investment by meeting local nuisance, trash, and other environmental or health codes.
9. Does the recipient have clear title to the property?
10. Is the structure more than 50 years old? The applicant shall indicate on the application form whether to his/her knowledge the structure is older than 50 years old. If he/she answers yes or if other evidence suggests the structure is more than 50 years old, **Taylor County** must notify the State Bureau of Historic Preservation and receive written approval for the rehabilitation. Property appraiser, tax records, or other government agencies records will be researched to verify the age of the structure.
11. In addition to the above, the following priority ranking in Appendix A shall be strictly adhered to in the selection of qualifying applicants.
12. This program will not assist in the rehabilitation or replacement of rental housing structures.

D. Approval of Ranking, and Removal of Units from the Program

The Housing Rehabilitation Specialist and the Project Administrator shall review and rank the applications based on the criteria attached as Appendix A. This ranking shall be reviewed and approved by the Citizen Advisory Task Force, and their recommendation to the local governing body for their approval. The application process will have a noticed cut off date for the receipt of applications. Applications received after that date shall be considered on a first come, first served basis after the primary list of applicants has been considered.

The Housing Rehabilitation Specialist or the Project Administrator may remove a housing unit from the program for a change in household income, approved selection criteria, or for not complying with the minimum qualification procedures. If it is determined that it is necessary to remove an applicant from the program, a certified

letter will be sent to the applicant stating the reasons for the removal. The applicant will have the right to appeal the decision as identified in the Citizen Participation Plan.

III. CONFLICT OF INTEREST

Although addressed in other places in this Policy, adherence to rules and regulations on this matter is mandatory. All applicants that may have a business or familial relationship with a member of the **Taylor County** Commission, Citizen Advisory Task Force Committee, Housing Rehabilitation Specialist, Program Administrator, or participating construction contractors must fully disclose this relationship on the Application and definitely before a construction contract is executed. In addition, all beneficiary names must be disclosed at the regular meetings of the **Taylor County** Commission and the Citizen Advisory Task Force (CATF) as selection of beneficiaries occur, and these names must be included in the minutes of both the Council and the CATF meetings. The **Taylor County** Commission and CATF members must disclose any relationship with an applicant and must abstain from any vote related to that applicant. As soon as a final ranking of the applications is made, that ranking and any cases of conflict of interest must be made known at a meeting of the **Taylor County** Commission. Before an applicant with a potential or real conflict is given final approval for participation, **Taylor County** must notify the Department of Community Affairs (DCA) in writing. Prior to any rehabilitation, **Taylor County** must receive written notification of DCA's approval of the application, in accordance with 24 C.F.R. Section 570.489. If this process is not followed the local government and/or the applicant may be liable for returning the funds to the program.

IV. HOUSING REHABILITATION FINANCING

The Housing Rehabilitation Program provides financing to homeowners in the form of 100% Deferred Payment Loans, the amount of which shall include the accepted bid amount plus a contingency reserve.

A. *Deferred Payment Loans (DPL)*

Deferred Payment Loans are conditional grants, and are provided to homeowners who are unable or unlikely to obtain conventional financing due to their income limits. The Deferred Payment Loan (DPL) involves a security instrument (lien) requiring repayment of the loan only if the homeowner sells or transfers ownership of the rehabilitated home, ceases to use it as his/her primary residence within five years of the date of the DPL, or fails to maintain reasonable required standards of care and maintenance. During the five-year period, the principal is "forgiven" or subtracted from the principal balance in equal monthly amounts, so that at the end of the fifth year of owner occupancy (by at least one of the recipients if owned jointly), the loan is fully amortized. There is no interest charged during the five years.

In the event that the sole owner dies or both/all owners die within the five-year loan period, repayment of the loan will not be required.

If repayment of a DPL becomes due, the prorated principal balance will be due in full within thirty (30) days of the sale/transfer of ownership or the owner's cessation of primary residence at the property. If the owner is unable to make such payment, the **Taylor County Board of County Commissioners** may, at their discretion, allow repayment of the DPL over a term not to exceed ten (10) years, at a yield of not more than six percent (6%) interest per annum.

Homeowners whose household incomes do not exceed the HUD Section 8 low-to-moderate income limit will receive a Deferred Payment Loan for 100% of the cost of rehabilitation.

The maximum DPL for an owner-occupied single family dwelling is \$80,000. The owner-occupied units in a two to four unit dwelling may receive a DPL of up to \$60,000 per unit. The owner/occupant of a multi-family dwelling must finance any required rehabilitation of the remaining unit(s) through private funding.

If rehabilitation costs require more than \$60,000 and the owner is unable to finance the additional cost, the dwelling unit may be disqualified unless alternative funding is available. Grant application scoring indicates an average rehabilitation amount that is to be attained. Very high costs frequently adversely impact other units planned for rehabilitation, therefore the ability to maintain the necessary average must enter into the decision process.

As a general policy, a contingency amount of about 5% should be placed on reserve for change orders. Exceptions may be made to this rule if the owner provides a firm commitment to pay for all required changes exceeding the authorized loan limit or if the Administrator determines that the situation does not require a contingency fund.

B. *Scope of Rehabilitation Assistance*

CDBG financing of housing rehabilitation is available for the following purposes:

1. correcting local housing code (Florida Building Code) and Section 8 standard violations;
2. providing cost effective energy conservation features;
3. provide reasonable repairs and modifications to make the dwelling accessible to handicapped and elderly occupants as necessary and technically feasible; and

4. correcting health and/or safety violations that may be present, including replacement of dilapidated or malfunctioning stoves or refrigerators and interim controls or abatement of lead-based paint hazards;

New construction (adding a room or closing in a carport, etc.) is eligible for rehabilitation financing only to eliminate over-crowding or to provide bathroom or laundry hook ups. General property improvements are eligible for program funds when necessary to obtain an accurate level of utility, to decrease high maintenance costs, or the elimination of blight. Examples of eligible general property improvements include installation of cabinets and linen closets, functional changes in room layout, replacement of unapproved or damaged floor covering, and enclosure of a porch for use as a bathroom where the dwelling does not have adequate interior space.

Some general property improvements may be provided at the owner's expense. Other additional improvements, above those required to achieve minimum standards, are optional and at owner expense. The cost for any such improvements shall be borne totally by the owner who must deposit the funds with the local government before the improvements begin if the improvements are to be a part of the rehabilitation contract.

General property improvements that are paid for by the property owner must be included in the Contract for Rehabilitation that is developed and administered by the Housing Rehabilitation Program. However, ineligible new construction must be contracted separately. The property owner must also deposit the necessary funds to cover the additional improvements into the local government's program account. This must be done prior to construction. Otherwise, the addition items will not be included in the construction. Furthermore, any construction not covered in the construction contract will be inspected by the local Building Inspector but will not be inspected by the Housing Rehabilitation Specialist.

V. QUALIFICATIONS

A. General

In order for a homeowner to be eligible for rehabilitation assistance, the following criteria must be met:

1. Total Household income must not exceed the low-to-moderate limits set for the HUD Section 8 program at the time assistance is provided.
2. The owner must possess and provide clear title to the property, although it may be jointly owned and the property may be mortgaged. Ownership through life estate, heir property or other legal satisfactorily documented ownership is considered satisfactory for program participation. Providing proof of title is an owner responsibility and expense.

3. The owner must reside in the dwelling to be rehabilitated for at least one year prior to the time of application.
4. Property tax, mortgage payments and utility bills must be current and ownership must not be jeopardized by any other threat of foreclosure, default or clouded title.
5. The property must be fully insured for flood insurance if the home is in the 100-year flood plain. Flood insurance must remain in effect until Administrative Closeout of the Grant Agreement. Any unit to be addressed with rehabilitation funds must be elevated to at least 1' above base flood elevation (or to local code) whichever is greater.
6. All applicants that may have a business or familial relationship with a member of the **Taylor County Board of County Commissioners**, the Citizen Advisory Task Force Committee, Housing Rehabilitation Specialist, Program Administrator and participating construction contractors must fully disclose this relationship at the time of the application, at the point in time in which the conflict occurs, and definitely before a construction contract is executed.
7. If a boundary survey is required, the owner is responsible for providing necessary proof or documentation at the owner's expense.
8. Residents and owners of rental property are not eligible to participate in the program.

B. Household Income

The following rules are applicable in determining household income:

1. The gross income of all household members occupying the dwelling is included in calculating household income. However, wages earned by dependent minor children (under 18) are not included in total.
2. Rent or other household support contributed by non-household occupants of a dwelling is included in household income.
3. The owner's assets, with the exception of the home in which he/she resides and personal property such as an automobile, will be considered in determining eligibility. The actual annual income from the asset will be calculated as part of the total household income. Inclusion of such assets, if any, will be in strict accordance with 24 CFR 813.106 and any current modification thereof.

VI. STRUCTURAL REQUIREMENTS

A. General

In addition to owner eligibility requirements for participation in the Housing Rehabilitation Program, the dwelling must be:

1. below Section 8 Minimum Housing Quality Standards; and
2. feasible for rehabilitation. In order for a house to be considered feasible for rehabilitation, proposed construction must:
 - a) correct all violations of the local housing code and Section 8 standards;
 - b) provide interim controls or abatement for lead-based paint hazards as required by HUD and EPA for structures constructed prior to 1978 that will be assisted by the program. All houses built prior to 1978 will be tested for lead based paint. If lead based paint is found, interim control procedures will be used for all houses rehabilitated at or below \$25,000. Houses above \$25,000 will be rehabilitated using abatement procedures. The occupants will be notified of the hazards of lead-based paint, the symptoms and treatment of lead poisoning, how to avoid poisoning, lead level screening requirements, and appropriate abatement procedures;
 - c) meet applicable local zoning requirements, as well as local, state, and federal housing code requirements for rehabilitation work;
 - d) leave at least 20% of the original structure based upon the formula provided in this chapter;
 - e) not exceed the program costs noted in this chapter; and
 - f) be made reasonably accessible to handicapped/elderly occupants, when the unit is occupied by such.
 - g) New Construction or substantial improvement of any residential building (or manufactured home) located within the 100 year flood plain shall have the lowest floor, including basement elevated no lower than (1) foot above the base flood elevation (or per local code). Should solid foundation perimeter walls be used to elevate a structure, openings sufficient to facilitate the unimpeded movements of flood waters shall be provided.

B. Structural Integrity

Rehabilitation requires that at least 20% of the original structure remain after construction, based upon the following formula. Three (3) major components of the house are considered, with each component weighted to total 100% of the structural value of the house. These components and ratios are: roof - 20%, exterior walls - 60%, and flooring system - 20%.

As an illustration, if 50% of the roof must be replaced, 50% of the walls must be replaced, and 25% of the flooring system (including framing) must be replaced. The factors are then ratioed based on the 20/60/20 formula, so that 50% replacement of the roof is equal to replacing 10% of the structure, 50% replacement of the exterior walls equals 30% replacement of the structure, and 25% replacement of the flooring system equals 5% replacement of the structure. Thus, replacement equals 10%, plus 30%, plus 5%, or a total of 45% of the structure. This leaves 55 % of the original structure, indicating that the structure is feasible for rehabilitation.

This calculation will be performed by the Housing Rehabilitation Specialist. Should significant deterioration occur between application and time the unit is scheduled for rehabilitation, the unit will be re-evaluated for continued eligibility and a decision made by the Housing Rehabilitation Specialist whether to replace it with an alternate unit or to request a change in type of rehabilitation (demolition, permanent relocation, etc.) in accordance with current DCA contract requirements.

C. Cost Feasibility

As an additional means of guarding against program penalties for substantial reconstruction of a dwelling, the following cost limits are applicable to all rehabilitation areas. These limits are above the allowable CDBG financing limits and assume requirements for owner contributions or leveraging. The limits may be exceeded for rehabilitation costs when alternative funds are available for leveraging but must be specifically approved by the **Taylor County Board of County Commissioners** as exceeding the described limits.

\$80,000 per single family detached house
\$60,000 per unit of a two-to-four unit complex
\$52,000 per unit of a triplex or quadraplex

In addition, the cost of rehabilitation and improvements may not exceed the after-rehabilitation value of the dwelling. For site-built dwellings, the total cost of rehabilitation (plus other improvements, if any) may not exceed \$40 per square foot of dwelling space, excluding septic tank, well, or water/sewer hook-ups, which is less than the cost of new construction and will be assumed to meet the cost/value limit.

VII. PROCEDURES

A. Application and Inspection

Each property owner who applies for rehabilitation assistance is initially screened to determine whether he/she is eligible for a 100% Deferred Payment Loan. A preliminary inspection is then conducted to determine feasibility of rehabilitation.

If either the owner or the structure does not meet eligibility requirements for program participation, the Housing Rehabilitation Specialist will reject the application. A written rejection notification will be sent to the owner via certified mail and the local government designated representative within ten (10) days stating the reason for rejection.

If both the owner and the house appear to be eligible for program participation, the application/verification process continues. A work write-up with cost estimate is developed by the Housing Rehabilitation Specialist and approved by the property owner. The cost estimate for the job is considered confidential information until bid opening.

If special financing arrangements (such as the owner covering excessive costs or general property improvements) are required or anticipated, arrangements must be made prior to bidding to prevent soliciting bids on a case that cannot be financed. When the case receives preliminary approvals, bids are solicited for the job.

B. Bidding

Bidding of potential cases is conducted by the Housing Rehabilitation Specialist. Owners review the pre-approved list of eligible contractors before their cases are sent out for bids. Owners have the right to remove any contractor(s) from the list of prospective bidders for their case, as long as at least three (3) eligible contractors are allowed to bid. The owner must be willing to justify the removal of contractor(s) from the bidding list. Owners may also request additional contractors as bidders. If these owner-requested contractors submit the contractor application and are approved by the designated representative and are otherwise eligible, they may be added to the bidders list and bid on the case. The administrator makes maximum effort to ensure participation by minority contractors.

No housing unit owner or occupant, or employee or immediate relative of the same, either personally or corporately, shall serve as a contractor or sub-contractor to

be paid with CDBG funds for the rehabilitation of said building, nor shall they be paid for their own labor with CDBG funds for the rehabilitation of said building.

A notice is sent to each eligible bidder to inform them of the job. Bidding notices will be posted at primary governmental buildings to the maximum practical extent. Newspaper advertising for individual jobs is not preformed, as contractors must be pre-qualified.

Each contractor must attend a pre-bid conference held at the house to be rehabilitated or inspect the house under the owner's supervision. Failure to do so will result in automatic rejection of his/her bid(s) for the house(s).

Sealed bids will be opened at a public bid opening. The Housing Rehabilitation Specialist will generally recommend that the contract be awarded to the lowest responsible bidder within plus or minus fifteen percent (15%) of the cost estimate.

Taylor County and owner reserve the right to reject any and all bids and to award in the best interest of the owner and **Taylor County**. The owner must approve the bid award prior to signing contracts.

Each contractor must satisfactorily complete one job through the Housing Rehabilitation Program before receiving any additional contracts. No contractor will be allowed to have more than two (2) jobs under construction at one time without consent of the local government designated representative unless:

- 1) the anticipated date of commencement is after the scheduled and estimated date of completion of current jobs; or
- 2) the contractor has demonstrated, through past performance, his/her ability to satisfactorily complete multiple contracts in a timely manner thereby causing no impact on project and program completions.

This rule may be waived by the **Taylor County Board of County Commissioners** if it is determined that there is an inadequate pool of qualified bidders, if the other bids are excessive, or if other extenuating circumstances arise.

C. Contracting and Rehabilitation

The Housing Rehabilitation Specialist presents each case to the **Taylor County** designated representative before the DPL and contract are signed. The DPL amount, contract amount, contractor and owner eligibility are all approved by the designated representative.

The rehabilitation contract is executed between the homeowner and the contractor when the rehabilitation DPL is closed, with the three (3) day rescission period

running simultaneously for both legal agreements. Rehabilitation Agreements (for DPL's) are executed by the designated representative authorized to act on behalf of the Taylor County Board of County Commissioners.

The DPL and the Notice of Commencement are recorded immediately. The program pays for recording of the Agreement. The filing of the Notice of Commencement shall be the responsibility of the Contractor.

The Notice to Proceed is issued to the contractor as soon as possible after the rescission period elapses. When temporary relocation of the occupants is required, the Notice to Proceed will be delayed until the house is vacated. The contract time of performance (generally 30 - 45 days) begins with issuance of the Notice to Proceed.

D. Inspections

Periodic inspections of the rehabilitation construction are performed by Taylor County and the Housing Rehabilitation Specialist throughout the contract period. These inspections are conducted to assure compliance with the contract standards for workmanship and materials, to detect any unauthorized deviations and to identify necessary changes to the contract work in its early stages.

Inspection and approval of completed work must be conducted by the Housing Rehabilitation Specialist prior to the contractor's receiving partial or final payment. The owner's acceptance of the work is also required before payment is received.

E. Change Orders

Any additions to, deletions from, or changes in the rehabilitation contract work, time, or price must be approved in a written change order before the additional work is started. The change order is executed by the owner and contractor and is approved by the Housing Rehabilitation Specialist and the designated representative. Change orders may be issued to correct code deficiencies or to obtain any other desired change in the work. CDBG funds can only be for change orders that correct code violations as documented by the local building official, a bonafide code violation report, or to meet Section 8 housing quality standards found after construction begins. Other changes will be at the owner's expense.

F. Payment

Contracts of \$10,000 or less will not be paid until the contractor has completed the job. Contracts in excess of \$10,000 allow a partial payment upon satisfactory completion of 60% of the work, with a retainage of 20% of the completed contract amount. Completion of 61% - 90% of the work allows a partial payment less a retainage of 20% of the full contract amount. Depending on extenuating circumstances

and contract balance, a second partial payment may be authorized at the recommendation of the Housing Rehabilitation Specialist, designated representative and the Administrator.

<u>Construction Completion</u>	<u>Payment Schedule</u>	<u>Percentage of Funds Paid</u>
Less than 60%		0 %
60%		40%
100%		80%
100%		100%-After Certificate of Occupancy is issued and all punch list items are completed

Approval of a partial payment requires:

1. a determination by the Housing Rehabilitation Specialist and the designated representative that the claimed percentage of completion of the work has been satisfactorily completed. Payment will be issued for the amount claimed less retainage depending on the physical progress as long as the contract funds remaining are sufficient to complete the work in the event of default by the contractor;
2. approval of the work by the owner; and
3. an affidavit from the contractor stating that either:
 - (a) there are no claims for unpaid goods and/or services connected with the job and all laborers, suppliers and subcontractors have received just compensation for their goods and services up to the date of the request (as evidenced by full or partial waiver of lien from subcontractors); or
 - (b) a list of all unpaid parties and the amounts owed to each has been submitted with the request.

The final payment approval requires:

1. acceptance of all work by the property owner, the Housing Rehabilitation Specialist, and designated representative;
2. submission of all manufacturers' and other warranties (i.e., appliances, roofing, extermination, contractor's warranty covering the entire job for one year, etc.);

3. waivers of liens from all subcontractors, all parties who were not paid when the contractor received partial payment, and from any other party supplying notice;
4. a certificate of occupancy or final approval from the Building Inspector to show compliance of the rehabilitation work with the locally adopted building (and other applicable) code requirements;
5. completion of all punch list items; and
6. an affidavit from the contractor stating that all bills have been paid and there are no claims for subcontracted jobs or materials, or any outstanding Notice to Owner.

If the owner refuses to authorize payment due to a dispute with the contractor, the Program Administrator may recommend disbursement without the owner's approval if the claim is shown to be without merit or inconsistent with policies and the goal of the program. Such disbursement shall be issued only after the Program Administrator has reviewed the facts and circumstances involved in the dispute and has determined that the owner's refusal to issue payment is without just cause. A record of all pertinent information shall be presented to the Citizen Advisory Task Force for their review in accordance with the Complaint Procedures set forth in its Bylaws. The **Taylor County Board of County Commissioners** has the authority to uphold, rescind or reverse a previous CATF determination. An appeal of the local determination/decision made by the **Taylor County Board of County Commissioners** should be filed with the Department of Community Affairs, as set forth in the CATF policies and procedures. Sufficient documentation to this effect shall be placed in the case file.

G. *Disputes and Contract Termination*

Disputes, the owner's right to stop work, and termination of the contract by the owner or contractor shall be as authorized in the Contract for Rehabilitation.

H. *Follow-Up*

After completion of the contract, it is the owner's responsibility to notify the contractor in **writing** of any defect in the work or material. The owner is also requested to notify the Housing Rehabilitation Specialist or the Program Administrator of any complaints to the contractor so assistance in follow-up can be provided. If the contractor does not respond to the owner's written complaint within a reasonable time frame and in a satisfactory manner, the Administrator will verify the complaint. If the Program Administrator judges the complaint to be valid, he/she will send written request for warranty service to the contractor and a copy to the designated representative. The contractor will then take action as monitored by the owner and the Housing

Rehabilitation Specialist. Upon receiving notice from the owner that the complaint has been satisfied, the Housing Rehabilitation Specialist will inspect the work and make such note in the case file. Failure to resolve complaints shall be justification for removing a contractor from participation with the program.

VIII. CLEARANCE/PERMANENT RELOCATION/DEMOLITION RELOCATION

A. General

Permanent Relocation and/or Demolition Relocation are synonymous terms used in the rehabilitation program when a home is unsound and not suitable for rehabilitation based on the structural integrity criteria. Homeowner eligibility requirements are the same as for rehabilitation. Further policies are included in the local Anti-displacement and Relocation Policy.

B. Clearance

Requirements are identified by the Housing Rehabilitation Specialist and are included in the replacement unit bid package. In this way, the same contractor is responsible for site cleanup and preparation as for provision of the replacement unit. Disposal of debris and associated activities are also included if this method is utilized. When demolition or clearance is conducted separately, bid packages are prepared with procedures following those identified for rehabilitation in this manual.

C. Permanent Relocation/Demolition Relocation

This activity involves replacement of an eligible owner occupied unit that is beyond economic repair. **Taylor County Board of County Commissioners** will decide with the Housing Rehabilitation Specialist on a case-by-case basis whether to utilize a slab "site built" replacement unit, a prefabricated unit, or a modular home. Decision items will include budget, zoning, replacement requirements, cost estimates, and a number of other items that may vary case-by-case.

Once the decision is made, the Housing Rehabilitation Specialist prepares bid specifications based on owner input from review of available plans from the contractors. Bidding contracting and inspections then proceed as in the rehabilitation process.

D. Differences

A major difference in this type of rehabilitation assistance is that the DPL issued is not for the full value of the replacement unit. The value of the DPL is based on a calculation that takes the difference between the assessed value of the original unit (real property not included) and the actual cost of the new unit (without real property). The difference is the value of the DPL. This is because the dilapidated unit that was demolished

belonged to the owner and is being replaced on a one-for-one basis. Ownership of the replacement unit is vested directly to the owner with no interest on the part of the local government (except for the DPL). Generally, the local government will accept interim ownership of mobile homes to save program costs (taxes) with transfer to the owner as soon as possible.

2. No partial payment is provided for modular replacement units, as the time frame to complete the transaction is relatively brief. The contractor is paid in full upon satisfactory completion of work and providing of warranties. Partial payments are utilized for site built homes along the same lines as for rehabilitation work.

3. Program disbursements are made from the local CDBG operating account. As a result, attention must be paid to the ordering and receipt of funds, to ensure that disbursements are made in a timely manner and that the federal three-day rule is not violated.

4. Cost feasibility limits are based on number of bedrooms to be provided for site built homes. These limits that may not be exceeded without approval from the **Taylor County Board of County Commissioners** are:

- (a) four or more bedrooms - \$90,000
- (b) three bedrooms - \$85,500
- (c) two bedrooms - \$82,500

In the case of replacement of existing mobile/manufactured homes, the limit will be based upon the acceptable bid price of a replacement home of comparable size. If the existing home is inadequately sized, the replacement home will be sized to include the appropriate bedrooms needed to meet Section 8 and/or local housing code requirements for occupancy. In no case will the total assistance be greater than those limits listed above.

Necessary site improvements, including water supply, sewage disposal, and clearance, will also be provided along with the actual dwelling replacement.

Budgetary and scoring constraints, as well as priorities for assisting other households, may dictate that some homeowners will be offered less than the maximum amounts shown hereto, even if their demolition and replacement housing costs are above the offered amount. In these cases, homeowners must provide non-CDBG funds from other sources, or they may decline the offer and withdraw from the program. If the offer is declined, no CDBG funded demolition will occur.

IX. CONTRACTOR LISTING

The Housing Rehabilitation Program will establish and maintain a current listing of eligible contractors for bidding on all phases of the program. Only those contractors who are so listed will be considered for work on this program. Establishment of this list will include maximum effort to utilize local and minority contractors.

A. *Recruiting*

Contractors residing or maintaining offices in the local area will be recruited through public notice to all such contractors, as part of the local government's compliance with Federal Section 3 requirements. This special effort will be based upon the list of contractors licensed in the jurisdiction including residential, building and general contractors. Letters sent to contractors, or advertisements placed soliciting them, will be placed in the appropriate program file.

The contractor listing will include all local contractors who apply and are determined eligible based upon program qualification standards.

If the pool of local contractors is inadequate to provide a sufficient pool of contractors willing and qualified to perform the rehabilitation work at prices that are considered reasonable and comparable to the prepared estimate, other contractors will be solicited. Maintenance of a pool of competitive, qualified, and capable contractors is essential to program completion.

B. *Contractor Eligibility*

In order to participate in the Housing Rehabilitation Program, a contractor must be certified as eligible by the Administrator of Housing Rehabilitation and by the Florida Department of Community Affairs.

Basic contractor qualifications include:

1. Current license(s) with the appropriate jurisdiction;
2. A satisfactory record regarding complaints filed against the contractor at the state, federal or local level;
3. Insurance: Contractor's Public Liability Insurance in an amount not less than \$1,000,000 aggregate coverage. A certificate evidencing Worker's Compensation insurance in statutory limits in accordance with Florida law. A certificate evidencing Auto Insurance including bodily injury in an amount not less than \$1,000,000 per accident and in the aggregate. A certificate evidencing General Liability insurance covering bodily injury, including death and property damage, in an amount not less than

\$1,000,000 combined single limit per occurrence. Copies of certificates shall be provided to the County. The Contractor shall provide the County with a certificate of insurance from the insurer guaranteeing ten (10) day notice to the Housing Rehabilitation Program before discontinuing coverage.

4. A satisfactory credit record, including:
 - (a) references from two (2) suppliers who have done business with the contractor involving credit purchases; and
 - (b) references from three (3) subcontractors who have subcontracted with the contractor; and
 - (c) the ability to finance rehabilitation contract work so all bills are paid before requesting final payment;
5. Satisfactory references from at least three (3) parties for whom the contractor has done construction;
6. Absence from any list of debarred contractors issued by the Federal or State DOL, HUD or DCA;

The Housing Rehabilitation Specialist will assure that current and past performance of the contractor are satisfactory based upon readily available information and reserves the right to check any reliable source in establishing such determination.

The Housing Rehabilitation Specialist will explain the contractor's obligations under Federal Equal Opportunity regulations and other contractual obligations at the pre-bid conference. Program procedures, such as bidding and payment are also explained to the contractor.

C. Disqualification

Contractors may be prohibited or removed from program participation for:

1. poor workmanship or use of inferior materials;
2. evidence of bidding irregularities such as low balling, bid rigging, collusion, kickbacks, and any other unethical practice;
3. failure to abide by the work write-up, failure to complete work write-up (and bid) accomplishments, and any attempts to avoid specific tasks in attempts to reduce costs;

4. failure to pay creditors, suppliers, laborers or subcontractors promptly and completely;
5. disregarding contractual obligations or program procedures;
6. loss of license(s), insurance or bonding;
7. lack of reasonable cooperation with owners, rehabilitation staff or the others involved in the work;
8. abandonment of a job;
9. failure to complete work in a timely manner;
10. inability or failure to direct the work in a competent and independent manner;
11. failure to honor warranties;
12. ineligibility to enter into federally or state assisted contracts as determined by the U.S. Secretary of Labor, HUD or DCA;
13. other just cause that would expose the Program or owner to unacceptable risk;
14. failure to respond to a minimum of three (3) consecutive requests for bids;
or
15. at the contractor's request.

X. RELOCATION/DISPLACEMENT

The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 does not apply to displacement under the **Taylor County** Community Development Program; since **Taylor County** does not acquire the vacated (demolished or rehabilitated) property and residents participate voluntarily. Therefore, relocation services will be provided in the **Taylor County** Anti-Displacement and Relocation Policy that covers situations in great detail.

Household/property owners previously approved for proposed housing assistance may voluntarily withdraw their application for assistance, which must be confirmed in writing. If the Administrator determines the applicant to be ineligible for assistance, the Administrator shall send written notification to the applicant, stating that the application has been rejected and the reason for the rejection.

XI. APPEALS/COMPLAINTS

The Housing Rehabilitation Specialist, the designated representative and the Program Administrator are authorized by **Taylor County** to make all determinations of eligibility for assistance and level of assistance, scheduling of rehabilitation, demolition and relocation, and contract management. Citizens and/or contractors should issue complaints to the Housing Rehabilitation Specialist or the Program Administrator. For a complaint to be considered valid, it must be issued in writing within a period of 45 days of its occurrence. Responses also should be issued in writing.

If the complainant is not satisfied with the Program Administrator's response, the issue must be presented in writing to the **Taylor County** Citizen Advisory Task Force (CATF) in accordance with the Complaint Procedures set forth in its Bylaws. If the complaint cannot be resolved by the CATF, the **Taylor County Board of County Commissioners** will review the grievance and make a decision based upon program regulation, local policies, and the availability of funds. Further appeals, if necessary, must be addressed to the Florida Department of Community Affairs.

XII. PROGRAM INCOME

No program income is planned to result from this program. Deferred Payment Loans will be monitored by the Housing Rehabilitation Specialist during the CDBG period of agreement. After the expiration of the agreement between **Taylor County** and the State, the monitoring will be performed by the designated representative.

If repayment of a DPL or program income is received during the CDBG agreement period, it will be used for additional rehabilitation as authorized by the Department of Community Affairs. Program income or DPL payment received subsequent to closeout will be returned to the Department of Community Affairs unless the state's program income regulations are changed.

XIII. PROPERTY ACQUISITION POLICY

A. *Voluntary*

Taylor County may purchase property with Community Development Block Grant funds for use in the Community Development Program. While most property acquisition must follow the procedures outlined in the Uniform Relocation and Real Property Acquisition Act, residential property to be used for relocation purposes shall be purchased on a voluntary basis.

The City shall determine the property features needed and the budget available for the purchase defined in the contract agreement. A request for proposals will then be

published in a local newspaper. The request will state the specifications and budget and indicate that the purchase is voluntary.

No displacement of renters may occur as a result of the program. Owners will not receive any relocation assistance so owner-occupants must waive the Uniform Act Rights.

Voluntary acquisition occurs when real property is acquired from an owner who has submitted a proposal to the recipient for purchase of their property in response to a public invitation or solicitation of offers. The **Taylor County Board of County Commissioners** is committed to this mode of acquisition to the maximum practicable extent.

Voluntary acquisition shall be permitted only if the property being acquired is not site specific and at least two properties in the community meet the criteria established by the local government for usage, location and/or interest to be acquired. The **Taylor County Board of County Commissioners** prior to publication of a public notice or attendance of any local government representative at a property auction must approve all voluntary acquisitions in principle.

A public notice must be published inviting offers from property owners. This notice must:

1. accurately describe the type, size and approximate location of the property it wishes to acquire;
2. describe the purpose of the purchase;
3. specify all terms and conditions of sale, including maximum price;
4. indicate whether or not an owner-occupant must waive relocation benefits as a condition of sale;
5. announce a time and place for offers to be accepted; and
6. announce that local powers of condemnation shall not be invoked to acquire any property offered for which a mutually agreed to sale price cannot be reached.

Property may also be acquired at auction. The Uniform Relocation Act does apply to voluntary acquisitions.

In each voluntary acquisition, a public solicitation shall occur. Offers shall be sealed and opened at the same time, in the same place, by a responsible official. Records of offers shall be kept. Appraisals are not required for purchases less than \$2,500 if a mutually agreed to sales price can be reached. Clear title must be present in

every transaction. **Taylor County Board of County Commissioners** must decide at the time of approving the acquisition whether or not appraisals and review appraisals will be necessary and what the maximum permissible sales price will be. The decision to acquire will rest with the **Taylor County Board of County Commissioners** that can reject or accept any and all offers. Written records shall be maintained documenting decisions and rationale for selected courses of action.

B. Non-Voluntary Acquisition Plan

Acquisition of property (including easements and right-of-way) using federal funds shall occur in accordance with the Uniform Relocation Act of 1970 (as amended) and with any State and Federal regulations that may apply.

Fundamental steps that occur in each purchase may vary case by case. However, in general terms, the following should take place: (1) source of funds and authority to acquire confirmed, (2) property/site identified and suitable, (3) legal description/survey/preliminary title search performed (services procured as necessary), (4) notice of intent to acquire sent owner, (5) appraisal and review appraisal services solicited and appraiser retained, (6) appraisal received and sent for review, (7) title companies solicited and retained after review received (title insurance amount and necessity determined in advance), (8) offer to purchase and notice of just compensation sent owner, (9) owner contacted by attorney or other representative and contract formalized, (10) settlement costs calculated and closing date set, (11) closing conducted with funds changing hands and, (12) records of proceedings retained.

The Uniform Relocation Act requires certain specific procedures such as some letters being sent certified. The CDBG Implementation manual provides a checklist that may be utilized in following each transaction to successful conclusion. In no case will CDBG funds be utilized which would create involuntary displacement. See **Taylor County** separate policy on this subject.

C. Timing/Planning

Properties necessary for easements or acquisition shall be identified as early in the planning stage as is practicable. Every attempt shall be made to effect a design that is not wholly site dependent, that is, where two or more sites are suitable for the project. It is recognized this may not always be possible, however, a policy of minimizing single site alternatives is emphasized.

In general terms, the voluntary acquisition process shall be utilized to identify possible sites early in the project. Sites shall be evaluated for suitability prior to the final design phase to the maximum practicable extent. As soon as alternative sites are identified and evaluated, applicable acquisition procedures should commence.

Projects shall not normally be sent out for bids unless properties to be acquired or utilized for easements have been formally acquired or a commitment exists which is sufficiently firm and binding to be considered safe for the project to proceed with start up. The **Taylor County Board of County Commissioners** shall make the determination as to whether or not bidding, award and start up may proceed to closing on the property.

In those cases where need for easements and/or acquisition is not identified until after the project is underway, procedures shall be expedited to the maximum practicable extent and utilization of funds, the value of which would be unrecoverable if the transaction did not occur, minimized.

The following data will be provided by housing unit and summarized by activity as part of the administrative closeout for each activity providing direct benefit (i.e., housing rehabilitation, temporary relocation, hookups, etc.):

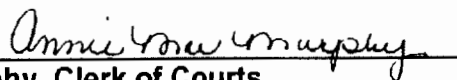
- Address of each housing unit rehabilitation with CDBG funds, the date the construction was completed on the housing unit, and the amount of CDBG funds spent on that housing unit.
- Whether the household is headed by a female, the number of handicapped persons in the household, the number of elderly persons in the household, and the LMI or VLI status of the household;
- The number of occupants in the household, categorized by sex; and
- The racial demographics of the household by number (White, Black, Hispanic, Asian/Pacific Islander, or American Indian/Alaskan Native.)

This Housing Rehabilitation/Replacement Policies and Procedures Manuel is adopted this **15th Day of July, 2010.**

1st November

ATTEST:


Mark Wiggins, Chair


Annie May Murphy, Clerk of Courts

APPENDIX A

Point Values to be Used in Ranking Applicants

Handicapped and elderly persons on fixed income within established very low income (VLI) guidelines (13 points)

Elderly persons on fixed income within established VLI guidelines (12 points)

Handicapped or disabled persons within established VLI guidelines (11 points)

Households with handicapped or disabled dependents within established VLI guidelines (10 points)

Handicapped and elderly persons on fixed income within established low to moderate income (LMI) guidelines (9 points)

Elderly persons on fixed income within established LMI guidelines (8 points)

Handicapped or disabled persons within established LMI guidelines (7 points)

Households with handicapped or disabled dependents within established LMI income guidelines (6 points)

Households within established VLI guidelines (5 points)

All others within established VLI guidelines (4 points)

Households within established LMI guidelines (3 points)

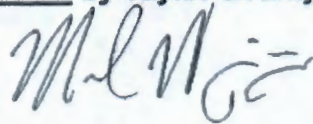
All others within established LMI guidelines (2 points)

Any homeowner or physical residence that has received state or federal housing assistance within the last 10 years regardless of age, handicap, or income level (1 point)

Taylor County SHIP applicants residing within the Taylor County that have not received SHIP assistance from Taylor County will have 10 points added to their calculated household score.

In the event of a tie, the household with the largest number of residents shall prevail. If a tie still exists, then the household with the lowest income shall prevail.

Adopted 11/1/10 by Taylor County Commission.



Appendix L: Public Hearing Information

PERRY NEWS-HERALD/TACO TIMES
Published Weekly in the City of Perry
County of Taylor, State of Florida

AFFIDAVIT OF PUBLICATION

Before me, the undersigned authority personally appeared DONALD D. LINCOLN, who on oath says that he is the PUBLISHER of the Perry News-Herald/ Taco Times, both weekly newspapers published in Perry, Taylor County, Florida, that the attached copy of advertisement in re:

Notice of Public Hearing

was published in said newspaper in the issues of:

September 4, 2013

Affiant says further that the said newspapers published at Perry in said Taylor County, Florida, each week; has been entered as second class mail matter at the Post Office in Perry, Florida, in said Taylor County, Florida for a period of one year next proceeding the first publication of the attached copy of notice to appear; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in said newspaper.

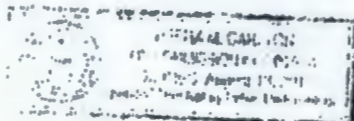
Donald D. Lincoln

Donald D. Lincoln, Publisher

Sworn to and subscribed

4 before me this
day of *September* 20*13*

Debra M. Carver
Notary Public



**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.

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 the 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.**

PAID

Book Type[BOCC] Date[09/17/2013] Time[5:30 P.M.
Book# [60] Minutes# [25] Meeting-Type[REGULAR

BOARD OF COUNTY COMMISSIONERS

TAYLOR COUNTY, FLORIDA

COURTHOUSE ANNEX

M I N U T E S

TUESDAY, SEPTEMBER 17, 2013

5:30 P.M.

THE BOARD OF COUNTY COMMISSIONERS OF TAYLOR COUNTY, FLORIDA, MET IN
REGULAR SESSION ON THE ABOVE DATE.

PRESENT WERE PAM FEAGLE, CHAIRMAN, MALCOLM PAGE, JIM MOODY, JODY
DEVANE AND PATRICIA PATTERSON, A FULL BOARD BEING PRESENT. COUNTY
ADMINISTRATOR, JACK BROWN, CLERK OF COURT, ANNIE MAE MURPHY AND COUNTY
ATTORNEY, CONRAD BISHOP, WERE ALSO PRESENT.

PAM FEAGLE LED THE BOARD IN PRAYER, FOLLOWED BY PLEDGE OF ALLEGIANCE
TO THE FLAG. THE BOARD WAS THEN CALLED TO ORDER BY CHAIRMAN FEAGLE,
AND BUSINESS TRANSACTED AS FOLLOWS:

UPON MOTION OF COMMISSIONER PAGE, WITH SECOND BY COMMISSIONER
PATTERSON, AND BY UNANIMOUS VOTE, THE BOARD APPROVED THE AMENDED
AGENDA FOR THIS DATE, AS FOLLOWS:

1. ADD AS ITEM NO. 9-A., THE BOARD TO CONSIDER EXECUTION OF
CONSTRUCTION CONTRACT WITH ADVON CORPORATION, INC., FOR PHASE 3
OF THE TAYLOR COUNTY SPORTS COMPLEX PROJECT, AS AGENDAED BY
KENNETH DUDLEY, COUNTY ENGINEER.
2. ADD AS ITEM NO. 9-B., THE BOARD TO CONSIDER APPROVAL OF FALL
MAINTENANCE GRANT AGREEMENT APPLICATION FOR THE E911 SYSTEM, IN
THE AMOUNT OF \$42,593.41, AS AGENDAED BY RENA COURTNEY, 911

COORDINATOR.

3. ADD AS ITEM NO. 9-C., THE BOARD TO CONSIDER EXECUTION OF CONTRACT WITH NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL (NCFRPC) FOR FY 2012-2013 PLANNING SERVICES, IN THE AMOUNT OF \$12,500, AS AGENDAED BY DANNY GRINER, COUNTY BUILDING OFFICIAL.

2. APPROVAL OF CONSENT ITEMS A - K:

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)).

UPON MOTION OF COMMISSIONER PAGE, WITH SECOND BY COMMISSIONER PATTERSON, AND BY UNANIMOUS VOTE, THE BOARD APPROVED CONSENT ITEM NOS. 2-A. THROUGH 2-K., AS FOLLOWS:

A. THE APPROVAL OF MINUTES OF NONE

B. THE APPROVAL OF THE CURRENT BILLS BY THE BOARD, AS FOLLOWS:

FUND	WARRANT NOS.
GENERAL REVENUE FUND	047463 THROUGH 047581 INCLUSIVE
ROAD AND BRIDGE FUND	5012848 THROUGH 5012877 INCLUSIVE

AND THAT THE CHAIRMAN AND THE CLERK BE AUTHORIZED TO ISSUE COUNTY WARRANTS COVERING SAME.

C. THE APPROVAL OF THE FOLLOWING TASK ORDER WITH CAUSSEAU, HEWETT, & WALPOLE, INC., TO PROVIDE CONSTRUCTION ENGINEERING AND INSPECTION SERVICES FOR THE WIDENING/RESURFACING OF RED PADGETT ROAD FROM U.S. HIGHWAY 19 (SOUTH END) TO U.S. HIGHWAY 19 (NORTH END), AS AGENDAED BY KENNETH DUDLEY, COUNTY ENGINEER:

PROFESSIONAL ENGINEERING SERVICES AGREEMENT

TASK ORDER NO.: 2009-001-ENG-15

PURCHASE ORDER NO.:
(For billing purposes only, to be assigned by COUNTY after execution)

PROJECT: Red Padgett Road Construction Phase Services

COUNTY: TAYLOR COUNTY, a political subdivision of the State of Florida.

CONSULTANT: Causseaux, Hewett & Walpole, Inc.
6011 NW 1st Place
Gainesville, FL 32607
352-331-1976

Execution of the Task Order by COUNTY shall serve as authorization for CONSULTANT to provide for the above project, professional services as set out in the Scope of Services included as RECITALS to that certain Agreement of June 19, 2009 between the COUNTY and the CONSULTANT and further delineated in the specifications, conditions and requirements stated in the following listed documents which are attached hereto and made a part hereof: proposal letter dated September 4, 2013

Whenever the Task Order conflicts with said Agreement, the Agreement shall prevail.

TIME FOR COMPLETION: The work authorized by this Task Order shall commence upon being executed by COUNTY and returned to CONSULTANT and shall be completed within Two Hundred Forty (240) calendar days.

METHOD OF COMPENSATION:

(a) This Task Order is issued on a:

- ☐ Fixed Fee basis
- ☒ Time basis method with a Not-to-Exceed amount
- ☐ Time basis method with a Limitation of Funds amount

(b) If the compensation is based on a "Fixed Fee Basis," then CONSULTANT shall perform all work required by this Task Order for the sum of _____ DOLLARS (\$ _____). In no event shall CONSULTANT be paid more than the Fixed Fee Amount.

(c) If the compensation is based on a "Time Basis Method" with a Not to Exceed Amount, then CONSULTANT shall perform all work required by this Task Order for a sum not exceeding One Hundred Twenty Seven Thousand Fifty DOLLARS (\$ 127,050.00). CONSULTANT's compensation shall be based on the actual work required by this Task Order.

(d) If the compensation is based on a "Time Basis Method" with a Limitation of Funds Amount, then CONSULTANT is not authorized to exceed the Limitation of Funds amount of _____ DOLLARS (\$ _____) without prior written approval of the COUNTY. Such approval, if given by the COUNTY, shall indicate a new Limitation of Funds amount. CONSULTANT shall advise the COUNTY whenever CONSULTANT has incurred expenses on this Task Order that equals or exceeds eighty percent (80%) of the Limitation of Funds amount. The COUNTY shall compensate CONSULTANT for the actual work performed under this Task Order based on supporting documentation of work performed.

The COUNTY shall make payment to CONSULTANT in strict accordance with the payment terms of the above referenced Agreement.

It is expressly understood by CONSULTANT that this Task Order, until executed by the COUNTY, does not authorize the performance of any services by CONSULTANT and that the COUNTY, prior to its execution of the Task Order, reserves the right to authorize any party other than CONSULTANT to perform the services, or a portion thereof, called for under this Task Order if it is determined that to do so is in the best interest of the COUNTY.

IN WITNESS WHEREOF, the parties hereto have made and executed this Task Order on this 17th
day of September, 2013, for the purposes stated herein.

Carly K. Smith

Witness

Causseaux Hewitt & Walpole, Inc.

By: [Signature]

Signature

Robert J. Walpole

Print Name

Title: President

TAYLOR COUNTY, FLORIDA

By: [Signature]

Signature

Pam Feagle

Print Name

Title: Chairman

Date: 9/17/13

- D. THE APPROVAL OF WORK ORDER NO. 2, WITH JONES EDMUNDS & ASSOCIATES, INC., TO PROVIDE SERVICES ASSOCIATED WITH COMPLIANCE MONITORING REQUIREMENTS FOR THE TAYLOR COUNTY CLOSED LANDFILL, AS AGENDAED BY THE COUNTY ENGINEER.
- E. THE APPROVAL OF GRIEVANCE PROCEDURES FOR 2014 FOR THE LOCAL COORDINATING BOARD FOR THE TRANSPORTATION DISADVANTAGED, AS REQUIRED BY THE FLORIDA COMMISSION FOR THE TRANSPORTATION DISADVANTAGED, AS AGENDAED BY, AND ON FILE WITH, MELODY COX, GRANTS COORDINATOR.
- F. THE ADVERTISING OF PUBLIC HEARINGS FOR OCTOBER 7 AND 22, 2013, AT 5:30 P.M., TO DISCUSS AND RECEIVE PUBLIC INPUT REGARDING THE UPCOMING FUNDING CYCLE AND POSSIBLE GRANT SUBMISSION FOR THE 2020 FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) TRANSPORTATION ALTERNATIVES PROGRAM, AS AGENDAED BY THE GRANTS COORDINATOR.
- G. THE APPROVAL OF THE FOLLOWING SATISFACTION OF SECOND MORTGAGE FOR KARL K. SHEFFER, WHO RECEIVED FIRST TIME HOME BUYERS' ASSISTANCE THROUGH THE SHIP PROGRAM ON SEPTEMBER 23, 2008, AS AGENDAED BY THE GRANTS COORDINATOR:

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 KARL K. SHIEFFER bearing date the 23rd day of September, A. D. 2008, recorded in Official Records Book 630, pages 431 - 441, in the office of the Clerk of the Circuit Court of Taylor County, State of Florida, securing a sum of \$7,807.90, 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:


Lots 1, 2, & 3 of Block 11 (or 559 92) of Perry Heights Subdivision, a subdivision joining the Town of Perry, Florida as per the map or plat thereof recorded in Plat Book 1, Page 58 of the Public Records on file in the office of the Clerk of the Circuit Court of Taylor County, Florida. As set forth in Section 13, Township 4 South, Range 7 East, of Taylor County, Florida.

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.

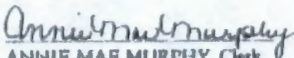
WITNESS my hand and seal this 17th day of September, 2013

Signed, Sealed and Delivered
in Presence of



 (SEAL)
PAM PEAGLE, Chairman
BOARD OF COUNTY COMMISSIONERS
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 PEAGLE, 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 17th day of September, 2013.


NOTARY PUBLIC

My Commission Expires



PREPARED BY:

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

- H. THE APPROVAL OF THE STATE HOUSING INITIATIVE PARTNERSHIP (SHIP) ANNUAL REPORTS, ANNUAL REPORT CERTIFICATION, AND CERTIFICATION OF REGULATORY REFORM IMPLEMENTATION, AS AGENDAED BY, AND ON FILE WITH, THE GRANTS COORDINATOR.
- I. THE RATIFICATION OF THE COUNTY ADMINISTRATOR'S SIGNATURE ON AN EXTENSION REQUEST LETTER, FOR A 90-DAY EXTENSION ON THE ADOPTION OF COMPREHENSIVE PLAN AMENDMENT CPA 12-01, AS AGENDAED BY DANNY GRINER, COUNTY BUILDING OFFICIAL.
- J. THE RATIFICATION OF THE COUNTY ADMINISTRATOR'S SIGNATURE, APPROVING THE CLOSEOUT FORM FOR THE FISCAL YEAR 2010 STATE HOMELAND SECURITY GRANT, AS AGENDAED BY DUSTIN HINKEL, EMERGENCY MANAGEMENT DIRECTOR.
- K. THE ACCEPTANCE OF A TITLE TO A 2004 CHEVY SILVERADO TRUCK, DONATED TO THE PERRY-FOLEY AIRPORT, BY H.B. TUTEN JR. LOGGING, INC.

BIDS/PUBLIC HEARINGS:

- 3. THE BOARD HAVING HERETOFORE ADVERTISED FOR THE FIRST OF TWO (2) PUBLIC HEARINGS, FOR THIS DATE AT 5:30 P.M., OR AS SOON THEREAFTER AS POSSIBLE, TO DISCUSS AND RECEIVE PUBLIC INPUT ON THE POSSIBLE GRANT SUBMISSION FOR THE UPCOMING FUNDING CYCLE OF THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM.

A FAIR HOUSING WORKSHOP WILL BE CONDUCTED IMMEDIATELY FOLLOWING THE PUBLIC HEARING.

ALL PERSONS PRESENT WERE GIVEN AN OPPORTUNITY TO DISCUSS AND ASK QUESTIONS REGARDING THE POSSIBLE GRANT SUBMISSION.

KATHY BAKER, JORDAN & ASSOCIATES, APPEARED TO DISCUSS THE GRANT.

PUBLIC COMMENTS WERE RECEIVED FROM THE FOLLOWING:

- 1. BILL BRYNES

NO OTHER PERSONS PRESENT REQUESTED TO SPEAK REGARDING THE POSSIBLE GRANT SUBMISSION, THEREFORE THE CHAIRMAN CLOSED THE PUBLIC HEARING. AFTER DISCUSSION, AND UPON MOTION OF COMMISSIONER PAGE, WITH SECOND BY COMMISSIONER PATTERSON, AND BY UNANIMOUS VOTE, THE BOARD APPROVED TO PROCEED TO THE SECOND AND FINAL PUBLIC HEARING REGARDING THE POSSIBLE GRANT SUBMISSION FOR THE UPCOMING CDBG PROGRAM CYCLE.

MS. BAKER THEN PROCEEDED WITH THE FAIR HOUSING WORKSHOP, AS REQUIRED OF THE GRANT SUBMISSION PROCESS.

THE SECOND AND FINAL PUBLIC HEARING WILL BE HELD AT A LATER DATE.

4. COMMENTS AND CONCERNS FROM THE PUBLIC FOR NON-AGENDAED ITEMS:

NONE

HOSPITAL ITEMS:

5. THE BOARD DISCUSSED REVIEWING A DRAFT LEASE AGREEMENT WITH DOCTORS' MEMORIAL HOSPITAL (DMH), AS AGENDAED BY THE COUNTY ADMINISTRATOR.

CHAIRMAN FEAGLE STATED THAT IT IS HER RECOMMENDATION THAT THE BOARD TABLE THIS ITEM AND PLACE SAME ON THE NEXT WORKSHOP AGENDA, IN ORDER TO DISCUSS ADDITIONS AND/OR CHANGES, AT LENGTH. COMMISSIONER PAGE STATED THAT THE BOARD SHOULD DISCUSS THIS ITEM TONIGHT, DUE TO THE DMH BOARD MEMBERS BEING PRESENT. IT WAS A CONSENSUS OF THE BOARD TO PROCEED.

GARY BRETT, CHAIRMAN, DMH BOARD OF DIRECTORS, APPEARED AND DISCUSSED THE PROPOSED LEASE. COMMISSIONER PATTERSON MADE A MOTION TO TABLE APPROVAL OF THE PROPOSED LEASE AGREEMENT THIS DATE, AND TO PLACE ON THE NEXT WORKSHOP AGENDA FOR FURTHER DISCUSSION.

CHAIRMAN FEAGLE PASSED THE GAVEL TO VICE-CHAIRMAN PAGE, AND SECONDED THE MOTION.

VOTING ON THE MOTION WAS AS FOLLOWS:

YEA: COMMISSIONERS FEAGLE, PATTERSON AND MOODY

NAY: COMMISSIONERS PAGE AND DEVANE

THE MOTION CARRIED.

GERI FORBES, CEO, DMH, REQUESTED THAT ANY QUESTIONS THE BOARD MAY HAVE, BE SUBMITTED TO DMH PRIOR TO THE WORKSHOP.

CONSTITUTIONAL OFFICERS/OTHER GOVERNMENTAL UNITS:

6. UPON MOTION OF COMMISSIONER PAGE, WITH SECOND BY COMMISSIONER PATTERSON, AND BY UNANIMOUS VOTE, THE BOARD APPOINTED SHANNA M. BEACH TO THE BOARD OF DIRECTORS FOR THE TAYLOR COASTAL WATER & SEWER DISTRICT, AS AGENDAED BY DIANE CARLTON, TAYLOR COASTAL WATER & SEWER DISTRICT.

7. THE BOARD DISCUSSED APPOINTING ONE (1) RESIDENT TO THE BOARD OF DIRECTORS FOR THE BIG BEND WATER AUTHORITY (BBWA), AS AGENDAED BY MARK REBLIN, GENERAL MANAGER.

THE BOARD WAS ADVISED THAT TWO (2) APPLICATIONS WERE RECEIVED FROM THE ADVERTISEMENT OF THE POSITION, IE: NEIL AIKENHEAD AND CHARLES NORWOOD. THE BOARD RANKED THE APPLICANTS, WHICH WERE TALLIED BY THE COUNTY ATTORNEY.

UPON MOTION OF COMMISSIONER DEVANE, WITH SECOND BY COMMISSIONER PAGE, AND BY UNANIMOUS VOTE, THE BOARD APPOINTED CHARLES NORWOOD TO THE BBWA.

COUNTY STAFF ITEMS:

8. THE BOARD DISCUSSED ADOPTION OF THE AUTHORIZING RESOLUTION AND BUDGET APPROVAL, FOR THE SUBMISSION OF THE 2014-2015 FLORIDA RECREATION DEVELOPMENT ASSISTANCE PROGRAM (FRDAF) GRANT

APPLICATION, AND EXECUTION OF THE APPLICATION BY THE COUNTY ADMINISTRATOR, WHEN COMPLETED, IN ORDER TO MEET THE APPLICATION DEADLINE, AS AGENDAED BY THE GRANTS COORDINATOR.

UPON MOTION OF COMMISSIONER PATTERSON, WITH SECOND BY COMMISSIONER DEVANE, AND BY UNANIMOUS VOTE, THE COUNTY ATTORNEY WAS AUTHORIZED TO READ THE PROPOSED RESOLUTION, BY TITLE.

UPON MOTION OF COMMISSIONER DEVANE, WITH SECOND BY COMMISSIONER MOODY, AND BY UNANIMOUS VOTE, THE BOARD ADOPTED THE FOLLOWING AUTHORIZING RESOLUTION:

MAI COE M PAGE
District 1JOE MOODY
District 2JUDY DAVANE
District 3PAM PEAGLE
District 4PATRICIA PATTERSON
District 5

TAYLOR COUNTY BOARD OF COUNTY COMMISSIONERS

ANNE MAE MURPHY, Clerk
Post Office Box 8291
Perry, Florida 32348
(904) 838-3859 Phone
(904) 838-3948 Fax

JACK R. BROWN, County Administrator
201 East Ocean Street
Perry, Florida 32347
(904) 838-3448, extension 7 Phone
(904) 838-3881 Fax

CONRAD C. BISHOP, Jr., County Attorney
Post Office Box 167
Perry, Florida 32348
(904) 884-8113 Phone
(904) 884-7433 Fax

Upon motion of Commissioner DeVane with second by Commissioner Moody and a vote of 5-0 the Taylor County Board of County Commissioners, adopt the following resolution:

RESOLUTION

WHEREAS, The Board of County Commissioners of Taylor County, Florida have decided it would be in the best interest of the citizens of Taylor County, Florida to seek funding for improvements and renovations to the playground, restrooms, fishing pier as well as other improvements at Hodges Park at Keaton Beach located in Taylor County Florida, AND

WHEREAS, The State of Florida, Department of Environmental Protection established the Florida Recreation Development Assistance Program, with a maximum request of \$200,000 per application, AND

WHERE AS, The Board of County Commissioners, of Taylor County is eligible to receive an award under this program for fiscal year 2014 - 2015 for up to \$200,000 for funding assistance for improvements and renovations at Hodges Park at Keaton Beach, Florida to improve the County's outdoor recreation facilities for its citizens and many visitors to the area, AND

THEREFORE BE IT RESOLVED, That the Board of County Commissioners certifies that the Hodges Park Improvement Project is included in the Capital Improvement Plan of the Taylor County Comprehensive Plan.

Done and Ordered in regular session at Perry, Florida this 17th day of September 2013, A.D.



Board of County Commissioners
Taylor County, Florida

Attest: Annie Mae Murphy
Annie Mae Murphy, Clerk

By: Pam Feagle
Pam Feagle, Chairperson

UPON MOTION OF COMMISSIONER DEVANE, WITH SECOND BY COMMISSIONER PATTERSON, AND BY UNANIMOUS VOTE, THE BOARD APPROVED THE BUDGET AND EXECUTION OF THE APPLICATION BY THE COUNTY ADMINISTRATOR, UPON COMPLETION, FOR THE SUBMISSION OF THE APPLICATION FOR THE 2014-2015 FLORIDA RECREATION DEVELOPMENT ASSISTANCE PROGRAM (FRDAP) GRANT.

9. THE BOARD DISCUSSED APPROVAL, BY RESOLUTION, OF THE 2013-2014 FEE SCHEDULE, AS SUBMITTED BY THE TAYLOR COUNTY HEALTH DEPARTMENT, AND AGENDAED BY DUSTIN HINKEL, ASSISTANT COUNTY ADMINISTRATOR. UPON MOTION OF COMMISSIONER DEVANE, WITH SECOND BY COMMISSIONER PATTERSON, AND BY UNANIMOUS VOTE, THE COUNTY ATTORNEY WAS AUTHORIZED TO READ THE PROPOSED RESOLUTION, BY TITLE. UPON MOTION OF COMMISSIONER MOODY, WITH SECOND BY COMMISSIONER DEVANE, AND BY UNANIMOUS VOTE, THE BOARD ADOPTED THE FOLLOWING RESOLUTION, APPROVING THE 2013-2014 FEE SCHEDULE FOR THE TAYLOR COUNTY HEALTH DEPARTMENT, EFFECTIVE OCTOBER 1, 2013:

Upon motion of Commissioner Moody, with second by Commissioner DeVane, and by unanimous vote, the Board adopted the following Resolution:

RESOLUTION

WHEREAS, the Taylor County Board of County Commissioners are required, pursuant to Chapter 154.06(1) F.S., to establish fees for primary care services offered by the Taylor County Health Department, and

WHEREAS, this Schedule of Fees has been presented and reviewed by the Taylor County Board of County Commissioners.

NOW, THEREFORE BE IT RESOLVED, that the Taylor County Board of County Commissioners do hereby confirm and adopt the 2013-2014 Fee Schedule, attached hereto, for the Taylor County Health Department. Said fee schedule shall be effective October 1, 2013 and in force and effect until changed by Resolution of the Taylor County Board of County Commissioners.

DONE AND ORDERED in Regular Session at Perry, Florida, this 17th day of September, 2013.

BOARD OF COUNTY COMMISSIONERS

TAYLOR COUNTY, FLORIDA



BY: [Signature]
PAM FEAGLE, Chairman

ATTEST:
[Signature]
ANNIE MAE MURPHY, Clerk

2013-2014 FEE SCHEDULE

TAYLOR COUNTY HEALTH DEPARTMENT

DESCRIPTION	CURRENT FEE
Initial Exam (non Tuberculin test)	\$75.00
Tuberculin Skin Test	\$25.00
Colposcopy	\$100.00
Women's Health Screening (in conjunction with Doctor's Menstrual)	\$75.00
Men's Health Screening	\$35.00

Car Seat Check Class	\$10.00
Parenting Classes (Non Healthy Start Clients)	Maximum \$50 Per Person
Smoking Cessation Classes	Maximum \$50 Per Person
General Health Education Classes (Minimize 4 Per Person Fee)	Maximum \$50 Per Person
Domestic Violence Education Classes	Maximum \$50 Per Person
Healthy Workplace Education Classes	Maximum \$50 Per Person
Health Education Classes	Maximum \$50 Per Person
Other Classes Developed Based on Individual Requests and/or Needs	Maximum \$50 Per Person
Registration or Other RR First Appointment	Current CBR*
Copy of Medical Records for Facilities as Described in FAC#98-10-003	\$1.00 for 1st 25 pages; additional pages \$0.75 each
Printed Copy of Medical Records	\$0.25 Per Page

DESCRIPTION	NEW PATIENT	ESTABLISHED PATIENT
Established Patient/Unlimited Office Visit	\$21.00	\$21.00
New Problem/Established Problem Visit	\$23.00	\$42.00
New Expanded Problem/Established Expanded Problem Visit	Current CBR*	\$80.00
New Detailed Problem/Established Detailed Problem Visit	Current CBR*	\$104.00
Family Planning Initial/Annual Exam	Current CBR*	Current CBR*
Family Planning Problem Focused	99212	N/A
Family Planning Supply Visit	99211	\$21.00
Family Planning Counseling Visit	99403	Current CBR*
Child & Adult Physical Exam	Current CBR*	Current CBR*
Laboratory Tests	Cost + \$20 admin fee	Cost + \$20 admin fee
Adult Work Physical	\$35.00	\$35.00
Adolescent Physical/School Physical	\$35.00	\$35.00

All childhood immunizations ages 0-18	No Charge
Hepatitis A Vaccine (per injection) Adult	\$87.00
Hepatitis B Vaccine (per injection) Adult	\$80.00
Influenza High Dose for Population 65 Years of Age or Older (Flu shot)	\$50.00
Influenza Low Dose for Population under 65 Years of Age (Flu shot)	\$30.00
MMR vaccine Adult	\$75.00
Contraceptive vaccine	\$85.00
Rabies Vaccine	Cost + \$20.00 Admin
Tdap	\$45.00
Tetanus/TD Adult	\$35.00
RV	\$163.00
Other client requested vaccines	Cost + \$20.00 Admin

Certified copy of death certificate, each	\$10.00	Proposed Change
Certified copy of birth certificate, first copy	\$12.00	\$12.00
Each additional copy	\$8.00	


These fees are in addition to State Environmental Health Fees	
Water samples (collected and delivered to TCHD)	\$30.00
Water samples (collected by TCHD staff) 1st sample	\$80.00
Water samples (collected by TCHD staff) 2nd sample at same time	\$74.00
Lab fee for testing low risk animals Rabies	\$100.00
Surcharge fee for site evaluation for septic tank	\$25.00
Surcharge fee for septic tank application	\$10.00
City Residents: For City of Perry utility inspection	\$80.00

All other Environmental Health fees are mandated by the State of Florida and cannot be revised by this office.

*Current CBR: Current Medicaid Cost Based Reimbursement Rate

Increased to meet the Centers for Medicare & Medicaid Services Allowable Reimbursement Rate

Chairman's Signature

Approved: 

Date: 9/17/13

Respective Date Signed By Chairman

2012-2013 DENTAL FEE SCHEDULE TAYLOR COUNTY HEALTH DEPARTMENT

DIAGNOSTIC SCREENINGS & PROCEDURES	OFFICE CODE	CURRENT FEE	
		100% Pay	50% Pay
Periodic Exam	D0120	\$30.00	\$15.00
Limited/Emergency Exam	D0140	\$60.00	\$25.00
Oral Evaluation (under age 3)	D0145	\$30.00	\$15.00
Comprehensive Exam	D0150	\$30.00	\$15.00
Full Mouth X-ray	D0210	\$60.00	\$30.00
Periapical, first film	D0220	\$18.00	\$8.00
Periapical, additional films	D0230	\$10.00	\$5.00
Bitewing, single film	D0270	\$18.00	\$8.00
Bitewing, two films	D0272	\$30.00	\$15.00
Bitewing, four films	D0274	\$40.00	\$20.00
Adult Prophyl	D1110	\$70.00	\$35.00
Child Prophyl	D1120	\$60.00	\$30.00
Fluoride (child)	D1203	\$20.00	\$10.00
Fluoride (mod. to high caries)	D1206	\$20.00	\$10.00
Oral hygiene instruction	D1330	\$10.00	\$5.00
Sealant, per tooth	D1351	\$20.00	\$10.00
Scaling & root planing per quad	D4341	\$90.00	\$45.00
Scaling & root planing, 1-3 quad	D4342	\$60.00	\$30.00
Gross debridement	D4355	\$70.00	\$35.00
Amalgam 1-surf prim or perm	D2140	\$70.00	\$35.00
Amalgam 2-surf prim or perm	D2150	\$80.00	\$40.00
Amalgam 3-surf prim or perm	D2160	\$90.00	\$45.00
Amalgam 4-surf prim or perm	D2181	\$100.00	\$50.00
Resin 1-surf anterior	D2330	\$80.00	\$40.00
Resin 2-surf anterior	D2331	\$90.00	\$45.00
Resin 3-surf anterior	D2332	\$100.00	\$50.00
Resin 4-surf anterior	D2335	\$110.00	\$55.00
Resin 1-surf posterior	D2381	\$80.00	\$40.00
Resin 2-surf posterior	D2382	\$90.00	\$45.00
Resin 3-surf posterior	D2383	\$100.00	\$50.00
Stainless steel crown	D2930	\$140.00	\$70.00
Sedative filling	D2940	\$60.00	\$30.00
Extraction, deciduous	D7111	\$50.00	\$25.00
Extraction	D7140	\$70.00	\$35.00
Surgical extraction	D7210	\$150.00	\$75.00
Incision and drainage	D7510	\$70.00	\$35.00

Effective Date Signed By Chairman

9-A. UPON MOTION OF COMMISSIONER PAGE, WITH SECOND BY COMMISSIONER PATTERSON, AND BY UNANIMOUS VOTE, THE BOARD APPROVED EXECUTION OF THE CONSTRUCTION CONTRACT WITH ADVON CORPORATION, INC., FOR PHASE 3 OF THE TAYLOR COUNTY SPORTS COMPLEX PROJECT, AS AGENDAED BY, AND ON FILE WITH, THE COUNTY ENGINEER.

9-B. UPON MOTION OF COMMISSIONER PATTERSON, WITH SECOND BY COMMISSIONER MOODY, AND BY UNANIMOUS VOTE, THE BOARD APPROVED THE FALL MAINTENANCE GRANT AGREEMENT APPLICATION FOR THE E911 SYSTEM, IN THE AMOUNT OF \$42,583.41, AS AGENDAED BY, AND ON FILE WITH, RENA' COURTNEY, 911 COORDINATOR.

9-C. UPON MOTION OF COMMISSIONER PATTERSON, WITH SECOND BY COMMISSIONER PAGE, AND BY UNANIMOUS VOTE, THE BOARD APPROVED EXECUTION OF THE FOLLOWING CONTRACT WITH NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL (NCFRPC) FOR FY 2012-2013 PLANNING SERVICES, IN THE AMOUNT OF \$12,500, AS AGENDAED BY THE COUNTY BUILDING OFFICIAL.

FISCAL YEAR 2013
LOCAL GOVERNMENT COMPREHENSIVE PLANNING SERVICES
AGREEMENT
BETWEEN THE
BOARD OF COUNTY COMMISSIONERS
OF TAYLOR COUNTY, FLORIDA
AND THE
NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

This Agreement made and entered into this _____ day of _____, 2013 by and between the Board of County Commissioners of Taylor County, Florida, hereinafter referred to as the "Purchaser" and the North Central Florida Regional Planning Council, hereinafter referred to as the "Planning Council".

This AGREEMENT/CONTRACT IS ENTERED INTO BASED UPON THE FOLLOWING FACTS: The Purchaser desires to engage the Planning Council to render certain technical or professional services; and

The Planning Council possesses the qualifications and expertise to perform the services required.

NOW THEREFORE, THE PURCHASER AND THE PLANNING COUNCIL DO MUTUALLY AGREE AS FOLLOWS:

ARTICLE I - SCOPE OF SERVICES

The Planning Council agrees to provide services to the Purchaser in accordance with the terms and conditions set forth in Appendix A, Scope of Services, of this Agreement which is incorporated by reference herein and considered as an integral part of this Agreement.

ARTICLE II - COMPENSATION

The Planning Council shall be paid by the Purchaser a fixed fee of Twelve Thousand Five Hundred Dollars and No Cents (\$12,500.00) for services provided in completing the Scope of Services described in Appendix A, which is incorporated herein by reference.

Payment to the Planning Council for services rendered in accordance with the Scope of Services as set forth in Appendix A, Scope of Services, of this Agreement, which is incorporated by reference herein and considered as an integral part of this Agreement, will become due within thirty (30) days following receipt by the Purchaser of a requisition of payment. Requisitions may be made on a monthly basis.

ARTICLE III - TIME COMPLETION

This Agreement shall begin on October 1, 2012 and shall end on September 30, 2013. Any allowable costs incurred by the Planning Council during the period covered by this Agreement in providing services in performing the work described in Appendix A, Scope of Services, of this Agreement, which is incorporated by reference herein and considered as an integral part of this Agreement are eligible expenses chargeable to the Purchaser. However, if this Agreement is not executed by all parties, the Purchaser shall not be liable for any such costs incurred by the Planning Council.

ARTICLE IV - TERMINATION WITHOUT CAUSE

Each party may terminate this Agreement without cause providing fifteen (15) days written notice to the other. Written notice shall be via U.S. Mail, first class mail, postage prepaid, by certified mail, return receipt requested. In such an event, all finished or unfinished documents and other materials prepared by the Planning Council pursuant to this Agreement shall become the property of the Purchaser. Upon termination as provided in this Article, the Planning Council shall be reimbursed for all of its actual costs incurred in providing services hereunder this Agreement as the same are defined in Article II of this Agreement.

ARTICLE V - DEFAULT AND TERMINATION

The failure of either party to comply with any provision of this Agreement shall place that party at default. Prior to terminating this Agreement, the nondefaulting party shall notify the defaulting party in writing. Written notice shall be via U.S. Mail, first class mail, postage prepaid, by certified mail, return receipt requested. This notification shall make specific reference to the provision which gave rise to the default. The defaulting party shall then be entitled to a period of ten (10) days in which to cure the default. In the event said default is not cured within the ten (10) day period, the Agreement may be terminated. The failure of either party to exercise this right shall not be considered a waiver of such right in the event of any further default or noncompliance. Upon default and termination as provided in this Article, the Planning Council shall be reimbursed for all of its actual costs incurred in providing services hereunder this Agreement as the same are defined in Article II of this Agreement and all finished or unfinished documents and other materials prepared by the Planning Council pursuant to this Agreement shall become the property of the Purchaser.

ARTICLE VI - NONDISCRIMINATION

In carrying out the work of this Agreement, the Planning Council shall not discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin or handicapped status. The Planning Council shall take affirmative action to ensure that applicants are employed and that employees are treated during employment, without regard to their race, creed, color, sex, national origin or handicapped status. Such action shall include, but not be limited to the following: employment; upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Planning Council agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause. The Planning Council shall, in all solicitations or advertisements for employees placed by or on behalf of the Planning Council, state that it is an Equal Opportunity/Affirmative Action Employer. The Planning Council shall incorporate the foregoing requirement of this paragraph in all subcontracts for services covered by this Agreement.

ARTICLE VII - LIABILITY

The Planning Council hereby agrees to hold harmless the Purchaser, to the extent allowed and required by law, from all claims, demands, liabilities and suits of third persons or entities not a party to this Agreement arising out of, or due to any act, occurrence, or omission of the Planning Council, its subcontractors or agents, if any, that is related to the Planning Council's performance under this Agreement.

ARTICLE VIII - ASSIGNABILITY

The Planning Council shall not assign any interest in this Agreement and shall not transfer any interest in the same (whether by assignment or novation), without the prior consent of the Purchaser.

ARTICLE IX - REPRESENTATIVES FOR THE PARTIES

In all matters relating to the performance of this Agreement, the County Administrator of the Purchaser shall represent and act for the Purchaser and the Executive Director of the Planning Council shall represent and act for the Planning Council.

ARTICLE X - VENUE AND JURISDICTION FOR LITIGATION BETWEEN THE PARTIES

This Agreement shall be construed according to the laws of the State of Florida. Venue shall be exclusively in Taylor County, Florida for all litigation between the parties and all issues litigated between the parties shall be litigated exclusively in a court of competent jurisdiction of Taylor County, Florida. If any provision hereof is in conflict with any applicable statute or rule, or is otherwise unenforceable, then such provision shall be deemed null and void to the extent of such conflict, and shall be deemed severable, but shall not invalidate any other provision of the Agreement.

ARTICLE XI - AMENDMENT OF AGREEMENT

The Planning Council and the Purchaser by mutual agreement may amend, extend, or modify this Agreement. Any such modification shall be mutually agreed upon by and between the Planning Council and Purchaser and shall be incorporated in a written amendment to this Agreement, duly signed by both parties.

ARTICLE XII - COMPLETE CONTRACT

This Agreement, including Appendix A, Scope of Services, of this Agreement, which is incorporated by reference herein and considered as an integral part of this Agreement, constitutes the entire contract between the parties, and any changes, amendments, or modifications hereof shall be void unless the same are reduced to writing and signed by the parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their undersigned officials duly authorized on the date first above written.



Seal

Annie Mae Murphy
Annie Mae Murphy
County Clerk

BOARD OF COUNTY COMMISSIONERS
OF TAYLOR COUNTY

Pam Feagle
Pam Feagle
Chair

NORTH CENTRAL FLORIDA
REGIONAL PLANNING COUNCIL

Attest:

Seal

Scott R. Koons
Executive Director

Garth R. Nobles, Jr.
Chair

APPENDIX A
SCOPE OF SERVICES
FOR THE
FISCAL YEAR 2013
LOCAL GOVERNMENT COMPREHENSIVE PLANNING SERVICES AGREEMENT

The following services will be provided by the Planning Council to the Purchaser.

- I. General Technical Assistance - conducting research, answering questions and assisting with comprehensive plan and land development regulations interpretations; and
- II. Amendment Assistance - preparing public notices, draft ordinances, data and analysis and concurrency review for comprehensive plan text and map and land development regulations text and zoning map amendments.

every transaction. **Taylor County Board of County Commissioners** must decide at the time of approving the acquisition whether or not appraisals and review appraisals will be necessary and what the maximum permissible sales price will be. The decision to acquire will rest with the **Taylor County Board of County Commissioners** that can reject or accept any and all offers. Written records shall be maintained documenting decisions and rationale for selected courses of action.

B. Non-Voluntary Acquisition Plan

Acquisition of property (including easements and right-of-way) using federal funds shall occur in accordance with the Uniform Relocation Act of 1970 (as amended) and with any State and Federal regulations that may apply.

Fundamental steps that occur in each purchase may vary case by case. However, in general terms, the following should take place: (1) source of funds and authority to acquire confirmed, (2) property/site identified and suitable, (3) legal description/survey/preliminary title search performed (services procured as necessary), (4) notice of intent to acquire sent owner, (5) appraisal and review appraisal services solicited and appraiser retained, (6) appraisal received and sent for review, (7) title companies solicited and retained after review received (title insurance amount and necessity determined in advance), (8) offer to purchase and notice of just compensation sent owner, (9) owner contacted by attorney or other representative and contract formalized, (10) settlement costs calculated and closing date set, (11) closing conducted with funds changing hands and, (12) records of proceedings retained.

The Uniform Relocation Act requires certain specific procedures such as some letters being sent certified. The CDBG Implementation manual provides a checklist that may be utilized in following each transaction to successful conclusion. In no case will CDBG funds be utilized which would create involuntary displacement. See **Taylor County** separate policy on this subject.

C. Timing/Planning

Properties necessary for easements or acquisition shall be identified as early in the planning stage as is practicable. Every attempt shall be made to effect a design that is not wholly site dependent, that is, where two or more sites are suitable for the project. It is recognized this may not always be possible, however, a policy of minimizing single site alternatives is emphasized.

In general terms, the voluntary acquisition process shall be utilized to identify possible sites early in the project. Sites shall be evaluated for suitability prior to the final design phase to the maximum practicable extent. As soon as alternative sites are identified and evaluated, applicable acquisition procedures should commence.

Projects shall not normally be sent out for bids unless properties to be acquired or utilized for easements have been formally acquired or a commitment exists which is sufficiently firm and binding to be considered safe for the project to proceed with start up. The **Taylor County Board of County Commissioners** shall make the determination as to whether or not bidding, award and start up may proceed to closing on the property.

In those cases where need for easements and/or acquisition is not identified until after the project is underway, procedures shall be expedited to the maximum practicable extent and utilization of funds, the value of which would be unrecoverable if the transaction did not occur, minimized.

The following data will be provided by housing unit and summarized by activity as part of the administrative closeout for each activity providing direct benefit (i.e., housing rehabilitation, temporary relocation, hookups, etc.):

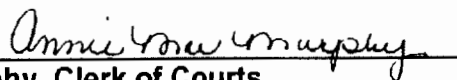
- Address of each housing unit rehabilitation with CDBG funds, the date the construction was completed on the housing unit, and the amount of CDBG funds spent on that housing unit.
- Whether the household is headed by a female, the number of handicapped persons in the household, the number of elderly persons in the household, and the LMI or VLI status of the household;
- The number of occupants in the household, categorized by sex; and
- The racial demographics of the household by number (White, Black, Hispanic, Asian/Pacific Islander, or American Indian/Alaskan Native.)

This Housing Rehabilitation/Replacement Policies and Procedures Manuel is adopted this **15th Day of July, 2010.**

1st November

ATTEST:


Mark Wiggins, Chair


Annie May Murphy, Clerk of Courts

COUNTY ADMINISTRATOR ITEMS:

10. THE ASSISTANT COUNTY ADMINISTRATOR DISCUSSED THE FOLLOWING
INFORMATIONAL ITEMS:

- A. MR. HINKEL REMINDED THE BOARD OF THE CONTINUED BUDGET PUBLIC
HEARING SET FOR MONDAY, SEPTEMBER 23, 2013, AT 6:00 P.M.
- B. MR. HINKEL REQUESTED THAT THE BOARD SUBMIT THEIR ITEMS TO BE
DISCUSSED AT THE NEXT WORKSHOP. CHAIRMAN FEAGLE REQUESTED THAT
MEETING TIME BE DISCUSSED (ALL TO START AT 5:30 P.M.).
- C. MR. HINKEL REMINDED THE BOARD TO RETURN THEIR INSURANCE FORMS.

11. ADDITIONAL COMMENTS AND CONCERNS FROM THE PUBLIC FOR
NON-AGENDAED ITEMS:

NONE

12. BOARD INFORMATIONAL ITEMS:

A. COMMISSIONER DEVANE:

STATED THAT THE COUNTY CAN PURCHASE MILLING FOR \$275 PER LOAD,
HOWEVER THEY MUST PURCHASE 100 LOADS. THE ASSISTANT COUNTY
ADMINISTRATOR AGREED TO DISCUSS WITH ANDY MCLEOD, ROAD DEPARTMENT
DIRECTOR, TO DETERMINE THE NEED TO PURCHASE MILLING FOR ROAD
MAINTENANCE.

B. COMMISSIONER MOODY:

DISCUSSED THE NEED TO PURCHASE AND USE MILLING ON DRIVEWAYS.

C. CHAIRMAN FEAGLE:

EXPRESSED HER APPRECIATION TO MARSHA, WITH SENATOR MONTFORD'S
OFFICE, WHO HAS STATED THAT SHE WILL BE PRESENT AT MORE MEETINGS OF
THE BOARD. CHAIRMAN FEAGLE STATED THAT DEPARTMENT OF CORRECTIONS (DOC)

OFFICIALS HAVE ALSO AGREED TO ATTEND MORE OF THE COMMISSION MEETINGS.

THE CLERK ADVISED THAT THE 2013 VALUE ADJUSTMENT BOARD (VAB) WILL MEET TO HEAR PETITIONS ON THURSDAY, OCTOBER 3, 2013 AT 5:30 P.M.

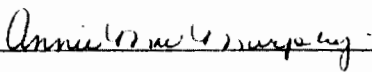
THE HOUR BEING APPROXIMATELY 7:15 P.M., AND THERE BEING NO FURTHER BUSINESS, COMMISSIONER PATTERSON MADE A MOTION, WITH SECOND BY COMMISSIONER MOODY, TO ADJOURN. THE MOTION TO ADJOURN PASSED BY UNANIMOUS VOTE OF THE BOARD, SUBJECT TO CALL.

BOARD OF COUNTY COMMISSIONERS

TAYLOR COUNTY, FLORIDA

BY: 
PAM FEAGLE, CHAIRMAN

ATTEST:


ANNIE MAE MURPHY, CLERK

RECEIVED

JAN 06

ANNIE MAE MUSTARD
CLERK CIRCUIT COURT
TAYLOR COUNTY, FLORIDA

PERRY NEWS-HERALD/TACO TIMES
Published Weekly in the City of Perry
County of Taylor, State of Florida

AFFIDAVIT OF PUBLICATION

Before me, the undersigned authority personally appeared DONALD D. LINCOLN, who on oath says that he is the PUBLISHER of the Perry News-Herald/ Taco Times, both weekly newspapers published in Perry, Taylor County, Florida, that the attached copy of advertisement in

re *Taylor County Second
Public Hearing Notice*

was published in said newspaper in the issues of:

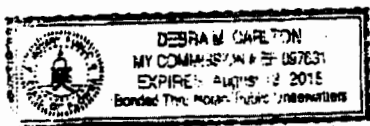
December 4, 2013

Affiant says further that the said, newspapers published at Perry in said Taylor County, Florida, each week; has been entered as second class mail matter at the Post Office in Perry, Florida, in said Taylor County, Florida for a period of one year next proceeding the first publication of the attached copy of notice to appear; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in said newspaper.

[Signature]
Donald D. Lincoln, Publisher

Sworn to and subscribed
4th before me this
day of *December* 2013

[Signature]
Notary Public



Original to Clerk

TAYLOR COUNTY SECOND PUBLIC HEARING NOTICE

Taylor County is applying to the Florida Department of Economic Opportunity (DEO) for a grant in the amount of \$750,000 under the FFY2013 Small Cities Community Development Block Grant (CDBG) Program in the Housing Rehabilitation category. For each activity that is proposed, at least 51% of the funds must benefit low and moderate-income persons. The activities, dollar amounts and estimated percentages benefit to low and moderate-income persons for which the County is applying are:

No.	Activity Name	CDBG Funds	Estimated LMI Benefit
21 A	Administration	\$112,500.00	N/A
14 A	Housing Rehab/ Demolition/Replacement	\$617,500.00	100%
08	Temporary Relocation	\$20,000.00	100 %

Exact budget figures will be available no later than five (5) days prior to the application due date; however, at no time will the CDBG budget exceed \$750,000.

This application is requesting funds to provide Housing Rehabilitation to Low-to-Moderate Income (LMI) residents. The activities include rehabilitation, demolition/replacement (where necessary) and temporary relocation for a minimum of 10 LMI housing units. All housing units will be addressed in accordance with the current Florida Residential Building Code, relevant local housing codes (whichever is more stringent for each code-related item) and the County's adopted Housing Assistance Plan (HAP).

The Taylor County plans to minimize displacement of persons as a result of planned CDBG funded activities in the following manner:

No displacement is anticipated.

If any persons are displaced as a result of these planned activities, the County will assist such persons in the following manner:

In accordance with the County's Anti-Displacement and Relocation Policy.

A public hearing to provide citizens an opportunity to comment on the application will be held at the Taylor County Administrative Complex, 201 East Green Street, Perry, FL on Tuesday, December 17, 2013, at 5:30 p.m. A draft copy of the application will be available for review at that time. A final copy of the application will be made available at Taylor County Grants Office, 401 Industrial Park Drive, Perry, FL, Monday through Friday, between the hours of 8:30 AM - 5:00 PM, no more than five days before the application due date. The application will be submitted to DEO on or before the due date. 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.

Pursuant to Section 102 of the HUD Reform Act of 1989, the following disclosures will be submitted to DEO with the application. The disclosure will be made available by Taylor County and DEO for public inspection upon request. The disclosures will be available on and after the date of submission of the application and shall continue to be available for a minimum of five years.

1. Other Government (federal, state and local) assistance to the project in the form of a gift, grant, loan, guarantee, insurance payment, rebate, subsidy, credit, tax benefit, or any other form of direct or indirect benefit by source and amount;
2. The identities and pecuniary interests of all developers, contractors, or consultants involved in the application for assistance or in the planning or development of the project or activity;
3. The identities and pecuniary interests of any other persons with a pecuniary interest in the project that can reasonably be expected to exceed \$50,000 or 10% of the grant request (whichever is lower);
4. For those developers, contractors, consultants, property owners, or others listed in two (2) or three (3) above which are corporations, or other entities, the identification and pecuniary interests by corporation or entity of each officer, director, principal stockholder, or other official of the entity;
5. The expected sources of all funds to be provided to the project by each of the providers of those funds and the amount provided; and
6. The expected uses of all funds by activity and amount.

EQUAL OPPORTUNITY EMPLOYMENT/HANDICAP ACCESSIBLE/SECTION 3 /
FAIR HOUSING JURISDICTION

Book Type[BOCC] Date[12/17/2013] Time[5:30 P.M.
Book# [60] Minutes# [34] Meeting-Type[REGULAR

BOARD OF COUNTY COMMISSIONERS

TAYLOR COUNTY, FLORIDA

COURTHOUSE ANNEX

M I N U T E S

TUESDAY, DECEMBER 17, 2013

5:30 P.M.

THE BOARD OF COUNTY COMMISSIONERS OF TAYLOR COUNTY, FLORIDA, MET IN
REGULAR SESSION ON THE ABOVE DATE.

PRESENT WERE MALCOLM PAGE, CHAIRMAN, PAM FEAGLE, JIM MOODY AND
PATRICIA PATTERSON, A QUORUM OF THE BOARD BEING PRESENT. COUNTY
ADMINISTRATOR, JACK BROWN, CLERK OF COURT, ANNIE MAE MURPHY AND COUNTY
ATTORNEY, CONRAD BISHOP, WERE ALSO PRESENT. JODY DEVANE WAS ABSENT
WHEN THE MEETING WAS CALLED TO ORDER, HOWEVER HE APPEARED DURING THE
DISCUSSION OF ITEM NO. 20.

PATRICIA PATTERSON LED THE BOARD IN PRAYER, FOLLOWED BY PLEDGE OF
ALLEGIANCE TO THE FLAG. THE BOARD WAS THEN CALLED TO ORDER BY CHAIRMAN
PAGE, AND BUSINESS TRANSACTED AS FOLLOWS:

UPON MOTION OF COMMISSIONER FEAGLE, WITH SECOND BY COMMISSIONER MOODY,
AND BY UNANIMOUS VOTE, THE BOARD APPROVED THE AMENDED AGENDA FOR THIS
DATE, AS FOLLOWS:

1. REMOVE ITEM NO. 8., THE BOARD TO CONSIDER APPROVAL OF AMENDED
BOARD CALENDAR FOR 2014, FROM CONSENT FOR DISCUSSION.

BIDS/PUBLIC HEARINGS:

THE BOARD HAVING HERETOFORE ADVERTISED FOR THE SECOND AND FINAL PUBLIC HEARING, FOR THIS DATE AT 5:30 P.M., OR AS SOON THEREAFTER AS POSSIBLE, TO DISCUSS AND RECEIVE PUBLIC INPUT ON THE POSSIBLE GRANT SUBMISSION FOR THE UPCOMING FUNDING CYCLE OF THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM.

ALL PERSONS PRESENT WERE GIVEN AN OPPORTUNITY TO DISCUSS AND ASK QUESTIONS REGARDING THE GRANT SUBMISSION.

JEFFERY WINTER APPEARED AND DISCUSSED THE GRANT PROGRAM, AND STATED THAT \$125,000 IS COMMITTED TO HOUSING PROJECTS.

NO OTHER PERSONS PRESENT REQUESTED TO SPEAK REGARDING THE GRANT SUBMISSION, THEREFORE THE CHAIRMAN CLOSED THE PUBLIC HEARING.

AFTER DISCUSSION, COMMISSIONER PATTERSON MADE A MOTION, WITH SECOND BY COMMISSIONER MOODY, TO APPROVE THE GRANT SUBMISSION FOR CDBG FUNDING.

AWARDS/RECOGNITION:

THE BOARD DISCUSSED ADOPTION OF A RESOLUTION OF EXEMPLARY SERVICE TO SAMUEL "OBY" BRANNEN, AS AGENDAED BY JACK BROWN, COUNTY ADMINISTRATOR.

UPON MOTION OF COMMISSIONER PATTERSON, WITH SECOND BY COMMISSIONER MOODY, AND BY UNANIMOUS VOTE, THE COUNTY ATTORNEY WAS AUTHORIZED TO READ THE PROPOSED RESOLUTION.

UPON MOTION OF COMMISSIONER FEAGLE, WITH SECOND BY COMMISSIONER PATTERSON, AND BY UNANIMOUS VOTE, THE BOARD ADOPTED AND PRESENTED THE FOLLOWING RESOLUTION TO OBY BRANNEN:

A RESOLUTION OF TAYLOR COUNTY, FLORIDA
RECOGNIZING

SAMUEL "OBY" BRANNEN

FOR
EXEMPLARY SERVICE
AS AN EMPLOYEE OF
THE TAYLOR COUNTY BOARD OF COUNTY COMMISSIONERS
FOR THE PERIOD OF
SEPTEMBER 5, 1995 THROUGH NOVEMBER 4, 2013

WHEREAS, Samuel "Oby" Brannen has left the employment of the Taylor County Board of County Commissioners to pursue his lifelong dream of becoming a full-time Firefighter; and

WHEREAS, Samuel "Oby" Brannen provided over 18 years of exemplary service as a county employee, starting as a Road Maintenance Technician at the Public Works Department, then promoted as the Courthouse Maintenance Technician, and finally serving the last twelve years responsible for the facilities' maintenance for all county facilities and parks; and

WHEREAS, during his entire period of his service to the county he consistently earned high praise regarding his work ethic, performance, and abilities; and

WHEREAS, Mr. Brannen is universally liked and respected, the Taylor County Board of County Commissioners desires to join his parents, friends and the entire community in recognizing him for his outstanding service to county government.

NOW, THEREFORE, BE IT RESOLVED, the Board of County Commissioners of Taylor County does hereby tender this resolution, extending congratulations and well wishes for his continued success.

BE IT FURTHER RESOLVED that a copy of this resolution be placed in the minutes of this Board.

PASSED in regular session this 17th day of December 2013



BOARD OF COUNTY COMMISSIONERS
TAYLOR COUNTY, FLORIDA

BY: Malcolm V. Page
MALCOLM V. PAGE, Chair

ATTEST:

Annie Mae Murphy
ANNIE MAE MURPHY, Clerk

COMMENTS AND CONCERNS FROM THE PUBLIC FOR NON-AGENDAED AND CONSENT

AGENDA ITEMS:

COMMISSIONER PATTERSON ADVISED THE BOARD THAT JAMES WILLIAMS HAS REQUESTED TO DISCUSS ROLL-OFF SITES UPON HIS ARRIVAL TO THE MEETING. MR. WILLIAMS NEVER APPEARED.

CONSENT ITEMS:

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)).

UPON MOTION OF COMMISSIONER MOODY, WITH SECOND BY COMMISSIONER FEAGLE, AND BY UNANIMOUS VOTE, THE BOARD APPROVED CONSENT ITEM NOS. SIX (6) THROUGH NINETEEN (19), WITH THE EXCEPTION OF ITEM NO. 8., AS FOLLOWS:

6. THE APPROVAL OF MINUTES OF SEPTEMBER 17, 24, OCTOBER 7, 22, 29 AND NOVEMBER 4, 2013, WHICH WERE APPROVED WITHOUT PUBLIC READING AS ALL BOARD MEMBERS HAD PREVIOUSLY RECEIVED TRUE COPIES.

7. THE APPROVAL OF THE CURRENT BILLS BY THE BOARD, AS FOLLOWS:

FUND	WARRANT NOS.
GENERAL REVENUE FUND	048038 THROUGH 048168 INCLUSIVE
ROAD AND BRIDGE FUND	5012959 THROUGH 5012989 INCLUSIVE

AND THAT THE CHAIRMAN AND THE CLERK BE AUTHORIZED TO ISSUE COUNTY WARRANTS COVERING SAME.

8. REMOVED FROM CONSENT.

9. THE ADOPTION OF THE FOLLOWING RESOLUTIONS TO REFLECT UNANTICIPATED MONIES IN THE GENERAL FUND, THE ROAD & BRIDGE FUND AND THE SECONDARY ROAD PROJECT (PAVING FUND, AS SUBMITTED BY THE COUNTY FINANCE DEPARTMENT:

R E S O L U T I O N

IN COMPLIANCE to the laws of the State of Florida, as per Florida Statute 129.06(b), the undersigned Clerk and Auditor for the Board of County Commissioners of Taylor County, Florida, made and prepared the following budget changes to reflect unanticipated monies for a particular purpose which caused the **GENERAL FUND** for the fiscal period ending September 30, 2014, to be in excess of the advertised budget.

BE IT RESOLVED that the listed receipts and appropriations be added to, included in and transferred to the **GENERAL FUND** budget for the fiscal year ending September 30, 2014.

<u>Amount</u>	<u>Account</u>	<u>Account Name</u>
Revenue:		
\$37,584	001-3342007	911 Rural County Maintenance(Spring)Grant
Expenditures:		
\$37,584	0255-56400	Capital Outlay - Equipment

NOW THEREFORE BE IT RESOLVED by the Board of County Commissioners of Taylor County, Florida, that they do approve as provided by law this resolution this 17th day of December, 2013 at Perry, Taylor County, Florida, to amend the budget for the fiscal period ending September 30, 2014 with a motion by Commissioner Moody, seconded by Commissioner Teagle, and carried unanimously.



Mae Murphy
Mae Murphy, Clerk-Auditor

Walter V. Page
Chairman

(New Grant Awarded for 2014 FY-"spring" grant)

R E S O L U T I O N

IN COMPLIANCE to the laws of the State of Florida, as per Florida Statute 129.06(b), the undersigned Clerk and Auditor for the Board of County Commissioners of Taylor County, Florida, made and prepared the following budget changes to reflect unanticipated monies for a particular purpose which caused the **GENERAL FUND** for the fiscal period ending September 30, 2014, to be in excess of the advertised budget.

BE IT RESOLVED that the listed receipts and appropriations be added to, included in and transferred to the **GENERAL FUND** budget for the fiscal year ending September 30, 2014.

Amount	Account	Account Name
\$21,806	001-3899010	Cash Carry Forward
		State Aid Library -
\$ 5,012	0431-51200	Regular Salaries/Wages
\$ 2,487	0431-52110	Fica/Medic
\$ 2,259	0431-52200	Retirement
\$ 7,742	0431-52300	Health Insurance
\$ 50	0431-52320	Life Insurance
\$ 88	0431-52400	Workers' Comp. Insurance
\$ 4,168	0431-56600	Books/Publ/Library Materials
\$21,806		Total Expenditures

NOW THEREFORE BE IT RESOLVED by the Board of County Commissioners of Taylor County, Florida, that they do approve as provided by law this resolution this 17th day of December, 2013 at Perry, Taylor County, Florida, to amend the budget for the fiscal period ending September 30, 2014

Motion by Commissioner Moody
 Seconded by Commissioner Seale, and carried
 Unanimously.

Annie Mae Murphy
 Annie Mae Murphy, Clerk-Auditor

Malcolm V. Seale
 Chairman

(State Aid Funds Remaining FYE'13 - not Budgeted 2014)

R E S O L U T I O N

IN COMPLIANCE to the laws of the State of Florida, as per Florida Statute 129.06(b), the undersigned Clerk and Auditor for the Board of County Commissioners of Taylor County, Florida, made and prepared the following budget changes to reflect unanticipated monies for a particular purpose which caused the **GENERAL FUND** for the fiscal period ending September 30, 2014, to be in excess of the advertised budget.

BE IT RESOLVED that the listed receipts and appropriations be added to, included in and transferred to the **GENERAL FUND** budget for the fiscal year ending September 30, 2014.

Amount	Account	Account Name
\$14,542	001-3899010	General Fund - Cash Brought Forward
\$14,542	0229-54100	Communications Surcharge Communications

NOW THEREFORE BE IT RESOLVED by the Board of County Commissioners of Taylor County, Florida, that they do approve as provided by law this resolution this 17th day of December, 2013 at Perry, Taylor County, Florida, to amend the budget for the fiscal period ending September 30, 2014 with a motion by Commissioner Moody, seconded by Commissioner Teague, and carried unanimously.



Maureen Murphy
Clerk-Auditor

Malcolm V. Sage
Chairman

(Represents "radio communications surcharge" funds @ 9/30/13 in excess of the 2014 budget)

R E S O L U T I O N

IN COMPLIANCE to the laws of the State of Florida, as per Florida Statute 129.06(b), the undersigned Clerk and Auditor for the Board of County Commissioners of Taylor County, Florida, made and prepared the following budget changes to reflect unanticipated monies for a particular purpose which caused the ROAD & BRIDGE FUND for the fiscal period ending September 30, 2014, to be in excess of the advertised budget.

BE IT RESOLVED that the listed receipts and appropriations be added to, included in and transferred to the ROAD & BRIDGE FUND budget for the fiscal year ending September 30, 2014.

<u>Amount</u>	<u>Account</u>	<u>Account Name</u>
\$215,000	105-3811010	Interfund Transfer (from General Fund)
\$215,000	0301-56400	Road Dept.- Capital/Equipment

NOW THEREFORE BE IT RESOLVED by the Board of County Commissioners of Taylor County, Florida, that they do approve as provided by law this resolution this 19th day of November 2013 at Perry, Taylor County, Florida, to amend the budget for the fiscal period ending September 30, 2014 with a motion by Commissioner Moody

seconded by Commissioner Teagle, and carried unanimously.



Anne Mae Murphy
Anne Mae Murphy, Clerk-Auditor

Malcolm V. Bag
Chairman

(BCC approved CIP-use of general revenue funds for purchase of motor grader)

R E S O L U T I O N

IN COMPLIANCE to the laws of the State of Florida, as per Florida Statute 129.06(b), the undersigned Clerk and Auditor for the Board of County Commissioners of Taylor County, Florida, made and prepared the following budget changes to reflect unanticipated monies for a particular purpose which caused the SECONDARY ROAD PROJECT (PAVING) FUND for the fiscal period ending September 30, 2014, to be in excess of the advertised budget.

BE IT RESOLVED that the listed receipts and appropriations be added to, included in and transferred to the SECONDARY ROAD PROJECT FUND budget for the fiscal year ending September 30, 2014.

Amount	Account	Account Name
\$160,658	106-1899010	Secondary Road Project Fund -
		Cash Brought Forward
\$ 87,480	0308-56308	Aucilla Landing Paving
\$ (6,925)	0308-56311	District 1 - Road Paving
\$ 87,350	0308-56312	District 2 - Road Paving
\$ (7,247)	0308-56313	District 3 - Road Paving
\$ 0	0308-56314	District 4 - Road Paving
\$ 0	0308-56315	District 5 - Road Paving
\$160,658	Total	

NOW THEREFORE BE IT RESOLVED by the Board of County Commissioners of Taylor County, Florida, that they do approve as provided by law this resolution this 19th day of November, 2013 at Perry, Taylor County, Florida, to amend budget for the fiscal period ending September 30, 2014.



Motion by Commissioner Moody,
 seconded by Commissioner Teague, and carried
 Unanimously.

Annie Mae Murphy
 Annie Mae Murphy, Clerk-Auditor

Harold V. Gage
 Chairman

Represents balance of road paving funds by district @ FYE 2013, (over)/ under projected in 2014 budget.

10. THE APPROVAL TO ADVERTISE FOR REQUEST FOR PROPOSALS FOR TAYLOR COUNTY CLOSED LANDFILL MOWING AND FERTILIZING SERVICES, AS AGENDAED BY KENNETH DUDLEY, COUNTY ENGINEER.
 11. THE APPROVAL TO ADVERTISE FOR THE CONSTRUCTION OF AGNER ACRES, AUCILLA LANDING AND FREEMAN ROAD, UNDER THE SECONDARY ROADS IMPROVEMENT PLAN, AND ROADS WITHIN THE STEINHATCHEE ACRES SUBDIVISION, UNDER MSBU IMPROVEMENTS, AS AGENDAED BY THE COUNTY ENGINEER.
 12. THE APPROVAL OF SHARON MONROE, NORMA WELLS, STANLEY AND TAMMY SMITH, AND BARBARA GENT AS SHIP PROGRAM RECIPIENTS FOR REHABILITATION, AND MICHELLE FREEMAN AND MERDINE MATHIS AS SHIP RECIPIENTS FOR DEMOLITION AND NEW CONSTRUCTION OF THEIR HOMES, AS AGENDAED BY MELODY COX, GRANTS COORDINATOR.
- THE BOARD AND THE CLERK DISCLOSED NO RELATION TO THE RECIPIENTS.
13. THE RATIFICATION OF THE COUNTY ADMINISTRATOR'S SIGNATURE APPROVING THE RENEWAL OF THE T-HANGAR LEASE AGREEMENT AT PERRY-FOLEY AIRPORT, FOR PAUL CALAFIORE, AS AGENDAED BY THE GRANTS COORDINATOR.
 14. THE RATIFICATION OF THE BOARD CHAIRMAN'S SIGNATURE ON THE CERTIFICATE OF ACCEPTANCE OF THE SUBGRANT AWARD FOR THE 2013-2014 FLORIDA DEPARTMENT OF LAW ENFORCEMENT (FDLE) EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) PROGRAM, AS AGENDAED BY THE GRANTS COORDINATOR.
 15. THE REVIEW OF THE AUDIT FOR YEARS ENDED SEPTEMBER 30, 2013 AND 2012 OF THE TAYLOR COUNTY 4-H FOUNDATION, INC., AND THE RELEASE OF FY 2014 BUDGETED FUNDS TO THE 4-H FOUNDATION, AS AGENDAED BY CLAY OLSON, COUNTY EXTENSION DIRECTOR.
 16. THE RATIFICATION OF THE BOARD CHAIRMAN'S SIGNATURE ON A CONTRACT WITH B&B SANITATION TO PROVIDE PORTABLE TOILET SERVICE TO THE COUNTY'S NINE SOLID WASTE COLLECTION CENTERS, AS AGENDAED BY GARY WAMBOLT, ENVIRONMENTAL SERVICES DIRECTOR.
 17. THE RATIFICATION OF THE COUNTY ADMINISTRATOR'S SIGNATURE

APPROVING THE HISTORICAL SUMMARY BY EXPENDITURES FORM FOR THE COUNTY'S EMERGENCY MANAGEMENT DEPARTMENT, AS AGENDAED BY DUSTIN HINKEL, EMERGENCY MANAGEMENT DIRECTOR.

18. THE REVIEW OF THE AUDIT FOR THE TAYLOR COUNTY DEVELOPMENT AUTHORITY (TCDA), AND RELEASE OF FY 2014 BUDGETED FUNDS TO THE TCDA, IN THE AMOUNT OF \$140,000, AS AGENDAED BY SCOTT FREDERICK, TCDA DIRECTOR.
19. THE APPROVAL OF A LETTER OF COMMITMENT FOR THE NORTH FLORIDA ECONOMIC DEVELOPMENT PROGRAM RURAL DEVELOPMENT GRANT, AS AGENDAED BY THE TCDA DIRECTOR.

UPON MOTION OF COMMISSIONER FEAGLE, WITH SECOND BY COMMISSIONER MOODY, AND BY UNANIMOUS VOTE, THE BOARD APPROVED THE AMENDED BOARD CALENDAR FOR 2014 (WORKSHOP SCHEDULED FOR TUESDAY, AUGUST 26, 2014, CHANGED TO THURSDAY, AUGUST 28, 2014, DUE TO AUGUST 26 BEING ELECTION DAY).

PUBLIC REQUESTS:

WALTER ROWELL APPEARED TO DISCUSS THE AIRPORT HAY LEASE, AND REQUESTED THAT THE BOARD CONSIDER EXTENDING THE LEASE FOR AN ADDITIONAL FIVE (5) YEARS. MR. ROWELL STATED THAT THE PREVIOUS CONTRACTOR USED CHEMICALS THAT KILLED THE PERENIAL PEANUT HAY. MELODY COX, GRANTS COORDINATOR, STATED THAT THE CONTRACT EXPIRES IN JANUARY, AND THERE IS MUCH INTEREST IN ADVERTISING FOR BIDS TO GET THE MOST DOLLARS AVAILABLE. BILL ROBERTS, AIRPORT MANAGER, STATED THAT THERE ARE PROBLEMS WITH COW BIRDS AND BUZZARDS ON AIRPORT PROPERTY. MR. ROWELL STATED THAT HE DOES NOT OBJECT TO ADVERTISING FOR BIDS ON THE HAY HARVEST. UPON MOTION OF COMMISSIONER DEVANE, WITH SECOND BY COMMISSIONER MOODY, AND BY UNANIMOUS VOTE, THE BOARD AGREED TO ADVERTISE FOR HAY HARVEST AT THE PERRY-FOLEY AIRPORT.

CONSTITUTIONAL OFFICERS/OTHER GOVERNMENTAL UNITS:

THE BOARD REVIEWED APPLICATIONS AND RANKED APPLICANTS FOR TWO (2) POSITIONS ON THE TCDA BOARD OF DIRECTORS, AS AGENDAED BY SCOTT FREDERICK, TCDA DIRECTOR. UPON MOTION OF COMMISSIONER PATTERSON, WITH SECOND BY COMMISSIONER DEVANE, AND BY UNANIMOUS VOTE, THE BOARD APPOINTED RICHARD GARDNER AND THOMAS DEMPS TO A 2-YEAR TERM ON THE TCDA BOARD OF DIRECTORS.

COUNTY STAFF ITEMS:

THE BOARD REVIEWED AND DISCUSSED APPROVAL OF THE FDOT SMALL COUNTY OUTREACH PROGRAM (SCOP) REIMBURSEMENT AGREEMENT FOR THE WIDENING AND RESURFACING OF ROBERTS AMAN ROAD (CR 361B), AND THE ADOPTION OF A RESOLUTION AUTHORIZING EXECUTION BY THE CHAIRMAN, AS AGENDAED BY THE COUNTY ENGINEER.

UPON MOTION OF COMMISSIONER FEAGLE, WITH SECOND BY COMMISSIONER MOODY, AND BY UNANIMOUS VOTE, THE COUNTY ATTORNEY WAS AUTHORIZED TO READ THE PROPOSED RESOLUTION.

UPON MOTION OF COMMISSIONER FEAGLE, WITH SECOND BY COMMISSIONER MOODY, AND BY UNANIMOUS VOTE, THE BOARD APPROVED THE FDOT SMALL COUNTY OUTREACH PROGRAM (SCOP) REIMBURSEMENT AGREEMENT FOR THE WIDENING AND RESURFACING OF ROBERTS AMAN ROAD (CR 361B).

UPON MOTION OF COMMISSIONER DEVANE, WITH SECOND BY COMMISSIONER MOODY, AND BY UNANIMOUS VOTE, THE BOARD ADOPTED THE FOLLOWING AUTHORIZING RESOLUTION:

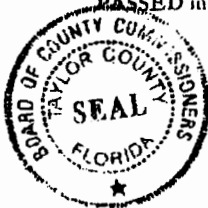
RESOLUTION NO. N/A

WHEREAS, The Board of County Commissioners have been informed that a Resolution should be passed authorizing the Chairperson of the Board of County Commissioners to enter into the Small County Outreach Program (SCOP) Reimbursement Agreement to widen and resurface Roberts Aman Road (CR 361B) from just East of Joel Aman Road to Johnson Stripling Road (CR 361).

THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Taylor County, Florida, that:

1. The Chair of the Board is authorized to enter into the SCOP Reimbursement Agreement to widen and resurface Roberts Aman Road (CR 361B) from just East of Joel Aman Road to Johnson Stripling Road (CR 361)

PASSED in regular session this 17th day of December, 2013.



BOARD OF COUNTY COMMISSIONERS
TAYLOR COUNTY, FLORIDA

BY Malcolm Y. Page
MALCOLM PAGE, Chairperson

ATTEST:

Annie Mae Murphy
ANNIE MAE MURPHY, Clerk

THE BOARD REVIEWED AND DISCUSSED APPROVAL OF THE FDOT SMALL COUNTY ROAD ASSISTANCE PROGRAM (SCRAP) REIMBURSEMENT AGREEMENT FOR THE WIDENING AND RESURFACING OF NORTH ELLISON ROAD (CR 252), AND THE ADOPTION OF A RESOLUTION AUTHORIZING EXECUTION BY THE CHAIRMAN, AS AGENDAED BY THE COUNTY ENGINEER.

UPON MOTION OF COMMISSIONER FEAGLE, WITH SECOND BY COMMISSIONER DEVANE, AND BY UNANIMOUS VOTE, THE COUNTY ATTORNEY WAS AUTHORIZED TO READ THE PROPOSED RESOLUTION.

UPON MOTION OF COMMISSIONER FEAGLE, WITH SECOND BY COMMISSIONER DEVANE, AND BY UNANIMOUS VOTE, THE BOARD APPROVED THE FDOT SMALL COUNTY ROAD ASSISTANCE PROGRAM (SCRAP) REIMBURSEMENT AGREEMENT FOR THE WIDENING AND RESURFACING OF NORTH ELLISON ROAD (CR 252).

UPON MOTION OF COMMISSIONER FEAGLE, WITH SECOND BY COMMISSIONER DEVANE, AND BY UNANIMOUS VOTE, THE BOARD ADOPTED THE FOLLOWING AUTHORIZING RESOLUTION:

RESOLUTION NO. N/A

WHEREAS, The Board of County Commissioners have been informed that a Resolution should be passed authorizing the Chairperson of the Board of County Commissioners to enter into the Small County Road Assistance Program (SCRAP) Reimbursement Agreement to resurface North Ellison Road (CR 252) from Green Street/San Pedro Road (CR 356) to East Ellison Road (CR 255A).

THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Taylor County, Florida, that:

1. The Chair of the Board is authorized to enter into the SCRAP Reimbursement Agreement to resurface North Ellison Road (CR 252) from Green Street/San Pedro Road (CR 356) to East Ellison Road (CR 255A).

PASSED in regular session this 17th day of December, 2013.



ATTEST:

Annie Mae Murphy
ANNIE MAE MURPHY, Clerk

BOARD OF COUNTY COMMISSIONERS
TAYLOR COUNTY, FLORIDA.

BY: Malcolm L. Page
MALCOLM PAGE, Chairperson

UPON MOTION OF COMMISSIOINER PATTERSON, WITH SECOND BY COMMISSIONER MOODY, AND BY UNANIMOUS VOTE, THE BOARD APPROVED A REQUEST FOR THE COUNTY TO FUND THE BIG BEND TRANSIT "IN-TOWN" SHUTTLE PROGRAM FROM DECEMBER 19 THROUGH DECEMBER 31, 2013 TO ALLOW CITIZENS TO RIDE THE SHUTTLE AT NO COST, AS AGENDAED BY THE GRANTS COORDINATOR.

UPON MOTION OF COMMISSIONER PATTERSON, WITH SECOND BY COMMISSIONER FEAGLE, AND BY UNANIMOUS VOTE, THE BOARD APPROVED A REQUEST TO EXECUTE THE ONE-YEAR EXTENSION FOR ROADSIDE MOWING, AS PROVIDED IN THE ROADSIDE MOWING CONTRACT WITH KERRY PUHL LAWNWORKS, INC., AND AGENDAED BY ANDY MCLEOD, PUBLIC WORKS DIRECTOR.

GENERAL BUSINESS:

UPON MOTION OF COMMISSIONER FEAGLE, WITH SECOND BY COMMISSIONER PATTERSON, AND BY UNANIMOUS VOTE, THE BOARD APPROVED THE FOLLOWING BOARD ASSIGNMENTS FOR FY 2013-2014, AS AGENDAED BY THE COUNTY ADMINISTRATOR:



Board Assignments for FY 2014

Commissioner Page/Chair

- Aucilla Regional Landfill
- Budget and Finance Committee
- North Florida Workforce Consortium
- Taylor County Development Authority (Alt.)
- Taylor County Recreation Advisory Board

Com. DeVane

- Big Bend Water Authority (BBWA)
- Small Counties Coalition
- Tourist Development Council (TDC – Alt.)

Com. Feagle/Vice Chair

- Florida Association of Counties (FAC)
- Forest Capital Hall Renovations (FCH)
- Taylor County Development Authority (TCDA)
- Tourist Development Council (TDC)

Com. Moody

- Airport Advisory Committee (AAC)
- DMH Hospital
- Florida Association of Counties (FAC)
- Gulf Coast Consortium RESTORE Act
- Small Counties Coalition

Com. Patterson

- Equal Employment Opportunity (EEO)
- Forest Capital Hall Renovations (FCH – Alt.)
- Housing/CDBG/SHIP
- North Central Florida Regional Planning Council
- Three Rivers Regional Library Cooperative
- Transportation Disadvantage

As of: 12/17/13

COUNTY ADMINISTRATOR ITEMS:

UPON MOTION OF COMMISSIONER PATTERSON, WITH SECOND BY COMMISSIONER DEVANE, AND BY UNANIMOUS VOTE, THE BOARD APPROVED THE BOARD RULES FOR FY 2013-2014, SAME BEING ON FILE WITH THE COUNTY ADMINISTRATOR.

THE COUNTY ADMINISTRATOR DISCUSSED A REQUEST FROM WASTE PRO, CONCERNING THE CONSUMER PRICE INDEX (CPI), AND THE ACTION TO BE TAKEN BY THE BOARD. UPON MOTION OF COMMISSIONER PATTERSON, WITH SECOND BY COMMISSIONER MOODY, AND BY UNANIMOUS VOTE, THE BOARD APPROVED STAFF RECOMMENDATION TO APPROVE THE CPI INCREASE NOT TO EXCEED THE CPI FOR THE PREVIOUS YEAR, AS STATED IN ITEM 2, PAGE 16 OF THE PROPOSAL.

THE BOARD REVIEWED AND DISCUSSED ADOPTION OF A RESOLUTION PROVIDING A WORK PERFORMANCE INCENTIVE PAYMENT FOR PROBATIONARY, TEMPORARY, ON-CALL, OR SEASONAL EMPLOYEES AND PROVIDING AN EFFECTIVE DATE. UPON MOTION OF COMMISSIONER FEAGLE, WITH SECOND BY COMMISSIONER MOODY, AND BY UNANIMOUS VOTE, THE COUNTY ATTORNEY WAS AUTHORIZED TO READ THE PROPOSED RESOLUTION, BY TITLE.

UPON MOTION OF COMMISSIONER FEAGLE, WITH SECOND BY COMMISSIONER DEVANE, AND BY UNANIMOUS VOTE, THE BOARD ADOPTED THE FOLLOWING RESOLUTION:

RESOLUTION 2013-12-N/A

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF TAYLOR COUNTY, FLORIDA, PROVIDING A WORK PERFORMANCE INCENTIVE PAYMENT FOR PROBATIONARY, TEMPORARY, ON-CALL, OR SEASONAL EMPLOYEES AND PROVIDING AN EFFECTIVE DATE.

RECITALS

WHEREAS, the Board of County Commissioners, the Constitutional Officers, and the County Administrator are blessed to have loyal and dedicated employees serving the needs of the citizens of Taylor County, and

WHEREAS, during a time that Taylor County has seen declining revenues while experiencing significant increases in unfunded mandates from the state and the cost of living, our dedicated employees continue to persevere do more with less, and

WHEREAS, in recognition of the efficiencies and efforts produced by the employees in carrying out their assigned task, it is the desire of the Board of Taylor County, Florida to grant each qualified employee as provided below, a one-time "Work Performance Incentive".

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Taylor County, Florida, as follows:

- 1) All Taylor County employees who are currently completing their probationary period and were employed as of the effective date of this resolution who receive a successful evaluation shall receive a gift card in the amount of \$25, if they are still employed as of the 20th day of December, 2013.
- 2) All seasonal, on-call, or temporary Taylor County employees who were employed as of the effective date of this resolution who receive a successful evaluation shall receive a gift card in the amount of \$25, if they are still employed as of the 20th day of December, 2013.



BOARD OF COUNTY COMMISSIONERS
TAYLOR COUNTY, FLORIDA

BY: Malcolm V. Page
Malcolm Page, Chairman

ATTEST:
Annie Mae Murphy
ANNIE MAE MURPHY, Clerk

30. THE COUNTY ADMINISTRATOR DISCUSSED THE FOLLOWING INFORMATIONAL ITEMS:

A. ADVISED THAT WITH THE APPROACHING HOLIDAYS, SOME EMPLOYEES WILL BE TAKING LEAVE.

B. ADVISED THAT HE IS WORKING ON ROLL-OFF SITE COMPLETION.

ADDITIONAL COMMENTS AND CONCERNS FROM THE PUBLIC FOR

NON-AGENDAED ITEMS:

MARK VIOLA REPORTED TO THE BOARD ON THE BLUES FESTIVAL AT FOREST CAPITAL HALL.

BOARD INFORMATIONAL ITEMS:

COMMISSIONER PATTERSON DISCUSSED A REQUEST FROM TERESA SUMMERALL REGARDING SKATE BOARDING AT THE SPORTS COMPLEX. THE COUNTY ADMINISTRATOR ADVISED THAT THE COUNTY'S INSURANCE CARRIER DOES NOT WANT ANY PART OF THE EVENT.

COMMISSIONER PATTERSON DISCUSSED THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL (NCFRPC) MEETING AND TRANSPORTATION ISSUE TO BE LOOKED AT BY REPRESENTATIVE BESHEARS.

COMMISSIONER DEVANE WISHED ALL A MERRY CHRISTMAS.

COMMISSIONER FEAGLE DISCUSSED ISSUES AT THE ROLL-OFF SITES; ASSISTANCE TO THE ELDERLY WITH UNLOADING GARBAGE AT ROLL-OFF SITES AND HOW OTHER COUNTIES HANDLE THE ISSUE.

COMMISSIONER PATTERSON STATED THAT MR. WILLIAMS IS CONCERNED ABOUT THE ELDERLY AND HANDICAPPED GARBAGE DISPOSAL.

COMMISSIONER MOODY RECOMMENDED WINDSHIELD STICKERS FOR COUNTY

RESIDENTS FOR ROLL-OFF SITE ACCESS.

THE COUNTY ATTORNEY DISCUSSED THE BROOKS LAWSUIT AND STATED THAT THE INSURANCE COMPANY HAS PROVIDED AN ATTORNEY.

THE COUNTY ATTORNEY STATED THAT HE WILL HAVE A CONFLICT WITH THE JANUARY 6, 2014 MEETING OF THE BOARD DUE TO THE FSU NATIONAL CHAMPIONSHIP GAME.

THE COUNTY ATTORNEY EXPRESSED HIS APPRECIATION TO THE BOARD TO THEIR RESOLUTION TO OBY BRANNEN.

CHAIRMAN PAGE STATED THAT HARRISON BLUE ROLL-OFF SITE NEEDS ATTENTION; REPORTED ON THE LEGISLATIVE DELEGATION MEETING OF DECEMBER 16; ADVISED THAT THE REGIONAL LANDFILL IS LOOKING AT AN AREA FOR CITIES.

THE BOARD AND THE CLERK WISHED EVERYONE A MERRY CHRISTMAS.

THE HOUR BEING APPROXIMATELY 7:15 P.M., AND THERE BEING NO FURTHER BUSINESS, COMMISSIONER PATTERSON MADE A MOTION, WITH SECOND BY COMMISSIONER DEVANE, TO ADJOURN. THE MOTION TO ADJOURN PASSED BY UNANIMOUS VOTE OF THE BOARD, SUBJECT TO CALL.

BOARD OF COUNTY COMMISSIONERS

TAYLOR COUNTY, FLORIDA

BY:

Malcolm V. Page

MALCOLM V. PAGE, CHAIRMAN

ATTEST:

Annie Mae Murphy

ANNIE MAE MURPHY, CLERK

Appendix M: Special Designation

STATE OF FLORIDA

OFFICE OF THE GOVERNOR

EXECUTIVE ORDER NUMBER 13-151

WHEREAS, although economic progress has been made in many rural areas, the growth and prosperity enjoyed by many communities in the State during the past 45 years has not extended into all of Florida's rural areas; and

WHEREAS, these communities are stewards of the vast majority of Florida's land and natural resources, upon which the State's continued growth and prosperity depend; and

WHEREAS, successful rural communities are essential to the overall success of the State's economy and quality of life; and

WHEREAS, certain rural communities are struggling to maintain, support or enhance job creating activities or to generate revenues for education and other critical government services such as infrastructure, transportation and safety; and

WHEREAS, the challenges faced by these rural communities threaten their well-being and viability; and

WHEREAS, section 288.0656 (7), Florida Statutes, authorizes the Rural Economic Development Initiative to recommend to the Governor up to three areas for designation as rural areas of critical economic concern; and

WHEREAS, a rural area of critical economic concern is comprised of rural communities designated by the Governor that has been adversely affected by an extraordinary economic event, severe or chronic distress, or a natural disaster or that presents a unique economic development opportunity of regional impact; and

WHEREAS, the Counties of Baker, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Putnam, Suwannee, Taylor, and Union were designated on April 23, 2003, by Executive Order 03-74, as a Rural Area of Critical Economic Concern for a term of five years; and

WHEREAS, the designation expired on April 23, 2008, and the Rural Economic Development Initiative met on April 18, 2008, and agreed to recommend the Governor continue the designation of the counties of Baker, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Putnam, Suwannee, Taylor and Union as a Rural Area of Critical Economic Concern; and

WHEREAS, The counties of Baker, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Putnam, Suwannee, Taylor and Union were re-designated on June 11, 2008, by Executive Order 08-132, as a Rural Area of Critical Economic Concern for a period of five years; and

WHEREAS, the re-designation will expire on June 11, 2013, and the Rural Economic Development Initiative met on April 26, 2013 and agreed to recommend the Governor continue the designation of the counties of Baker, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Putnam, Suwannee, Taylor and Union as a Rural Area of Critical Economic Concern;

NOW, THEREFORE, I, RICK SCOTT, as Governor of Florida, by virtue of the authority vested in me by Article IV, Section 1(a), Florida Constitution, and Section 288.0656 (7), Florida Statutes, do hereby issue the following Executive Order, effective immediately:

Section 1.

The area within the boundaries of the Counties of Baker, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Putnam, Suwannee, Taylor, and Union is designated as a Rural Area of Critical Economic Concern.

Section 2.

This area shall be a priority assignment for the Rural Economic Development Initiative.

Section 3.

On a case-by-case basis, the criteria, requirements or similar provisions of economic development incentives may be waived. Such incentives include, but shall not be limited to, the Qualified Target Industry Tax Refund Program under section 288.106, Florida Statutes, the Quick Response Training Program under section 288.047, Florida Statutes, the Quick Response Training Program for participants in the Welfare Transition Program under section 288.047(8), Florida Statutes, Economic Development Transportation projects under section 339.2821, Florida Statutes, the Brownfield Redevelopment Bonus Refund under section 288.107, Florida Statutes, and the Rural Job Tax Credit Program under sections 212.098 and 220.1895, Florida Statutes.

Section 4.

Access to the assistance available under this Designation as a Rural Area of Critical Economic Concern shall be contingent upon the execution of memoranda of agreement between the Department of Economic Opportunity, the governing bodies of the counties, and the governing bodies of the municipalities included within the area. Such memoranda of agreement shall specify the terms and conditions of the designation, including, but not limited to, the duties and responsibilities of the counties and municipalities to take actions designed to facilitate the retention

and expansion of existing businesses in the area, the recruitment of new businesses to the area, as well as to improve the economic viability in the area.

Section 5.

This designation shall be in effect for five years and will expire on June 12th, 2018. The Rural Economic Development Initiative may recommend the designation be terminated or continued based on economic development progress from current base lines or upon performance under the memoranda of agreement.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Florida to be affixed at Tallahassee, this 12th day of June, 2013.



RICK SCOTT, GOVERNOR



ATTEST:



KEN DETZNER
SECRETARY OF STATE

FILED
2013 JUN 12 AM 9:04
DEPARTMENT OF STATE
TALLAHASSEE, FLORIDA

Rick Scott
GOVERNOR



Jesse Panuccio
EXECUTIVE DIRECTOR

May 21, 2013

**North Central Rural Area of Critical Economic Concern (RACEC)
Recommendation for Re-designation of the Area**

RECOMMENDATION:

Pursuant to s. 288.0656 (7)(a), F.S., the Rural Economic Development Initiative (REDI) has recommended that the Governor re-designate the counties of Baker, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Putnam, Suwannee, Taylor, and Union as the North Central Rural Area of Critical Economic Concern (RACEC).

DEO concurs with REDI's recommendation and supports the re-designation. Pursuant to s. 288.0656(7)(a), F.S., the Governor may re-designate the North Central RACEC by executive order.

A draft executive order is attached.

Approval: Jesse Panuccio

☒ Yes

☐ Yes, with changes

Approval: Governor Rick Scott

☒ Yes

☐ Yes, with changes

Please return to Sherri Martin, (850) 717-8520



107 E. Madison Street
Caldwell Building, MSC 160
Tallahassee, FL 32399
www.floridajobs.org

O 850.717.8520
C 850.766.9830
F 850.717.8522
Sherri.Martin@deo.myflorida.com

FLORIDA DEPARTMENT of
ECONOMIC OPPORTUNITY

Sherri Martin
Development Representative
Supervisor

Caldwell Building 107 E. Madison Street Tallahassee, FL 32399
O 245.7105 850.921.3223 Fax
www.FLDEO.com www.facebook.com/FLDEO

RA-OK
2.2.1 - 02
OK
RA

Appendix N: ED Documentation

Not Applicable

Household Income Verification Form (Form I-1)

Not Applicable

TAYLOR COUNTY BOARD OF COMMISSIONERS

County Commission Agenda Item

SUBJECT/TITLE:



The Airport Advisory Committee (AAC) currently has three open positions. Two terms expired which were held by Morris Steen and Ken Arnold. The third position is open as Don Asmus resigned due to health issues. The County has advertised for these positions and accepted applications for 30 days. One application was submitted. Ken Arnold was the only applicant requesting to be reappointed to the committee.

MEETING DATE REQUESTED:

March 3, 2014

Statement of Issue: Three positions are open on the AAC. Two of the openings were three years terms and one of the openings was for a two year term. The only application received was from Ken Arnold who is requesting to be reappointed to the AAC for a three year term.

Recommended Action: Staff recommends the reappointment of Mr. Arnold to one of the three year terms and re-advertising for the other two positions.

Fiscal Impact: Not Applicable

Budgeted Expense: Y/N

Submitted By: Melody Cox

Contact: Melody Cox

SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

History, Facts & Issues: Two, three year terms expired in February 2014 and one member resigned from the Airport Advisory Committee and this position would be for a two year term. The positions were advertised in the local paper and applications were accepted until February 21, 2014. The AAC meets at the airport conference room at 12:00 pm the fourth Wednesday of each month.

Attachments: Advisory Board Committee Applications from Kenneth Arnold.



Perry – Foley Airport
511 Industrial Park Drive
Perry, FL 32348

AIRPORT ADVISORY COMMITTEE APPLICATION

Thank you for applying to fill an Airport Advisory Committee vacancy. Please complete the following questionnaire and return it to the Perry – Foley Airport Manager on or prior to the advertised close date.

NAME: KENNETH ARNOLD DATE: 2-21-14

ADDRESS 15508 SNAPPER ST PERRY, FL 32348-2856

TELEPHONE: (850) 578-2188 ALTERNATE TELEPHONE: (850) 295-4680

FAX: _____ EMAIL: arnoldk1@fairpoint.net

PLACE OF EMPLOYMENT: RETIRED - STATE of FLORIDA HOW LONG? 26 yrs

POSITION: AGENCY for HEALTHCARE Admin HOW LONG? _____

ARE YOU A RESIDENT OF TAYLOR COUNTY? YES DO YOU HAVE A CURRENT PILOT LICENSE? NO (LICENSED but NOT CURRENT)

DESCRIBE YOUR EXPERIENCE ASSOCIATED WITH AVIATION, AIRPORT OPERATIONS, OR OTHER ACTIVITIES THAT MAY LEAD TO PROMOTING PERRY-FOLEY AIRPORT'S PUBLIC SERVICE NOW AND IN THE FUTURE.

Life long interest in Aviation
NAVAL AVIATION 1968-1971 (AVIATION ELECTRONICS TECH)
PRIVATE LICENSE 1979

HAVE YOU EVER SERVED ON THE PERRY-FOLEY AIRPORT ADVISORY COMMITTEE? YES, IF YES, FROM 2011 TO 2014

BRIEFLY DESCRIBE YOUR OPINION AS TO THE FUNCTION OF THE AIRPORT ADVISORY COMMITTEE

STAY AWARE of current issues & Regs as they related to Airport operation and MANAGEMENT. SERVE as a RESOURCE to the County Commission on Airport issues.

AS AN AIRPORT ADVISORY COMMITTEE MEMBER, YOU WOULD BE EXPECTED TO ATTEND MONTHLY MEETINGS, PARTICIPATE IN ACTIVITIES INVOLVING FAA, FDOT, COUNTY GOVERNMENT AND PRIVATE ENTERPRISES, AND THE AIRPORT MANAGER. BRIEFLY STATE HOW YOUR CONTRIBUTIONS WOULD ASSIST IN MAKING DECISIONS AND PROMOTE THE AIRPORT WITH THESE ENTITIES OR GROUPS.

Business Admin background particularly in Public Administration.

I AM willing to invest time and effort to stay AWARE of current issues and engage in Regional mtgs to help Perry-Foley Airport.

THANK YOU FOR YOUR INTEREST IN THE PERRY-FOLEY AIRPORT OPERATIONS. FOR SECURITY PURPOSES YOU MAY BE ASKED TO PROVIDE ADDITIONAL INFORMATION SUCH AS REFERENCES AND RESIDENCE VERIFICATION AS PART OF THE INTERVIEW PROCESS. APPLICATIONS WILL BE KEPT ON FILE FOR AN INDEFINITE PERIOD.

Please note: Due to State laws regarding public information, this form and other communications, including electronic, may be disclosed as a public media data source upon valid request.

TAYLOR COUNTY BOARD OF COMMISSIONERS

County Commission Agenda Item

SUBJECT/TITLE:



BOCC Regular Board Meeting

Meeting Date:

March 3, 2014

Statement of Issue: TCDA quarterly update on economic development initiatives

Recommendation: Currently there is no recommendation, the TCDA goal is to keep the BOCC informed relative to economic development initiatives.

Fiscal Impact: \$ n/a **Budgeted Expense:** Yes ☐ No ☐ N/A ☒

Submitted By: Taylor County Development Authority

Contact: Scott Frederick

SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

History, Facts & Issues:

Options:

1. _____
2. _____

Attachments:

1. _____
2. _____



NORTH FLORIDA'S RISING STAR

TAYLOR COUNTY DEVELOPMENT AUTHORITY

“Building the Program” 2012-Current

Program Initiatives and Accomplishments

EDUCATE

- Attend the Southern Economic Development Council Annual Conference, elected Florida State Director, for a 17 state organization, 2 year term
- Attend the International Economic Development Council Annual Conferences in Houston and Philadelphia
- Attend the Florida Economic Development Council Annual Conferences in Tampa and Orlando
- Attend the North Florida Regional Planning Council quarterly meetings, Gainesville, Florida
- Attend the North Florida Economic Development Partnership quarterly meetings Lake City
- Attend the North Florida Workforce Development Board annual retreat Dowling Park, Florida
- Attend the North Florida Healthcare Network annual meeting Tallahassee, Florida
- Attend the Taylor County Chamber of Commerce annual meetings
- Attend Florida Manufacturing Association annual meeting, St. Petersburg

CONNECT

- Attend Annual CoreNet National Site Selector Event Sea World in Orlando
- Attend National Consultants Forum conference in Jacksonville, Florida
- Attend “Meet the Consultants” National in Charleston, South Carolina
- Elected to serve on the North Florida Workforce Development Board
 - Worked to procure \$220,500 Quick Response Training grant for AMTEC
- Elected to serve on the North Florida Economic Development Partnership’s Board
- Appointed to serve on the North Florida Regional Planning Council’s Comprehensive Economic Development Strategy Committee
- Attend Community Leadership Reception at Governor’s Mansion hosted by Governor

PROGRAM ENHANCEMENT

- Procurement of 501(c)(6) corporation status in order to solicit private sector funding
- Development of new logo, letterhead, and utilized in global branding
- Development of new tagline: North Florida's Rising Star
- Launch new website: floridasrisingstar.com
- Launch and employment of search engine optimization tool that drives clients to website
- Launch Salesforce CRM, customer relationship management tool to track prospect status
- Developed marketing/advertising collateral for advanced engineering targeted marketing campaign
- Direct aerial photo shoot of the three Mega Site candidates for outreach marketing
- Sponsor national mega site consultant Frank Spano of Austin Company visit to Taylor County to tour mega sites, provide evaluations, make recommendations
- Generate outreach marketing proposals to India, Brazil, France and Canada
- Host national site consultants to tour Taylor County and discuss recruitment of industrial prospects and establishing an FTZ
- Meeting with principal of RM Incorporated, a global economic development consulting firm specializing in identifying locations for corporate clients and procurement of infrastructure financing
- Identified consultants in Brazil and Germany to assist in global recruitment
- Engage 310 Marketing, a national outreach firm that specializes in targeting specific industries for states, counties and business attraction initiatives. Launch organization's first marketing outreach campaign targeting advanced manufacturing companies
- Launch Business Retention and Expansion program to assist growth with existing industry
- Submit AMTEC Less – Lethal for Governors Business Innovation Award for communities of 150,000 population. AMTEC won the award and Governor Scott presented to them during a ceremony at the Governor's Mansion
- Assist in procurement of \$1.4 from the Economic Development Transportation Fund on behalf of AMTEC Less-Lethal Systems, Inc. for construction of Providence Road
- Meet with family members of The Reserve at Sweetwater Estuary to discuss plans for the land
- Ongoing dialogue with CEO of Project Grace
- Legal research by organization attorney clarifies the double taxation issue
- Conduct 3rd Annual TCDA Board of Directors retreat
- Develop partnership for Hwy 19 business corridor revitalization initiative
- Discern census tract for Regional Employment Centers/Mega Sites for New Market Tax Credit
- Meeting with German based government officials and site location, in Atlanta, to discuss their assistance during the Hanover World Trade Fair
- Outreach Marketing initiative to meet with Cleveland, OH based National site consultants

PROGRAM ENHANCEMENT CONTINUED

- Completed amendment and realignment of Taylor County Enterprise Zones that was approved by the State of Florida in January 2014. The REC/mega sites are now within the EZ
- Participated as a NFEDP board member during an outreach marketing initiative targeting National site consultants along with representatives of DEO, held at Honey Lake Plantation
- Arrange for tour of European Apprenticeship School in Georgia for Judy Johnson, TTI, Sheryl Rehberg, NFWFDB and Lavonne Taylor represented TCDA

TAYLOR COUNTY BOARD OF COMMISSIONERS

County Commission Agenda Item

SUBJECT/TITLE:



BOARD TO CONSIDER APPROVAL OF THE FDOT SMALL COUNTY OUTREACH PROGRAM (SCOP) REIMBURSEMENT AGREEMENT FOR THE WIDENING OF EAST ELLISON ROAD (CR 255A) AND ADOPTION OF A RESOLUTION AUTHORIZING EXECUTION BY THE CHAIR OF THE BOARD OF COMMISSIONERS.

MEETING DATE REQUESTED:

March 3, 2014

Statement of Issue:

Under the Florida Department of Transportation's Small County Outreach Program (SCOP), the County is responsible for executing a reimbursement agreement that outlines responsibilities, project milestones and reimbursement amounts for the proposed project. This agreement must be executed by the Board of County Commissioners and FDOT.

Recommended Action:

The Board of County Commissioners should approve the SCOP Reimbursement Agreement to widen East Ellison Road (CR 255A) from North Ellison Road (CR 252), approximately 1 mile. In addition to approving the agreement, the Board must also adopt a resolution authorizing the Chairperson of the Board of County Commissioners to enter into the agreement on the behalf of the Board of County Commissioners.

Fiscal Impact:

FISCAL YR 2013/14 - \$254,856.00 SCOP Funding

Budgeted Expense:

NO (FY 13/14)

Submitted By:

COUNTY ENGINEER

Contact:

COUNTY ENGINEER

SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

History, Facts & Issues:

Taylor County has elected to participate in the Florida Department of Transportation's Small County Outreach Program (SCOP). Under this program the County receives funding to widen and resurface previously State-owned roadways. In exchange for this funding, the County is responsible for executing a reimbursement agreement that outlines responsibilities, project milestones and reimbursement amounts for the proposed project. This agreement must be executed by the Board of County Commissioners and FDOT along with a resolution that specifically authorizes.

Under the proposed reimbursement agreement, Taylor County is responsible for project design, permitting and administration. However, FDOT must first approve the proposed scope of work and successful bidder prior to beginning and construction activities.

At its February 19, 2013 meeting, the Board approved a Small County Road Assistance Program agreement with FDOT to provide \$163,919.00 for resurfacing East Ellison Road (CR 255A) from North Ellison Road (CR 252), approximately 1 mile. The currently proposed SCOP Reimbursement Agreement will provide an additional \$254,856.00 of FDOT funding to offset the widening cost of the proposed improvements. The agreement requires that The Board let the construction contract on or before December 31, 2014, and complete the project by June 30, 2015.

In addition to approving the agreement, the Board must also adopt a resolution authorizing the Chair of the Board of County Commissioners to enter into the agreement. A certified copy of the resolution must be returned with the signed agreement to FDOT.

Options:

- 1) Award the proposed reimbursement agreement and resolution.
- 2) Reject the proposed reimbursement agreement and resolution.

Attachments:

FDOT SCOP Reimbursement Agreement – East Ellison Road (CR 255A)
Resolution authorizing Chair to sign the agreement on behalf of the Commission

RESOLUTION NO. _____

WHEREAS, the Board of County Commissioners have been informed that a Resolution should be passed authorizing the Chair of the Board of County Commissioners to enter into the Florida Department of Transportation's Small County Outreach Program (SCOP) Reimbursement Agreement to resurface East Ellison Road (CR 255A) from North Ellison Road (CR 252) for approximately 1 mile.

THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Taylor County, Florida, that:

1. The Chair of the Board is authorized to enter into the SCOP Reimbursement Agreement to resurface East Ellison Road (CR 255A) from North Ellison Road (CR 252) for approximately 1 mile in Taylor County, Florida.

PASSED in regular session this ____ day of _____, 2014.

BOARD OF COUNTY COMMISSIONERS
TAYLOR COUNTY, FLORIDA.

BY: _____

Malcolm Page, Chair

ATTEST:

ANNIE MAE MURPHY, Clerk

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
SMALL COUNTY OUTREACH PROGRAM AGREEMENT
(Project Administered by County)

Financial Project No.: **430741-1-58-01**
Catalog of State Financial Assistance No.: 55009

This Small County Outreach Program Agreement (this "Agreement") is made this ____ day of _____, 20____ between the STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION, hereinafter referred to as the "DEPARTMENT", and TAYLOR COUNTY BOARD OF COUNTY COMMISSIONERS, a political subdivision of the State of Florida, hereinafter referred to as the "COUNTY".

W I T N E S S E T H

WHEREAS, the DEPARTMENT has the authority, under Section 334.044(7), Florida Statutes, to enter into this Agreement; and

WHEREAS, the Small County Outreach Program has been created within the DEPARTMENT pursuant to Section 339.2818, Florida Statutes, to provide funds to counties to assist small counties in resurfacing or reconstructing county roads or in constructing capacity or safety improvements to county roads; and

WHEREAS, the COUNTY has certified to the DEPARTMENT that it has met the eligibility requirements of said Section 339.2818, Florida Statutes; and

WHEREAS, the DEPARTMENT is willing to provide the COUNTY with financial assistance, under Financial Project No. **430741-1-58-01**, for widening and resurfacing of East Ellison Road from CR 252 to CR 225A in Taylor County, Florida, hereinafter referred to as the "PROJECT," in accordance with Section 339.2818, Florida Statutes; and

WHEREAS, the COUNTY by Resolution No. _____ dated the _____ day of _____, 20____, a copy of which is attached hereto and made a part hereof, has authorized the Chairman of its Board of Commissioners or County Manager to enter into this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, promises, and representations contained herein, the parties agree as follows:

1. **SERVICES AND PERFORMANCE**

A. The COUNTY shall furnish the services with which to construct the PROJECT. Said PROJECT shall consist of the actions and services described in **Exhibit A**, attached hereto and made a part hereof. The scope of work shall clearly establish the tasks to be performed pursuant to Section 215.971, Florida Statutes.

B. The COUNTY shall be responsible for the construction of the PROJECT in accordance with all applicable federal, state and local laws, rules and regulations, including COUNTY'S standards and specifications. The COUNTY shall be responsible for obtaining clearances/permits required for the construction of the PROJECT from the appropriate permitting authorities. Upon completion of the PROJECT, the COUNTY shall certify to the DEPARTMENT that the PROJECT has been completed in accordance with the COUNTY'S standards and specifications.

C. The DEPARTMENT will be entitled at all times to be advised, upon request, as to the status of work being done by the COUNTY and of the details thereof. Coordination shall be maintained by the COUNTY with representatives of the DEPARTMENT.

D. The DEPARTMENT must approve any consultant and/or contractor scope of services prior to advertising by the COUNTY. The DEPARTMENT'S approval must be obtained before selecting any consultant and/or contractor for the PROJECT. The COUNTY must certify that the consultant has been selected in accordance with the Consultants' Competitive Negotiation Act (Section 287.055, Florida Statutes). Contractor must be prequalified by the DEPARTMENT pursuant to Section 337.14, Florida Statutes, and Rule Chapter 14-22, Florida Administrative Code for projects meeting the thresholds therein.

E. The COUNTY shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the COUNTY during the term of the contract; and shall expressly require any subcontractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.

F. The COUNTY shall not sublet, assign or transfer any work under this Agreement without prior written consent of the DEPARTMENT.

G. The COUNTY shall require quantifiable units of deliverables pursuant to Section 215.971, Florida Statutes. Each deliverable must be directly related to the scope of work and must specify the required minimum level of service to be performed and the criteria for evaluating successful completion of each deliverable.

H. Notices under this Agreement shall be in writing and shall be considered effective upon delivery by United States mail, facsimile, or overnight courier to the individuals listed below as follows:

TO DEPARTMENT:

Kim Evans, Local Programs Coordinator
Program Management - MS 2014
1109 South Marion Avenue
Lake City, Florida 32025-5874

TO COUNTY:

The Honorable Pam Feagle, Chair
Taylor County BOCC
Post Office Box 620
Perry, Florida 32348

2. TERM

A. The COUNTY shall commence the PROJECT activities subsequent to the execution of this Agreement and shall be performed in accordance with the following schedule:

- i) Design to be completed on or before April 30, 2014.
- ii) Construction contract to be let on or before December 31, 2014.
- iii) Construction to be completed on or before June 30, 2015.

B. The COUNTY agrees to complete the PROJECT on or before **June 30, 2015**. If the COUNTY does not complete the PROJECT within this time period, this Agreement will expire on the last day of the scheduled completion as provided in this paragraph unless an extension of the time period is requested by the COUNTY and granted in writing by the DEPARTMENT prior to the expiration of this Agreement. Expiration of this Agreement will be considered termination of the PROJECT. The cost of any work performed after the expiration date of this Agreement will not be reimbursed by the DEPARTMENT.

C. This Agreement shall not be renewed. Any extension which shall be for no more than six (6) months shall be in writing and executed by both parties, and shall be subject to the same terms and conditions set forth in this Agreement.

3. COMPENSATION AND PAYMENT

A. The DEPARTMENT agrees to a maximum participation in the PROJECT [design, construction and construction engineering inspection services ("CEI")] in the amount of Two hundred fifty four thousand, eight hundred fifty six dollars (**\$254,856.00**) described in **Exhibit B**.

B. The COUNTY shall submit one invoice (3 copies) plus supporting documentation required by the DEPARTMENT to the Project Manager, at the address stated in Paragraph 1.G for approval and processing:

- ☐ monthly,
- ☒ quarterly,
- ☐ once the PROJECT has been accepted by the COUNTY and approved by the DEPARTMENT.

C. The COUNTY'S matching participation is in the form of:

- ☐ Funds equal to 25% of the project costs plus the remaining portion of the accepted bid amount exceeding the DEPARTMENT'S participation.
- ☒ In-kind services equivalent to 25% of the project costs plus the remaining portion of the accepted bid amount exceeding the DEPARTMENT'S participation as detailed in **Exhibit B**.
- ☐ Combination of funds and in-kind services equivalent to 25% of the project costs plus the remaining portion of the accepted bid amount exceeding the DEPARTMENT'S participation as detailed in Exhibit N/A.

D. Payment shall be made only after receipt and approval of goods and services unless advance payments are authorized by the DEPARTMENT'S Comptroller under Section 334.044 (29), Florida Statutes. Any provisions for an advance payment are provided in Exhibit N/A, attached hereto and made a part of this Agreement.

E. In the event the COUNTY proceeds with the design, construction and construction engineering inspection services ("CEI") of the PROJECT with its own forces, the COUNTY will only be reimbursed for direct costs (this excludes general and administrative overhead). All costs charged to the PROJECT shall be supported by properly executed payrolls, time records, invoices, contracts, or vouchers evidencing in proper detail the nature and propriety of the charges. Bills for fees or other compensation for services or expenses shall be submitted in detail sufficient for a proper preaudit and postaudit thereof. Bills for travel expenses specifically authorized in this Agreement shall be submitted on the DEPARTMENT'S Travel Form No. 300-000-01 and will be paid in accordance with Section 112.061, Florida Statutes.

F. The DEPARTMENT shall have the right to retain out of any payment due the COUNTY under this Agreement an amount sufficient to satisfy any amount due and owing to the DEPARTMENT by the COUNTY on any other Agreement between the COUNTY and the DEPARTMENT.

G. The COUNTY must submit the final invoice to the DEPARTMENT within 180 days after the final acceptance of the project.

H. Participants providing goods and services to the DEPARTMENT should be aware of the following time frames. Upon receipt, the Florida Department of Transportation – Program Management Office has 10 working days to inspect and approve the goods and services unless the bid specifications, purchase order or contract specifies otherwise. The Florida Department of Transportation – District Two Financial Services Department has 20 days to deliver a request for payment (voucher) to the Department of Financial Services. The 20 days are measured from the latter of the date the invoice is received or the goods or services are received, inspected, and approved.

I. If a payment is not available within 40 days, a separate interest penalty at a rate as established pursuant to Section 55.03(1), Florida Statutes, will be due and payable, in addition to the invoice amount, to the Participant. Interest penalties of less than one (1) dollar will not be enforced unless the Participant requests payment. Invoices that have to be returned to a Participant because of Participant preparation errors will result in a delay in the payment. The invoice payment requirements do not start until a properly completed invoice is provided to the DEPARTMENT.

J. A Vendor Ombudsman has been established within the Department of Financial Services. The duties of this individual include acting as an advocate for contractors/vendors who may be experiencing problems in obtaining timely payment(s) from a state Agency. The Vendor Ombudsman may be contacted at (850) 413-5516.

K. Records of costs incurred under terms of this Agreement shall be maintained and made available upon request to the DEPARTMENT at all times during the period of this Agreement and for three years after final payment is made. Copies of these documents and records shall be furnished to the DEPARTMENT upon request. Records of costs incurred include the COUNTY'S general accounting records and the project records, together with supporting documents and records of the COUNTY and all subcontractors performing work on the project, and all other records of the COUNTY and subcontractors considered necessary by the DEPARTMENT for a proper audit of costs.

L. In the event this contract for services is in excess of \$25,000.00 and a term for a period of more than one (1) year, the provisions of Section 339.135(6)(a), Florida Statutes, are hereby incorporated: "The DEPARTMENT [Department of Transportation], during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The DEPARTMENT shall require a statement from the Comptroller of the DEPARTMENT that funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding one year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years; and this paragraph shall be incorporated verbatim in all contracts of the DEPARTMENT which are for an amount in excess of \$25,000.00 and which have a term for a period of more than 1 year."

M. The DEPARTMENT'S performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Florida Legislature.

N. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for Category Two for a period of 36 months from the date of being placed on the convicted vendor list.

O. An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity.

4. INDEMNITY AND INSURANCE

A. The COUNTY agrees to include the following indemnification in all contracts with contractors/subcontractors, consultants/subconsultants, who perform work in connection with this Agreement:

"The contractor/consultant shall indemnify, defend, save and hold harmless the DEPARTMENT and all of its officers, agents or employees from all suits, actions, claims, demands, liability of any nature whatsoever arising out of, because of, or due to any negligent act or occurrence of omission or commission of the contractor, its officers, agents or employees."

B. **LIABILITY INSURANCE:** The COUNTY shall carry or cause its contractor/consultant to carry and keep in force during the period of this Agreement a general liability insurance policy or policies with a company or companies authorized to do business in Florida, affording public liability insurance with combined bodily injury limits of at least \$100,000 per person and \$300,000 each occurrence, and property damage insurance of at least \$100,000 each occurrence, for the services to be rendered in accordance with this Agreement. In addition to any other forms of insurance or bonds required under the terms of the agreement, when it includes construction within the limits of a railroad right-of-way, the COUNTY must provide or cause its contractor to provide insurance coverage in accordance with Section 7-13 of the DEPARTMENT'S Standard Specifications for Road and Bridge Construction (2010), as amended.

C. **WORKER'S COMPENSATION:** The COUNTY shall also carry or cause its contractor/consultant to carry and keep in force Worker's Compensation insurance as required for the State of Florida under the Worker's Compensation Law.

5. COMPLIANCE WITH LAWS

A. The COUNTY shall allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the COUNTY in conjunction with this Agreement. Failure by the COUNTY to grant such public access shall be grounds for immediate unilateral cancellation of this Agreement by the DEPARTMENT.

B. The COUNTY shall comply with all federal, state, and local laws and ordinances applicable to the work or payment for work thereof, and shall not discriminate on the grounds of race, color, religion, sex, national origin, age or disability in the performance of work under this Agreement.

C. No funds received pursuant to this Agreement may be expended for lobbying the Legislature, the judicial branch, or a state agency.

D. The COUNTY and the DEPARTMENT agree that the COUNTY, its employees, and subcontractors are not agents of the DEPARTMENT as a result of this Agreement for purposes other than those set out in Section 337.274, Florida Statutes.

6. COMPLIANCE WITH FLORIDA SINGLE AUDIT ACT

A. The administration of funds awarded by the DEPARTMENT to the COUNTY may be subject to audits and/or monitoring by the DEPARTMENT as described in this section.

B. **MONITORING.** In addition to reviews of audits conducted in accordance with U.S. Office of Management and Budget ("OMB") Circular A-133 and Section 215.97, Florida Statutes, as revised (see "AUDITS" below), monitoring procedures may include, but are not limited to, on-site visits by DEPARTMENT staff, limited scope audits as defined by OMB Circular A-133, as revised, and/or other procedures. By entering into this agreement, the COUNTY agrees to comply and cooperate fully with any monitoring procedures/processes deemed appropriate by the DEPARTMENT. In the event the DEPARTMENT determines that a limited scope audit of the COUNTY is appropriate, the COUNTY agrees to comply with any additional instructions provided by the DEPARTMENT staff to the COUNTY regarding such audit. The COUNTY further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the DEPARTMENT'S Office of Inspector General ("OIG") and Florida's Chief Financial Officer ("CFO") or Auditor General.

C. **AUDITS.** Recipients of state funds (i.e. a nonstate entity as defined by Section 215.97(2)(m), Florida Statutes) are to have audits done annually using the following criteria:

- i. In the event that the COUNTY expends a total amount of State financial assistance equal to or in excess of \$500,000 in any fiscal year, the COUNTY must have a State single or project-specific audit for such fiscal year in accordance with Section 215.97, Florida Statutes; applicable rules of the Department of Financial Services and the CFO; and Chapters 10.550 (local government entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. In determining the State financial assistance expended in its fiscal year, the COUNTY shall consider all sources of State financial assistance, including State financial assistance received from the DEPARTMENT, other state agencies, and other nonstate entities. State Financial assistance does not include federal direct or pass-through awards and resources received by a non-state entity for federal program matching requirements.
- ii. In connection with the audit requirements addressed in paragraph 6.C.i, the COUNTY shall ensure that the audit complies with the requirements of Section 215.97(7), Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97(2)(e), Florida Statutes, and Chapters 10.550 (local governmental agencies) and 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.
- iii. If the COUNTY expends less than \$500,000 in State financial assistance in its fiscal year, an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, is not required. However, if the COUNTY elects to have an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, the cost of the audit must be paid from non-State funds (i.e., the cost of such an audit must be paid from the COUNTY's resources obtained from

- other than State entities).
- iv. State awards are to be identified using the Catalog of State Financial Assistance (CSFA) title and number, award number and year, and name of the state agency awarding it.

D. OTHER AUDIT REQUIREMENTS. The COUNTY shall follow up and take corrective action on audit findings. Preparation of a summary schedule of prior year audit findings, including corrective action and current status of the audit findings is required. Current year audit findings require corrective action and status of findings. Records related to unresolved audit findings, appeals, or litigation shall be retained until the action is completed or the dispute is resolved. Access to project records and audit work papers shall be given to the DEPARTMENT, the Department of Financial Services, and the Auditor General. This section does not limit the authority of the DEPARTMENT to conduct or arrange for the conduct of additional audits or evaluations of state financial assistance or limit the authority of any other state official.

E. REPORT SUBMISSION.

- i. Copies of financial reporting packages required by paragraph 6.C of this agreement shall be submitted by or on behalf of the COUNTY directly to each of the following:
 - a. The DEPARTMENT at each of the following addresses:

**Office of the Comptroller – MS 24
605 Suwannee Street
Tallahassee, Florida 32399-0405**
 - b. The Auditor General's Office at the following address:

Auditor General's Office
Room 401, Pepper Building
111 West Madison Street
Tallahassee, Florida 32399-1450
- ii. Copies of reports or the management letter required by Paragraph 6.D of this Agreement shall be submitted by or on behalf of the COUNTY directly to:
 - a. The DEPARTMENT at each of the following addresses:

**Office of the Comptroller – MS 24
605 Suwannee Street
Tallahassee, Florida 32399-0405**
- iii. Any reports, management letter, or other information required to be submitted to the DEPARTMENT pursuant to this Agreement shall be submitted timely in accordance with OMB Circular A-133, Florida Statutes, and Chapters 10.550 (local governmental entities) and 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.
- iv. The COUNTY, when submitting financial reporting packages to the DEPARTMENT for audits done in accordance with OMB Circular A-133 or Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, should indicate the date that the reporting package was delivered to the COUNTY in correspondence accompanying the reporting package.

F. RECORD RETENTION. The COUNTY shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of at least five (5) years from the date the audit report is issued, and shall allow the DEPARTMENT, or its designee, CFO, or Auditor General access to such records upon request. The COUNTY shall ensure that audit working papers are made available to the DEPARTMENT, or its designee, CFO, or Auditor General upon request for a period of at least five (5) years from the date the audit report is issued, unless extended in writing by the DEPARTMENT.

7. TERMINATION AND DEFAULT

A. This Agreement may be terminated by the DEPARTMENT in whole or in part at any time the interest of the DEPARTMENT requires such termination. The DEPARTMENT also reserves the right to seek termination or cancellation of this Agreement in the event the COUNTY shall be placed in either voluntary or involuntary bankruptcy. The DEPARTMENT further reserves the right to terminate or cancel this Agreement in the event an assignment be made for the benefit of creditors. This Agreement may be canceled by the COUNTY upon sixty (60) days written notice to the DEPARTMENT.

B. If the Agreement is terminated before performance is completed, the COUNTY shall be paid 75% of the work satisfactorily performed for which costs can be substantiated. Within **90** days, the COUNTY shall refund to the DEPARTMENT the amount of payment received for the PROJECT which exceeds 75% of the COUNTY'S costs for the portion of the PROJECT completed.

C. If the DEPARTMENT determines that the performance of the COUNTY is not satisfactory, the DEPARTMENT shall have the option of (a) immediately terminating the Agreement, or (b) notifying the COUNTY of the deficiency with a requirement that the deficiency be corrected within a specified time, otherwise the Agreement will be terminated at the end of such time, or (c) take whatever action is deemed appropriate by the DEPARTMENT.

D. If the DEPARTMENT requires termination of the Agreement for reasons other than unsatisfactory performance of the COUNTY, the DEPARTMENT shall notify the COUNTY of such termination, with instructions to the effective date of termination or specify the stage of work at which the Agreement is to be terminated.

E. If the Agreement is terminated before performance is completed, the COUNTY shall be paid only for that work satisfactorily performed for which costs can be substantiated. Such payment, however, may not exceed an amount which is the same percentage of the contract price as the amount of work satisfactorily completed is a percentage of the total work called for by this Agreement.

8. MISCELLANEOUS

A. All words used herein in the singular form shall extend to and include the plural. All words used in the plural form shall extend to and include the singular. All words used in any gender shall extend to and include all genders.

B. The DEPARTMENT shall not be obligated or liable hereunder to any party not a party to this Agreement.

C. In no event shall the making by the DEPARTMENT of any payment to the COUNTY constitute or be construed as a waiver by the DEPARTMENT of any breach of covenant or any default which may then exist, on the part of the COUNTY, and the making of such payment by the DEPARTMENT while any such breach or default shall exist shall in no way impair or prejudice any right or remedy available to the DEPARTMENT with respect to such breach or default.

D. This document incorporates and includes all prior negotiations, correspondence, conversations, agreements, or understandings applicable to the matters contained herein, and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior representation or agreements whether oral or written. It is further agreed that no modification, amendment or alteration in the terms or conditions contained herein shall be effective unless contained in a written document executed with the same formality and of equal dignity herewith.

E. If any part of this Agreement shall be determined to be invalid or unenforceable by a court of competent jurisdiction or by any other legally constituted body having the jurisdiction to make such determination, the remainder of this Agreement shall remain in full force and effect provided that the part of this Agreement thus invalidated or declared unenforceable is not material to the intended operation of this Agreement.

F. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida. Venue of any judicial proceedings arising out of this Agreement shall be in Leon County, Florida, or as otherwise agreed to by the parties.

G. This Agreement shall be effective upon execution by both parties and shall continue in effect and be binding on the parties until the PROJECT is completed and accepted and payment made by the DEPARTMENT.

The remainder of this page intentionally left blank.

IN WITNESS WHEREOF, the COUNTY has caused this Agreement to be executed on its behalf this _____ day of _____, _____, by the Chairman of the Board of Commissioners, authorized to enter into and execute same by Resolution Number _____ of the Board on the _____ day of _____, _____, and the DEPARTMENT has executed this Agreement through its District Secretary for District 2, Florida Department of Transportation, this _____ day of _____, _____.

TAYLOR COUNTY, FLORIDA

ATTEST: _____ (SEAL)
CLERK

BY: _____
CHAIRMAN, BOARD OF
COUNTY COMMISSIONERS

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

ATTEST: _____ (SEAL)
EXECUTIVE SECRETARY

BY: _____
DISTRICT SECRETARY
DISTRICT TWO

District Construction/Maintenance
Engineer Approval:

Legal Review:

Availability of Funds
Approval:

(Date)

EXHIBIT 1

FEDERAL and/or **STATE** resources awarded to the COUNTY pursuant to this agreement should be listed below. If the resources awarded to the COUNTY represent more than one Federal or State program, provide the same information for each program and the total resources awarded. **Compliance Requirements** applicable to each Federal or State program should also be listed below. If the resources awarded to the COUNTY represent more than one program, list applicable compliance requirements for each program in the same manner as shown here:

- (e.g., What services or purposes the resources must be used for)
- (e.g., Eligibility requirements for recipients of the resources)
- (Etc...)

NOTE: Instead of listing the specific compliance requirements as shown above, the State awarding agency may elect to use language that requires the COUNTY to comply with the requirements of applicable provisions of specific laws, rules, regulations, etc. The State awarding agency, if practical, may want to attach a copy of the specific law, rule, or regulation referred to.

STATE RESOURCES

<u>State Agency</u>	<u>Catalog of State Financial Assistance (Number & Title)</u>	<u>Amount</u>
FDOT	55.009 – Small County Outreach Program (SCOP)	\$254,856.00

Compliance Requirements

1. Allowed: per F.S. 339.2818, Department of Transportation-approved roadway projects involving repairing or rehabilitating county bridges, paving unpaved roads, addressing road-related drainage improvements, resurfacing or reconstructing county roads or in constructing capacity or safety improvements to county roads. All projects funded under this section shall be included in the department's work program developed pursuant to F.S. 339.135.
2. Per F.S. 339.2818, any county that has a population of 150,000 or less as determined by the most recent official estimate pursuant to F.S. 186.901.
3. Per F.S. 339.2818, the department shall fund 75 percent of the cost of projects on county roads funded under the program. The county's 25 percent share can be funds or in-kind services. Waiver-eligible counties may request, from the Department, a waiver of this match as part of the Rural Economic Development Initiative (REDI).

NOTE: Section .400(d) of OMB Circular A-133, as revised, and Section 215.97(5)(a), Florida Statutes, require that the information about Federal Programs and State Projects included in Exhibit A be provided to the COUNTY.

Financial Project No.:430741-1-58-01

Catalog of State Financial Assistance No.: 55009

EXHIBIT "A"
PROJECT DESCRIPTION AND RESPONSIBILITIES

This exhibit forms an integral part of that certain Joint Participation Agreement between the State of Florida Department of Transportation and the Taylor County Board of County Commissioners dated _____.

PROJECT LOCATION:

The project is referred to as widening and resurfacing of East Ellison Road from CR 252 to CR 225A in Taylor County, Florida.

PROJECT DESCRIPTION:

The project consists of widening and resurfacing the existing roadway as follows:

- Development of design plans;
- Bid and award;
- Construction;
- Construction Engineering and Inspection

AGENCY RESPONSIBILITIES:

The Agency is required to provide a copy of the design plans for the Department's file.

If Right-of-Way activities become apparent, begin coordination with the Department at once.

The Department's maximum participation is not to exceed **\$254,856.00**.

Prior to the execution of this Agreement, a project schedule of funding shall be prepared by the Agency and approved by the Department. The Agency shall maintain said schedule of funding, carry out the project, and shall incur obligations against and make disbursements of project funds only in conformity with the latest approved schedule of funding for the project. The schedule of funding may be revised by execution of a Supplemental Agreement between the Department and Agency. The Agency acknowledges and agrees that funding for this project may be reduced upon determination of the award amount and execution of the Supplemental Agreement.

The Honorable Pam Feagle, Chair Taylor County BOCC Post Office Box 620 Perry, Florida 32348	SMALL COUNTY OUTREACH PROGRAM (SCOP)	Financial Project ID: 430741-1-58-01
	SCHEDULE OF FUNDING EXHIBIT "B"	Contract Number:

Name: East Ellison Road

Termini: from CR 252 to CR 225A

TYPE OF WORK By Fiscal Year	(1) TOTAL PROJECT ESTIMATE FUNDS (100%)	(2) AGENCY FUNDS (1%)	(3) STATE & FEDERAL FUNDS (100%)
Design <u>2008-2009</u> <u>2009-2010</u> <u>2010-2011</u> Total Design Cost	 	 	
Right of Way <u>2008-2009</u> <u>2009-2010</u> <u>2010-2011</u> Total Right of Way Cost	 	 	
Construction <u>2009-2010</u> <u>2010-2011</u> <u>2011-2012</u> <u>2012-2013 (SRAP)</u> <u>2013-2014 (SCOP)</u> Total Construction Costs	 \$ 163,919.00 \$ 254,856.00 \$ 418,775.00	 	 \$ 163,919.00 \$ 254,856.00 \$ 418,775.00
Construction Engineering and Inspection <u>2013-2014</u> <u>2014-2015</u> <u>2015-2016</u> <u>2016-2017</u> Total Construction Costs	 	 	
Total Cost of Project	\$ 418,775.00		\$ 418,775.00

The Department's fiscal year begins on July 1. The Department will notify the Agency, in writing, when funds are available. The Small County Outreach Program project (SCOP) statutory percentage is 75/25% as outlined in Section 339.2818, Florida Statutes. The SCOP allows for the County's 25% participation to be accomplished through payment of funds or in-kind services. However, Taylor County is eligible for and has requested a Rural Economic Development Initiative (REDI) waiver for purposes of waiving the required 25% participation requirement outlined in Florida Statutes 339.2818. The Department has granted the REDI waiver.

TAYLOR COUNTY BOARD OF COMMISSIONERS

County Commission Agenda Item

SUBJECT/TITLE:



The County Administrator to Provide an Update on Projects on the 2014 Capital Improvements Plan program, as agendaed by Jack Brown, County Administrator.

MEETING DATE REQUESTED:

March 3, 2014

Statement of Issue:

The County Administrator to review and provide an update on the Status of the approved Capital Improvement Plan projects.

Recommended Action:

Listen/Comment

Fiscal Impact: None

Budgeted Item:

Yes

Submitted By:

Jack R. Brown, County Administrator

Contact:

(850) 838-3500, Ext 7.

County.admin@taylorcountygov.com

SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

History, Facts & Issues: The attached Capital Improvement Plan was approved by the Board on October 7, 2013.

Options:

Listen to the overview and provide feedback.

Attachments:

CIP Approved by BOCC on October 7, 2013.

Taylor County FY 2013-2014 Fiscal Year Summary (Approved BOCC 10-7-2013)
CIP Projects

<i>Division/Dept.</i>	<i>Project Title</i>	<i>Estimated Cost</i>	<i>County Funding Source</i>	<i>Funding Source</i>	<i>Funding Source</i>	<i>Total Budgeted by FY</i>	<i>Grants</i>
Airport	Airport Layout Plan & Property Maps	\$199,800.00	-	FDOT \$19,980	FAA \$179,820	\$199,800.00	100%
	Design & Engineer New Hangers	\$83,970.00	-	FDOT \$83,970	FAA \$0.00	\$83,970.00	100%
Boat Ramp	Williams Fish Camp (Mandalay)	\$237,882.00	GF \$44,471	County In-Kind \$15,000	FBIP \$178,411	\$237,882.00	75%
Building /Planning	Parking Lot Resurface (Old Post Office)	\$85,000.00	GF CF \$85,000.00	-	-	\$85,000.00	2012-2013 CF
	Administrative Complex	\$46,200.00	GF CF \$46,200	-	-	\$46,200.00	2012-2013 CF
Environmental Services	Harrison Blue Roll Off Site Improvements	\$90,000.00	Landfill Reserves	-	-	\$90,000.00	0%
	Burn Site Skid Steer Loader	\$50,000.00	Landfill Reserves	-	-	\$50,000.00	0%
	Recycling Center Building Repairs	\$50,000.00	Landfill Reserves	-	-	\$50,000.00	0%
	Replacement Solid Waste Cans	\$45,000.00	MSTU Reserve	-	-	\$45,000.00	0%
	Replacement Solid Waste Truck	\$160,000.00	Solid Waste Reserve	-	-	\$160,000.00	0%
	Improvements to Roll-Off Sites	\$50,000.00	Solid Waste Reserve	-	-	\$50,000.00	0%
Fire	Bunker / SCBA Gear	\$45,000.00	MSTU Reserve	-	-	\$45,000.00	0% (TBD)
	1,000 Gallon Pumper / Engine	\$300,000.00	MSTU Reserve	-	-	\$300,000.00	0%
Forest Capital Hall	Renovations	\$431,100.00	TDT \$215,550	FDCF \$215,550	-	\$431,100.00	TDT/FDCF
Grants	Staff Car	\$25,000.00	GF	-	-	\$25,000.00	0%
Parks	Hodges Park	\$53,000.00	GF \$3000	FRDAP \$50,000	-	\$53,000.00	Grant Pending
	Keaton Beach Coastal Park	\$50,000.00	CF \$25,000	LWCF \$25,000	-	\$50,000.00	50%
Public Works	Motor Grader Replacement	\$215,000.00	GF Res for CIP	GF Res for CIP	GF Res for CIP	\$215,000.00	0%
Road	Agner Acres Road	\$198,375.00	Dist 1 - \$12,121	Dist 4 - \$75,825	CA \$61,000+\$59,429	\$198,375.00	0%
	Aucilla Landing Road	\$87,480.00	GF CF \$87,480	-	-	\$87,480.00	0%
	Contractor's Road	\$200,000.00	GF CF \$200000	-	-	\$200,000.00	0%
	East Ellison Road	\$163,919.00	-	SCRAP 163,919	-	\$163,919.00	100%
	Freeman Road	\$240,587.00	Dist 2 - \$240,587	-	-	\$240,587.00	0%
	Johnson Stripling Road	\$1,245,000.00	-	HRRR \$1,245000	-	\$1,245,000.00	100%
	O'Steen Road	\$752,417.00	-	SCRAP \$752,417	-	\$752,417.00	100%
	Red Padgett Road	\$3,486,260.00	-	SCRAP - \$1,515,225	SCOP - \$1,971,035	\$3,486,260.00	100%
	Steinhatchee Acres (Bird Pond/Sugar Hill)	\$258,237.00	MSBU O/H \$230,762	MSBU \$27,475	(\$27,475.00)	\$258,237.00	MSBU
	Sugar Hill Road (County Portion)	\$41,572.00	Dist 3 - \$41,572	-	-	\$41,572.00	0%
	Providence Road (Remaining for FY)	\$895,298.00	Orig. \$1,400,000	Balance	\$895,298.00	\$895,298.00	100%
Sports Complex	Quads 6 & 7	\$417,278.00	GF CF - \$417,278	-	-	\$417,278.00	2012-2013 CF
Supervisor of Elections	Space Feasibility Study in Progress	\$250,000.00				\$250,000.00	0%
TOTAL		\$10,453,375.00				\$10,453,375.00	

Taylor County FY 2013-2014 Fiscal Year Summary (Approved BOCC 10-7-2013)
CIP Projects - Grant Funded

Division/Dapt.	Project Title	Estimated Cost	County Funding Source	Funding Source	Funding Source	Total Budgeted for FY	Grants	Grant Funds	Grant Manager
Airport	Airport Layout Plan & Property Maps	\$199,800.00	-	FDOT \$19,980	FAA \$179,820	\$199,800.00	100%	\$199,800.00	MK
	Design & Engineer New Hangers	\$83,970.00	-	FDOT \$83,970	FAA \$0.00	\$83,970.00	100%	\$83,970.00	MK
Boat Ramp	Williams Fish Camp (Mandalay)	\$237,882.00	GF \$44,471	In-Kind \$15,000	FBIP \$178,411	\$237,882.00	75%	\$178,411.00	MK
Building /Planning	Parking Lot Resurface (Old Post Office)	\$85,000.00	GF CF \$85,000.00	-	-	\$85,000.00	2012-2013 CF		
	Administrative Complex	\$46,200.00	GF CF \$46,200	-	-	\$46,200.00	2012-2013 CF		
Environmental Services	Harrison Blue Roll Off Site Improvements	\$90,000.00	Landfill Reserves	-	-	\$90,000.00	0%		
	Burn Site Skid Steer Loader	\$50,000.00	Landfill Reserves	-	-	\$50,000.00	0%		
	Recycling Center Building Repairs	\$50,000.00	Landfill Reserves	-	-	\$50,000.00	0%		
	Replacement Solid Waste Cans	\$45,000.00	MSTU Reserve	-	-	\$45,000.00	0%		
	Replacement Solid Waste Truck	\$160,000.00	Solid Waste Reserve	-	-	\$160,000.00	0%		
	Improvements to Roll-Off Sites	\$50,000.00	Solid Waste Reserve	-	-	\$50,000.00	0%		
Fire	Bunker / SCBA Gear	\$45,000.00	MSTU Reserve	-	-	\$45,000.00	0% (TBD)		
	1,000 Gallon Pumper / Engine	\$300,000.00	MSTU Reserve	-	-	\$300,000.00	0%		
Forest Capital Hall	Renovations	\$431,100.00	TDT \$215,550	FDCF \$215,550	-	\$431,100.00	TDT/FDCF	\$215,000.00	MK
Grants	Staff Car	\$25,000.00	GF	-	-	\$25,000.00	0%		
Parks	Hodges Park	\$53,000.00	GF \$3000	FRDAP \$50,000	-	\$53,000.00	Grant Pending	\$50,000.00	MK
	Keaton Beach Coastal Parl	\$50,000.00	CF \$25,000	LWCF \$25,000	-	\$50,000.00	50%	\$25,000.00	MK
Public Works	Motor Grader Replacement	\$215,000.00	GF Res for CIP	GF Res for CIP	GF Res for CIP	\$215,000.00	0%		
Road	Agner Acres Road	\$198,375.00	Dist 1 - \$12,121	Dist 4 - \$75,825	CA \$61,000+\$59,429	\$198,375.00	0%		
	Aucilla Landing Road	\$87,480.00	GF CF \$87,480	-	-	\$87,480.00	0%		
	Contractor's Road	\$200,000.00	GF CF \$200,000	-	-	\$200,000.00	0%		
	East Ellison Road	\$163,919.00	-	SCRAP 163,919	-	\$163,919.00	100%	\$163,919.00	KD
	Freeman Road	\$240,587.00	Dist 2 - \$240,587	-	-	\$240,587.00	0%		
	Johnson Stripling Road	\$1,245,000.00	-	HRRR \$1,245,000	-	\$1,245,000.00	100%	\$1,245,000.00	KD
	O'Steen Road	\$752,417.00	-	SCRAP \$752,417	-	\$752,417.00	100%	\$752,417.00	KD
	Red Padgett Road	\$3,486,260.00	-	SCRAP \$1,515,225	SCOP - \$1,971,035	\$3,486,260.00	100%	\$3,486,260.00	KD
	Steinhatchee Acres (Bird Pond/Sugar Hill)	\$258,237.00	MSBU O/H \$230,762	MSBU \$27,475	(\$27,475.00)	\$258,237.00	MSBU		
	Sugar Hill Road (County Portion)	\$41,572.00	Dist 3 - \$41,572	-	-	\$41,572.00	0%		
	Providence Road (Remaining for FY)	\$895,298.00	Orig. \$1,400,000	Balance	\$895,298.00	\$895,298.00	100%	\$895,298.00	KD
Sports Complex	Quads 6 & 7	\$417,278.00	GF CF - \$417,278	-	-	\$417,278.00	2012-2013 CF		
Supervisor of Elections	Space Feasibility Study in Progress	\$250,000.00				\$250,000.00	0%		
TOTAL		\$10,453,375.00				\$10,453,375.00			
Total Projected Grant Fundyng For FY 2013-20414								\$7,295,075.00	

CIP Projects - Fund 001 - General Fund - FD/DEPT 9001 General Fund Reserves - 59915 Reserve for Capital Projects

<u>Division/Dept.</u>	<u>Project Title</u>	<u>Estimated Cost</u>	<u>County Funding Source</u>	<u>Funding Source</u>	<u>Funding Source</u>	<u>Budgeted</u>	<u>Grants</u>	<u>Gen. Fund Budgeted</u>	<u>Gen. Fund Add - CIP</u>
Airport	Airport Layout Plan & Property Maps	\$199,800.00	-	FDOT \$19,980	FAA \$179,820	\$199,800.00	100%		
	Design & Engineer New Hangers	\$83,970.00	-	FDOT \$83,970	FAA \$0.00	\$83,970.00	100%		
Boat Ramp	Williams Fish Camp (Mandalay)	\$237,882.00	GF \$44,471	In-Kind \$15,000	FBIP \$178,411	\$237,882.00	75%	\$44,471.00	\$0.00
Building /Planning	Parking Lot Resurface (Old Post Office)	\$85,000.00	GF CF \$85,000.00	-	-	\$85,000.00	2012-2013 CF	\$85,000.00	\$0.00
	Administrative Complex	\$46,200.00	GF CF \$46,200	-	-	\$46,200.00	2012-2013 CF	\$46,200.00	\$0.00
Environmental Services	Harrison Blue Roll Off Site Improvements	\$90,000.00	Landfill Reserves	-	-	\$90,000.00	0%		
	Burn Site Skid Steer Loader	\$50,000.00	Landfill Reserves	-	-	\$50,000.00	0%		
	Recycling Center Building Repairs	\$50,000.00	Landfill Reserves	-	-	\$50,000.00	0%		
	Replacement Solid Waste Cans	\$45,000.00	MSTU Reserve	-	-	\$45,000.00	0%		
	Replacement Solid Waste Truck	\$160,000.00	Solid Waste Reserve	-	-	\$160,000.00	0%		
	Improvements to Roll-Off Sites	\$50,000.00	Solid Waste Reserve	-	-	\$50,000.00	0%		
Fire	Bunker / SCBA Gear	\$45,000.00	MSTU Reserve	-	-	\$45,000.00	0% (TBD)		
	1,000 Gallon Pumper / Engine	\$300,000.00	MSTU Reserve	-	-	\$300,000.00	0%		
Forest Capital Hall	Renovations	\$431,100.00	TDT \$215,550	FDCF \$215,550	-	\$431,100.00	TDT/FDCF		(\$25,000.00)
Grants	Staff Car	\$25,000.00	GF \$25,000	-	-	\$25,000.00	0%		
Parks	Hodges Park	\$53,000.00	GF \$3000	FRDAP \$50,000	-	\$53,000.00	Grant Pending		
	Keaton Beach Coastal Park	\$50,000.00	CF \$25,000	LWCF \$25,000	-	\$50,000.00	50%		(\$215,000.00)
Public Works	Motor Grader Replacement	\$215,000.00	GF Res for CIP	GF Res for CIP	GF Res for CIP	\$215,000.00	0%		
Road	Agner Acres Road	\$198,375.00	Dist 1 - \$12,121	Dist 4 - \$75,825	CA \$61,000+\$59,429	\$198,375.00	0%		(\$59,429.00)
	Aucilla Landing Road	\$87,480.00	GF CF \$87480	-	-	\$87,480.00	0%	\$87,480.00	
	Contractor's Road	\$200,000.00	GF CF \$200000	-	-	\$200,000.00	0%	\$200,000.00	
	East Ellison Road	\$163,919.00	-	SCRAP 163,919	-	\$163,919.00	100%		
	Freeman Road	\$240,587.00	Dist 2 - \$240,587	-	-	\$240,587.00	0%		
	Johnson Stripling Road	\$1,245,000.00	-	HRRR \$1,245000	-	\$1,245,000.00	100%		
	O'Steen Road	\$752,417.00	-	SCRAP \$752,417	-	\$752,417.00	100%		
	Red Padgett Road	\$3,486,260.00	-	SCRAP \$1,515,225	SCOP - \$1,971,035	\$3,486,260.00	100%		
	Steinhatchee Acres (Bird Pond/Sugar Hill)	\$258,237.00	MSBU O/H \$230,762	MSBU \$27,475	(\$27,475.00)	\$258,237.00	MSBU		(\$27,450.00)
	Sugar Hill Road (County Portion)	\$41,572.00	Dist 3 - \$41,572	-	-	\$41,572.00	0%		
	Providence Road (Remaining for FY)	\$895,298.00	Orig. \$1,400,000	Balance	\$895,298.00	\$895,298.00	100%		
Sports Complex	Quads 6 & 7	\$417,278.00	GF CF - \$417,278	-	-	\$417,278.00	2012-2013 CF	\$417,278.00	
Supervisor of Elections	Space Feasibility Study in Progress	\$250,000.00				\$250,000.00	0%		(\$250,000.00)
TOTAL		\$10,453,375.00				\$10,453,375.00		\$880,429.00	(\$576,879.00)
General Fund Reserve for Capital Projects/Purchases FY 2013-2014 Projected Initial Balance Prior to Capital Purchases								\$1,785,516.00	
Remaining Projected Fund Balance - General Fund Reserve for Capital Projects/Purchase FY 2013-2014 Following FY 2013-2014 CIP								\$1,208,637.00	

Taylor County (Approved BOCC 10-7-2013)

CIP Projects - Fund 107 - MSTU Fund - FD/DEPT 9107 MSTU Fund Reserves - 59920 Reserve for Equipment

Summary by Fiscal Year

FY 2013- 2014

<u>Division/Dept.</u>	<u>Project Title</u>	<u>Estimated Cost</u>	<u>County Funding Source</u>	<u>Funding Source</u>	<u>Funding Source</u>	<u>Budgeted</u>	<u>Grants</u>	<u>MSTU Equip. Reserve</u>	<u>Project Manager</u>
Airport	Airport Layout Plan & Property Maps	\$199,800.00	-	FDOT \$19,980	FAA \$179,820	\$199,800.00	100%		
	Design & Engineer New Hangers	\$83,970.00	-	FDOT \$83,970	FAA \$0.00	\$83,970.00	100%		
Boat Ramp	Williams Fish Camp (Mandalay)	\$237,882.00	GF \$44,471	In-Kind \$15,000	FBIP \$178,411	\$237,882.00	75%		
Building /Planning	Parking Lot Resurface (Old Post Office)	\$85,000.00	GF CF \$85,000.00	-	-	\$85,000.00	2012-2013 CF		
	Administrative Complex	\$46,200.00	GF CF \$46,200	-	-	\$46,200.00	2012-2013 CF		
Environmental Services	Harrison Blue Roll Off Site Improvements	\$90,000.00	Landfill Reserves	-	-	\$90,000.00	0%		
	Burn Site Skid Steer Loader	\$50,000.00	Landfill Reserves	-	-	\$50,000.00	0%		
	Recycling Center Building Repairs	\$50,000.00	Landfill Reserves	-	-	\$50,000.00	0%		
	Replacement Solid Waste Cans	\$45,000.00	MSTU Reserve	-	-	\$45,000.00	0%		
	Replacement Solid Waste Truck	\$160,000.00	Solid Waste Reserve	-	-	\$160,000.00	0%		
	Improvements to Roll-Off Sites	\$50,000.00	Solid Waste Reserve	-	-	\$50,000.00	0%		
Fire	Bunker / SCBA Gear	\$45,000.00	MSTU Reserve	-	-	\$45,000.00	0% (TBD)	(\$45,000.00)	CM
	1,000 Gallon Pumper / Engine	\$300,000.00	MSTU Reserve	-	-	\$300,000.00	0%	(\$300,000.00)	CM
Forest Capital Hall	Renovations	\$431,100.00	TDT \$215,550	FDCF \$215,550	-	\$431,100.00	TDT/FDCF		
Grants	Staff Car	\$25,000.00	GF	-	-	\$25,000.00	0%		
Parks	Hodges Park	\$53,000.00	GF \$3000	FRDAP \$50,000	-	\$53,000.00	Grant Pending		
	Keaton Beach Coastal Park	\$50,000.00	CF \$25,000	LWCF \$25,000	-	\$50,000.00	50%		
Public Works	Motor Grader Replacement	\$215,000.00	GF Res for CIP	GF Res for CIP	GF Res for CIP	\$215,000.00	0%		
Road	Agner Acres Road	\$198,375.00	Dist 1 - \$12,121	Dist 4 - \$75,825	CA \$61,000+\$59,429	\$198,375.00	0%		
	Aucilla Landing Road	\$87,480.00	87480	-	-	\$87,480.00	0%		
	Contractor's Road	\$200,000.00	GF CF \$200000	-	-	\$200,000.00	0%		
	East Ellison Road	\$163,919.00	-	SCRAP 163,919	-	\$163,919.00	100%		
	Freeman Road	\$240,587.00	Dist 2 - \$240,587	-	-	\$240,587.00	0%		
	Johnson Stripling Road	\$1,245,000.00	-	HRRR \$1,245000	-	\$1,245,000.00	100%		
	O'Steen Road	\$752,417.00	-	SCRAP \$752,417	-	\$752,417.00	100%		
	Red Padgett Road	\$3,486,260.00	-	SCRAP \$1,515,225	SCOP - \$1,971,035	\$3,486,260.00	100%		
	Steinhatchee Acres (Bird Pond/Sugar Hill)	\$258,237.00	MSBU O/H \$230,762	MSBU \$27,475	(\$27,475.00)	\$258,237.00	MSBU		
	Sugar Hill Road (County Portion)	\$41,572.00	Dist 3 - \$41,572	-	-	\$41,572.00	0%		
	Providence Road (Remaining for FY)	\$895,298.00	Orig. \$1,400,000	Balance	\$895,298.00	\$895,298.00	100%		
Sports Complex	Quads 6 & 7	\$417,278.00	GF CF - \$417,278	-	-	\$417,278.00	2012-2013 CF		
Supervisor of Elections	Space Feasibility Study in Progress	\$250,000.00				\$250,000.00	0%		
TOTAL		\$10,453,375.00				\$10,453,375.00		(\$345,000.00)	
MSTU Reserve for Equipment FY 2013-2014 Projected Initial Balance Prior to Capital Purchases								\$589,571.00	
Remaining Projected Fund Balance - MSTU Reserve for Equipment FY 2013-2014 Following FY 2013-2014 Capital Purchases								\$244,571.00	

Taylor County (Approved BOCC 10-7-2013)
CIP Projects - Fund 106 - Secondary Road Proj - 0308 Secondary Road Paving Funds
Summary by Fiscal Year
FY 2013- 2014 (Approved 10-07-2013)

Division/Dept	Project Title	Estimated Cost	County Funding Source	Funding Source	Funding Source	Budgeted	Grants	Project Manager
Airport	Airport Layout Plan & Property Maps	\$199,800.00	-	FDOT \$19,980	FAA \$179,820	\$199,800.00	100%	
	Design & Engineer New Hangers	\$83,970.00	-	FDOT \$83,970	FAA \$0.00	\$83,970.00	100%	
Boat Ramp	Williams Fish Camp (Mandalay)	\$237,882.00	GF \$44,471	In-Kind \$15,000	FBIP \$178,411	\$237,882.00	75%	
Building /Planning	Parking Lot Resurface (Old Post Office)	\$85,000.00	GF CF \$85,000.00	-	-	\$85,000.00	2012-2013 CF	
	Administrative Complex	\$46,200.00	GF CF \$46,200	-	-	\$46,200.00	2012-2013 CF	
Environmental Services	Harrison Blue Roll Off Site Improvements	\$90,000.00	Landfill Reserves	-	-	\$90,000.00	0%	
	Burn Site Skid Steer Loader	\$50,000.00	Landfill Reserves	-	-	\$50,000.00	0%	
	Recycling Center Building Repairs	\$50,000.00	Landfill Reserves	-	-	\$50,000.00	0%	
	Replacement Solid Waste Cans	\$45,000.00	MSTU Reserve	-	-	\$45,000.00	0%	
	Replacement Solid Waste Truck	\$160,000.00	Solid Waste Reserve	-	-	\$160,000.00	0%	
	Improvements to Roll-Off Sites	\$50,000.00	Solid Waste Reserve	-	-	\$50,000.00	0%	
Fire	Bunker / SCBA Gear	\$45,000.00	MSTU Reserve	-	-	\$45,000.00	0% (TBD)	
	1,000 Gallon Pumper / Engine	\$300,000.00	MSTU Reserve	-	-	\$300,000.00	0%	
Forest Capital Heli	Renovations	\$431,100.00	TDT \$215,550	FDCF \$215,550	-	\$431,100.00	TDT/FDCF	
Grants	Staff Car	\$25,000.00	GF	-	-	\$25,000.00	0%	
Parks	Hodges Park	\$53,000.00	GF \$3000	FRDAP \$50,000	-	\$53,000.00	Grant Pending	
	Keaton Beach Coastal Park	\$50,000.00	CF \$25,000	LWCF \$25,000	-	\$50,000.00	50%	
Public Works	Motor Grader Replacement	\$215,000.00	GF Res for CIP	GF Res for CIP	GF Res for CIP	\$215,000.00	0%	
Road	Agner Acres Road	\$198,375.00	Dist 1 - \$12,121	Dist 4 - \$66,016	CA \$61,000+\$59,238	\$198,375.00	0%	\$198,375.00 KD
	Aucilla Landing Road	\$87,480.00	GF CP \$87,480	-	-	\$87,480.00	0%	\$87,480.00 KD
	Contractor's Road	\$200,000.00	GF CP \$200000	-	-	\$200,000.00	0%	\$200,000.00 KD
	East Ellison Road	\$163,919.00	-	SCRAP 163,919	-	\$163,919.00	100%	\$163,919.00 KD
	Freeman Road	\$240,587.00	Dist 2 - \$240,587	-	-	\$240,587.00	0%	\$240,587.00 KD
	Johnson Stripling Road	\$1,245,000.00	-	HRRR \$1,245,000	-	\$1,245,000.00	100%	\$1,245,000.00 FDOT
	O'Steen Road	\$762,417.00	-	SCRAP \$762,417	-	\$762,417.00	100%	\$762,417.00 KD
	Red Padgett Road	\$3,486,260.00	-	SCRAP \$1,515,225	SCOP - \$1,971,035	\$3,486,260.00	100%	\$3,486,260.00 KD
	Steinhatchee Acres (Bird Pond/Sugar Hill)	\$258,237.00	MSBU O/H \$230,762	MSBU \$27,475	(\$27,475.00)	\$258,237.00	MSBU	\$258,237.00 KD
	Sugar Hill Road (County Portion)	\$41,572.00	Dist 3 - \$41,572	-	-	\$41,572.00	0%	\$41,572.00 KD
	Providence Road (Remaining for FY)	\$895,298.00	Orig. \$1,400,000	Balance	\$895,298.00	\$895,298.00	100%	\$895,298.00 KD
Sports Complex	Quads 6 & 7	\$417,278.00	GF CF - \$417,280	-	-	\$417,278.00	2012-2013 CF	
Supervisor of Elections	Space Feasibility Study in Progress	\$250,000.00				\$250,000.00	0%	
TOTAL		\$10,453,375.00				\$10,453,375.00		
TOTAL ROAD PAVING PROJECTS FOR FY 2013-2014 - INCLUDING STATE GRANTS, COUNTY-WIDE COMMON ACCOUNT, DISTRICT FUNDS & MSBUs							\$7,569,146.00	

Note: DOT Allocation

ACCOUNT	BEG. BUDGET	EXPENDITURES	ENCUMBRANCES CIP	AVAIL BALANCE
56308 AUCILLA LANDING PAVING	\$90,000.00	\$2,520.00	\$0.00	\$87,480.00
56310 COUNTY-WIDE ROAD PAVING (COMMON ACCOUNT)	\$660,828.00	\$0.00	\$61,000.00	\$599,828.00
DISTRICT 1 - ROAD PAVING FUNDS	\$33,666.00	\$0.00	\$12,121.00	\$21,545.00
DISTRICT 2 - ROAD PAVING FUNDS	\$262,132.00	\$0.00	\$242,587.00	\$19,545.00
DISTRICT 3 - ROAD PAVING FUNDS	\$151,688.00	\$0.00	\$41,572.00	\$110,116.00
DISTRICT 4 - ROAD PAVING FUNDS	\$66,016.00	\$0.00	\$66,016.00	\$0.00
DISTRICT 5 - ROAD PAVING FUNDS	\$21,545.00	\$0.00	\$0.00	\$21,545.00

***See Notes Below**

Color Code	County-Wide Common Account - White	
	State Funding - Grey	
	District 1 - Light Purple	
	District 2 - Light Brown	
	District 3 - Light Orange	
	District 4 - Light Yellow	
	District 5 - Light Blue	
	MSBU - Light Red	

Notes:

	Requested From Common Account	Encumbrances Common Account	Approved GF CP by Board
Agner Acres (District 4) - Needs Another \$59,283.00 from the Common Account	\$59,283.00	\$61,000.00	\$59,283.00
Steinhatchee Acres MSBU Needs \$50,973 Floated from Common Account for CEI	\$27,475.00	\$0.00	\$27,475.00
Future Years Steinhatchee Acres MSBU Will Reimburse the Common Account			
Total Encumbrances for Common Account for FY 2013-2014 CIP		\$61,000.00	\$86,758.00
Common Account Balance for FY 2013-2014			\$599,828.00

CIP Projects - Fund 115 - Landfill Fund - FD/DEPT Landfill Fund Reserves - 59921 - Reserve for Capital Improvements

Landfill Reserve for Capital Improvements FY 2013-2014 Projected Initial Balance Prior to Capital Improvements	\$449,957.00	
Solid Waste Reserve for Capital Equipment FY 2013-2014 Projected Initial Balance Prior to Capital Improvements		\$455,770.00
Remaining Projected Balace - Landfill Reserve for Capital Improvements FY 2013-2014 Following FY 2013-2014 Capital Improvements	\$214,957.00	
Remaining Solid Waste Reserve for Capital Equipment FY 2013-2014 Fund Balance Following Capital Improvements		\$235,770.00