



Jefferson County Board of County Commissioners

Thursday, June 15, 2023 at 6:00 pm

BUDGET WORKSHOP AGENDA

1. Supervisor of Elections
2. Solid Waste
3. Animal Control and Code Enforcement

BOCC WORKSHOP

4. Fire and Solid Waste Assessment

Attachments:

- **Schedule** (Jefferson_Fire_and_Solid_Waste_CES_FY_23-24_Revised.pdf)

REGULAR SESSION AGENDA

Courthouse Annex, 435 W. Walnut Street, Monticello, FL 32344

5. 6 PM CALL TO ORDER, INVOCATION, PLEDGE OF ALLEGIANCE
6. PUBLIC ANNOUNCEMENTS, PRESENTATIONS & AWARDS
7. CITIZENS REQUEST & INPUT ON NON-AGENDA ITEMS

(3 Minute Limit Please)

8. **CONSENT AGENDA**

- a. Vouchers
- b. Meeting Minutes

Attachments:

- **5-26-2023** (Revised_5-26-2023_Draft_BCC_Minutes.docx)

- c. **Request to Advertise-Redistricting Ordinance**

Attachments:

- **Cover Letter** (Agenda_Item_-_Redistricting_Ordinance_Advertising.doc)
- **Proposed Ordinance** (Jefferson_Redistricting_Ordinance__EJR_05_18_23.pdf)
- **Exhibit A** (Ex._A_-_JEFFERSON_FINAL_2023_County_Commission_Districts.pdf)
- **Exhibit A-2** (Ex._A_-_JEFFERSON_FINAL_E-Size_2023_County_Commission_Districts_E.pdf)
- **Exhibit B** (Ex._B_-_Commission_District_Narrative_Descriptions.pdf)

9. **GENERAL BUSINESS**

- a. **Mosquito Control Budget Adoption**

Attachments:

- **Detailed Work** (23-24_MC_Detailed_Work_plan_Prefinal_Budget.xlsx)
- **Worksheet** (23-24_MC_Budget_Worksheet_Prefinal.xlsx)

b. CDBG Self Evaluation, Transition Plan and Grievance Procedure**Attachments:**

- **Cover Letter** (Agenda_Item_-_ADA_and_504_Resolution__CDBG_Program_.docx)
- **Resolution** (ADA__504_Resolution.docx)
- **Exhibit A** (504_Res_Exhibit_A_2023_504_Transition_Plan_Jefferson_County.doc)
- **Exhibit B** (504_Res_Exhibit_B_2023_self_evaluation_504_-JEFFERSON_COUNTY.doc)
- **Exhibit C** (5Revised_04_Res_Exhibit_C_2023_Grievance_Procedure_504_Plan_-_Jefferson_County.doc)

c. Public Hearing - Tourist Development Bed Tax Increase**Attachments:**

- **Cover Letter** (Agenda_Item_-_TDT_and_Plan_Ordinance.doc)
- **Proposed Ordinance** (TDT_Ordinance_v2.5-11-23.docx)

10. **CLERK OF COURTS**
11. **COUNTY ENGINEER**
12. **COUNTY ATTORNEY**
13. **COUNTY MANAGER**
14. **COUNTY COMMISSIONERS**
15. **ADJOURN**

From the manual "Government in the Sunshine", page 40: Paragraph C. Each board, commission or agency of this state or of any political subdivision thereof shall include in the notice of any meeting or hearing, if notice of meeting or hearing is required, of such board, commission, or agency, conspicuously on such notice, the advice that if a person decides to appeal any decision made by the board, agency or commission with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings, and for such purpose he 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.

PARTICIPATING IN A COUNTY COMMISSION MEETING: A CITIZEN'S GUIDE

The Jefferson County Commission is pleased to have you at our Commission meeting. We appreciate your presence, welcome your participation, and want your visit to be interesting and informative. The following is a brief summary of the Commission's Meeting Rules of Procedure that apply to citizen participation.

See the meeting agenda so that you can follow each item of business the Commission will be

discussing.

SPEAKING BEFORE THE COMMISSION: WHEN CAN I TALK?

If you want to address the Commission about an issue that's not on the agenda, notice there is a place to do this. To reserve a time to speak for up to 3 minutes, please sign a speaker request form usually found near the speaker's rostrum.

The first place to speak is soon after the meeting begins. This time is reserved for citizens who want to make a request or provide input that doesn't require discussion. The spot is frequently used by citizens who don't want to stay for the entire meeting and don't need an immediate response from the Commission.

Citizens may also have a chance to address the Commission about items of interest during the General Business part of the agenda. After the Commissioners have had a chance to discuss a general business item, the Chair usually asks if there are any comments from the audience. Again, if you wish to speak, please limit remarks to no more than 3 minutes.

For the record, always give your name and address before you begin speaking. If you're representing a particular group or organization, state that, too. Always address remarks to the Chair or the Commission as a whole, never to an individual commissioner or the audience. Speakers may speak only once on an issue and may not yield their time to another person.

THE COMMON COURTESY RULE: PLEASE BE BRIEF, RELEVANT, AND ALWAYS CIVIL

Commission meetings can be long. Our Commission works hard to keep meetings moving along in a productive and civil manner. Please plan your remarks so that you can make your point clearly and quickly. Always be courteous and civil.

The Chair may call down speakers (or members of the audience) who violate the Commission's rules of decorum. Here are some "no-no's": personal attacks or threats, booing, heckling, cheering, inappropriate clapping, verbal outbursts, and distracting private conversations during proceedings. Also, signs are okay outside of the meeting room but are not allowed in it.

Commission Meeting Rules of Procedure (available at jeffersoncountyfl.gov) give the Chair control of the meeting, much like a judge controls his courtroom. These same rules also give the Chair a lot of flexibility to use his or her judgment in running an efficient and orderly meeting. So if you think you need help or more time, let the Chair know. If time allows, the Chair will usually grant reasonable requests.

Again, thanks for your interest. We're glad you're here!

NOTE: *Except for Common Courtesy rules, slightly different guidelines may apply to public hearings and workshops.*

Contact: Shannon Metty, County Coordinator (smetty@jeffersoncountyfl.gov 850-342-0223) | Agenda published on
06/09/2023 at 12:39 PM

**JEFFERSON COUNTY
FIRE AND SOLID WASTE ASSESSMENT PROGRAMS
CRITICAL EVENTS SCHEDULE
FISCAL YEAR 2023-24**

(Regular Commission Meetings – 1st and 3rd Thursdays @ 6:00 p.m.)

Project Manager: Shane Black

Event	Date
Data Request Letter to County	January 2023
Create Preliminary Assessment Roll	Jan. – March 2023
Kickoff Meeting	March 2, 2023
Develop Apportionment Methodology	Feb. – April 2023
Data Collection and Analysis	March – April 2023
Proforma Budget Development	March – April 2023
Rate Scenarios	May 2023
GSG Prepares Draft Reports	May – June 2023
Final Report	June 2023
Workshop on Fire and Solid Waste Assessment Programs	June 15, 2023
NG&N provides draft Preliminary Assessment Resolutions to GSG for review and comments	June 19, 2023
GSG provides comments on Preliminary Assessment Resolutions to NG&N	June 23, 2023
Agenda deadline – Fire and Solid Waste Preliminary Assessment Resolutions	June 30, 2023
County Adopts Fire and Solid Waste Preliminary Assessment Resolutions	July 6, 2023
GSG transmits Published Notice Reminder Letter	July 7, 2023
County notifies Property Appraiser of preliminary rates to be included on TRIM notices	July 7, 2023
Property Appraiser mails TRIM notices to affected property owners	By August 24, 2023
County advertises public hearing to adopt Fire and Solid Waste Annual Assessment Resolutions	By August 24, 2023
NG&N provides draft Annual Assessment Resolutions to GSG for review and comments	August 28, 2023
GSG provides comments on draft Annual Assessment Resolutions to NG&N	August 31, 2023
Agenda deadline – Fire and Solid Waste Annual Assessment Resolutions	September 6, 2023
Public hearing to adopt Fire and Solid Waste Annual Assessment Resolutions	September 14, 2023
Update preliminary assessment rolls with corrections and updates received from County	August – Sept. 2023
Extend final rates to updated assessment rolls to create final fire and solid waste assessment rolls	August – Sept. 2023
Export and transmit Fire and Solid Waste Assessment Rolls to the Jefferson County Tax Collector	By September 15, 2023
County certifies Non-ad Valorem Assessment Rolls to Jefferson County Tax Collector	By September 15, 2023

cc: Derrick Burrus, Fire Chief (dburrus@jeffersoncountyfl.gov); Shanon Metty, County Manager (smetty@jeffersoncountyfl.gov);
 Robbie Slack, Solid Waste Director (rslack@jeffersoncountyfl.gov); Sandi Neubarth, GSG/Anser Advisory
 (sandi.neubarth@anseradvisory.com); Heather Encinosa, NG&N (hencinosa@ngn-tally.com); Sarah Blalock, NG&N
 (sblalock@ngn-tally.com)

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Regular Session

May 26, 2023

9:00 A.M.

The Board met this date in regular session. Present were Chairman Chris Tuten, Commissioners Austin Hosford, Stephen Walker and JT Surles. Also present were County Manager Shannon Metty and County Attorney Heather Encinosa.

1. Chairman Tuten called the meeting to order, and Commissioner Walker led the invocation and pledge of allegiance.
2. **A motion was made by Commissioner Surles, seconded by Commissioner Walker, and unanimously carried, the Board approved the Consent Agenda consisting of the attached vouchers to be paid, the account list, the Commissioners report, the minutes from the April 6th and May 4th regular session BCC meetings, the attached CDBG change order(s) and they moved item 4d (Request to Advertise Ordinance Amending the Tourist Development Tax) to the General Business section and made it item 5c for further discussion.**
3. County Attorney Heather Encinosa introduced item 5a, the Big Bend Transit Subrecipient Agreement and discussed the reimbursement of the installation costs for the shelters. **On a motion by Commissioner Walker, seconded by Commissioner Surles, the Board unanimously approved the attached agreement.**
4. County Attorney Heather Encinosa introduced item 5b, the Ridge Road Repeal. After discussion with the residents, it was decided to not move forward with the project. **On a motion by Commissioner Walker, seconded by Commissioner Surles, the Board unanimously approved moving forward with the attached repeal and refunding the residents money in a timely manner.** Commissioner Surles expressed appreciation to the County Manager and Staff for all the work that did for this project, and he requested a speedy refund process for the citizens. County Manager Mrs. Metty stated that would not be an issued.
5. Commissioner Surles introduced item 5c, Request to Advertise Amending the Tourist Development Tax Ordinance. After much discussion, **a motion was made by Commissioner Surles to not move forward or advertise this proposed County Tourist Tax increase. This motion died without a second. Next a motion was made by Commissioner Hosford, seconded by Commissioner Walker, and passed 3 to 1 (Commissioner Surles being the dissenting vote) for this proposed additional Tourist Tax to be advertised and publicly discussed.**
6. County Manager, Shannon Metty gave the Board a brief update on the A-Building and reviewed the upcoming meeting schedule. She informed the Board that she would email the schedule for the upcoming month of June.
7. Sheriff McNeil took a moment to publicly introduce and have a photo taken with his "Reserve Deputies," the Bishop twins.

8. County Manager Mrs. Metty stated that she was in the process of meeting with each of the electric companies to have their input on the proposed Solar Ordinance.
9. Commissioner Surles asked Mrs. Metty to bring forward a historical update and future projection of the A-Building. She stated that she would work with Mr. Charles Culp to gather that information and would bring it back at a later date.
10. Commissioner Walker asked if the Lamont School Site had adequate restroom facilities for the Homeschool Group to utilize. Mrs. Metty stated that there was an access issue that needed to be addressed.
11. Commissioner Tuten asked for a status update on the building appraisal. Mrs. Metty stated that it was underway.
12. **On motion by Commissioner Surles, seconded by Commissioner Hosford, and unanimously carried, the meeting was adjourned.**

**Board of County Commissioners
Jefferson County, Florida**

Chris Tuten, Chairman

ATTEST:

Kirk Reams, Clerk of Court

Board of County Commissioners

Agenda Request

Date of Meeting: June 15, 2023

Date Submitted: June 8, 2023

To: Honorable Chairman and Members of the Board

From: Heather Encinosa, County Attorney
Evan Rosenthal, Assistant County Attorney

Subject: Request Board Approval to Schedule and Advertise a Public Hearing to Consider Adoption of an Ordinance Establishing Revised County Commission Districts

Statement of Issue:

This agenda item requests the Board schedule and advertise a public hearing to consider adoption of an ordinance establishing revised County Commission districts.

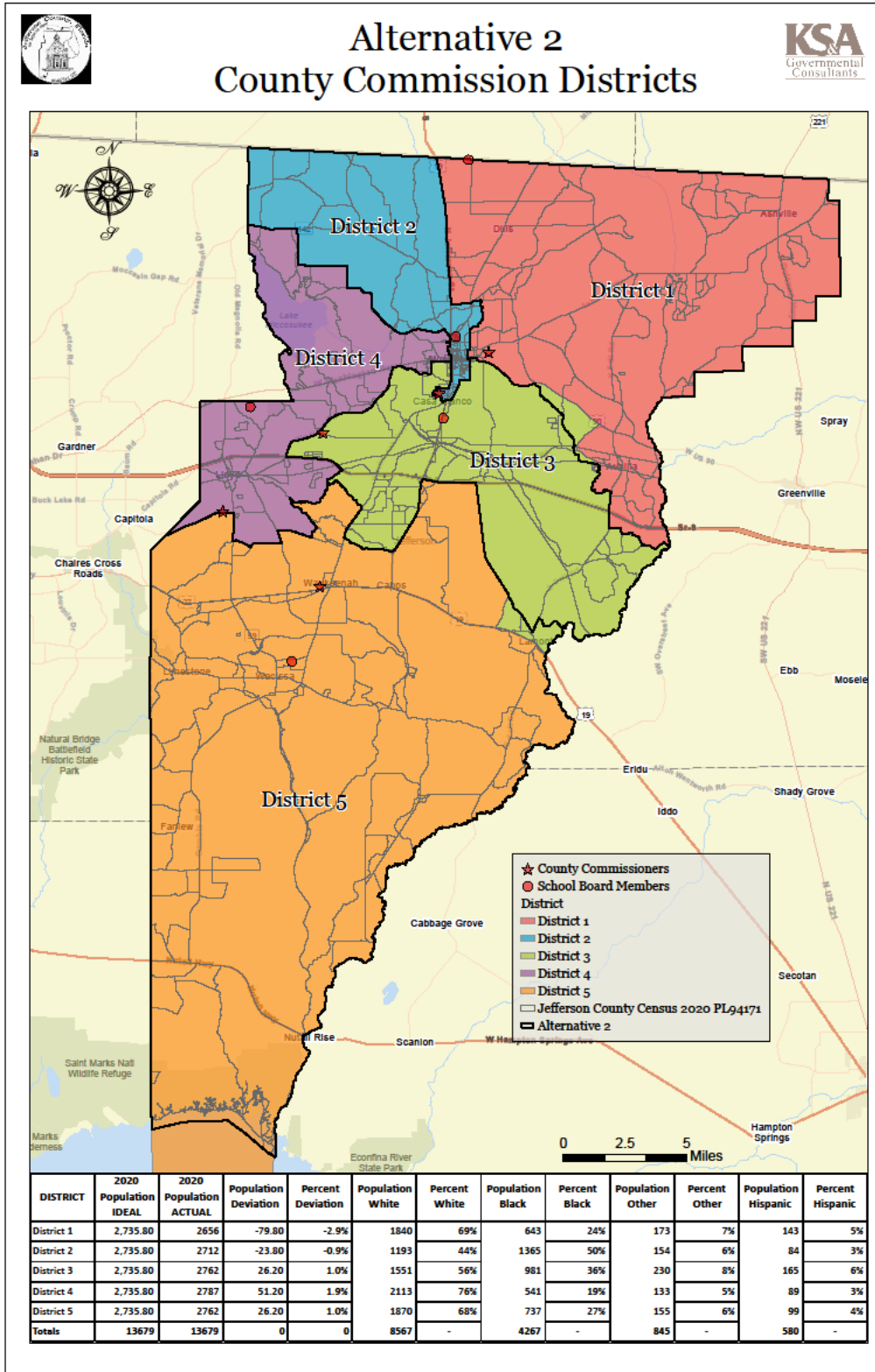
Background:

Article VIII, Section 1, paragraph (e) of the Florida Constitution, as implemented in Chapter 124, Florida Statutes, requires the Board to divide the county into districts following each decennial census. Section 124.01, Florida Statutes, states that "...the Board of County Commissioners shall from time to time, fix the boundaries of the above districts so as to keep them as nearly equal in proportion to population as possible; provided, that changes made in the boundaries of the county commissioner districts pursuant to this section shall be made only in odd-numbered years."

Earlier this year, the Board contracted with Kurt Spitzer and Associates ("KSA") to assist the County with the redistricting process. Following a review of the 2020 census data, KSA determined that the County's existing commission districts had a deviation of more than 10% from ideal population between the largest and smallest districts. Courts view anything over 10% as a red flag. As a result, KSA developed new county commission district maps to better equalize the populations within each district.

At the Board's May 4, 2023 meeting, the Board received information from KSA concerning legal requirements related the redistricting process and the makeup of the County's existing commission districts. The Board also considered two proposed redistricting maps developed by KSA. After consideration, the Board directed staff to proceed with the implementation of the following Alternative Map #2:

Request Board Approval to Schedule and Advertise a Public Hearing to Consider Adoption of an Ordinance Establishing Revised County Commission Districts
 June 15, 2023
 Page 2



Request Board Approval to Schedule and Advertise a Public Hearing to Consider Adoption of an Ordinance Establishing Revised County Commission Districts

June 15, 2023

Page 3

Analysis:

In accordance with the Board's direction, the attached ordinance implements Alternative Map #2. The revised districts reflect a total maximum deviation in population of 4.8%, which is consistent with the requirements of Article VIII, Section 1, paragraph (e) of the Florida Constitution, Chapter 124, Florida Statutes, and federal law.

Options:

1. Approve Scheduling a Public Hearing to Consider Adoption of an Ordinance Establishing Revised County Commissioner Districts
2. Do Not Approve Scheduling a Public Hearing to Consider Adoption of an Ordinance Establishing Revised County Commissioner Districts
3. Board Direction.

Recommendation:

Option #1

Attachments:

1. Ordinance Establishing Revised County Commission Districts

ORDINANCE NO. 2023-_____

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF JEFFERSON COUNTY, FLORIDA, AMENDING THE COMMISSIONER DISTRICTS OF JEFFERSON COUNTY, FLORIDA, PURSUANT TO ARTICLE VIII, SECTION 1, PARAGRAPH (E) OF THE FLORIDA CONSTITUTION; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR REVISED COMMISSIONER DISTRICTS BASED ON THE 2020 CENSUS; PROVIDING FOR PUBLICATION OF THE REVISED DISTRICTS IN ACCORDNACE WITH SECTION 124.02(1), FLORIDA STATUTES; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Article VIII, Section 1, paragraph (e) of the Florida Constitution requires the Board of County Commissioners (the “Board”) to divide Jefferson County (the “County”) into districts of contiguous territory as nearly equal in populations as practicable following each decennial census; and

WHEREAS, Section 124.01(3), Florida Statutes, provides that the Board shall fix the boundaries of County Commissioner districts to keep them as nearly equal in proportion to population as possible, provided that such changes shall be made only in odd-numbered years; and

WHEREAS, Section 124.02, Florida Statutes requires that the Board enter an accurate description of the boundaries of such districts upon its minutes and publish a certified copy of such description once each week for two consecutive weeks in a newspaper published in the County; and

WHEREAS, the 2020 federal decennial census data indicates that Jefferson County has sustained population shifts, necessitating redistricting of County Commissioner districts; and

WHEREAS, the districts set forth in the attached descriptions reflect a total maximum deviation in population of 4.8%, which is consistent with the requirements of Article VIII, Section 1, paragraph (e) of the Florida Constitution, Chapter 124, Florida Statutes, and federal law.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF JEFFERSON COUNTY, FLORIDA, AS FOLLOWS:

SECTION 1. INCORPORATION OF RECITALS. The above recitals are hereby incorporated herein by reference.

SECTION 2. APPROVAL OF REDISTRICTING MAP AND DESCRIPTION.

(A) Upon review and consideration of the results of the 2020 United States Census, the Board hereby approves the redistricting map attached hereto as Exhibit “A” and the text descriptions of the districts attached hereto as Exhibit “B” and incorporated herein by reference and expressly finds that such map and descriptions are consistent with the redistricting

requirements of Article VIII, Section 1, paragraph (e) of the Florida Constitution, Chapter 124, Florida Statutes, and applicable federal law.

(B) The County Commissioner districts of Jefferson County, Florida, shall be those shown on the map and descriptions attached as Exhibit “A” and “B”.

SECTION 3. NOTICE AND PUBLICATION. In accordance with Section 124.02(1), Florida Statutes, an accurate description of the boundaries of the County Commission districts, as changed pursuant to this Ordinance, shall be entered upon the minutes of the Board and a certified copy thereof shall be published once each week for two consecutive weeks in a newspaper of general circulation in the County. Proof of such publication shall be entered in the minutes of the Board. In addition, in accordance with Section 124.03, Florida Statutes, the Clerk of the Board shall furnish a certified copy of its minutes reflecting the description of the boundaries of the districts as changed to the Florida Department of State.

SECTION 4. CODIFICATION IN THE CODE OF ORDINANCES. It is the intention of the Board, and it is hereby ordained that the provisions of this Ordinance shall become and be made a part of the Jefferson County Code of Ordinances. Specifically, this Ordinance shall be codified as a new section within Chapter 1 of the Jefferson County Code of Ordinances, and shall be entitled “County Commissioner Districts.” Sections 1, 3, 4, 5, and 6 of this Ordinance shall not be codified.

SECTION 5. SEVERABILITY. Should any section or provision of this Ordinance or any portion therefor, or any paragraph, sentence, or word be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remainder hereof other than the part declared invalid.

SECTION 6. EFFECTIVE DATE. A certified copy of this Ordinance shall be filed with the Department of State within ten (10) days after enactment by the Board and shall be effective upon filing with the Department of State.

PASSED AND DULY ADOPTED at the meeting of the Board of County Commissioners of Jefferson County, Florida on the _____ day of _____, 2023.

(Signature Page Follows)

BOARD OF COUNTY COMMISSIONERS OF
JEFFERSON COUNTY, FLORIDA

Chris Tuten, Chair

ATTEST:

Clerk of the Circuit Court

Exhibit A
Redistricting Map



2023 County Commission Districts

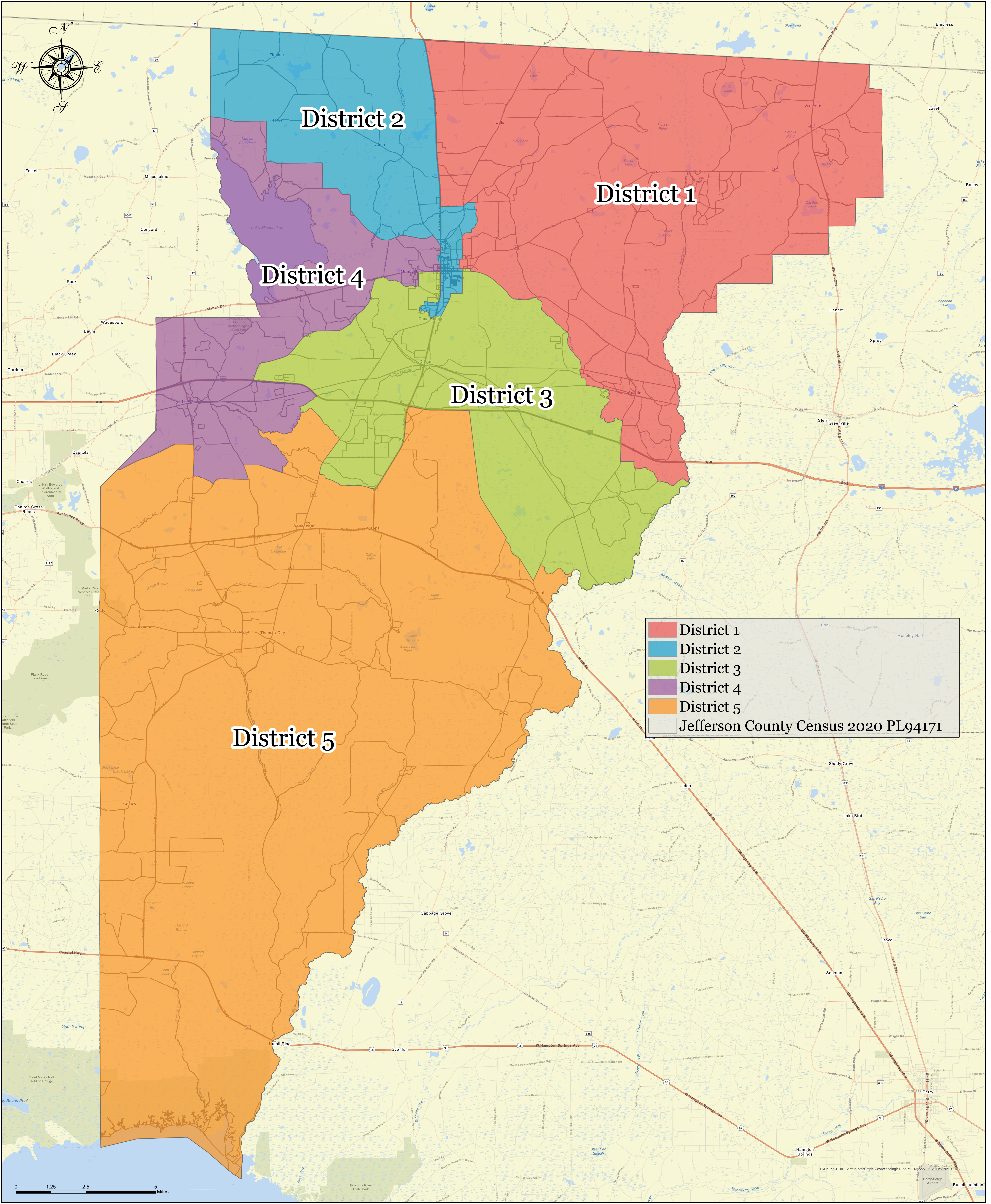


Exhibit B

Description of Commissioner Districts

**Jefferson County
District Descriptions**

District 1

The Point of Beginning being the intersection of the Florida-Georgia state boundary line and US Highway 19, proceed in an easterly direction along the state boundary line to the point where it intersects with the boundary of Jefferson County and Madison County, Florida, then proceed in a southerly direction along the Jefferson-Madison County boundary to the intersection with Seven Bridges Road, then proceed in a westerly and northerly direction along Seven Bridges Road to the point that it intersects Sparks Road, then proceed in a westerly direction along Sparks Road to the point where it intersects with South Salt Road, then proceed in a northerly direction along South Salt Road to the point where it intersects with Interstate 10, and continue across Interstate 10 in a westerly direction until it intersects with the southbound lane of South Salt Road, then proceed in a northerly direction along South Salt Road to a point where it intersects with the southeast corner of census block 2015 (GeoID 120652501032015) and then beginning in an easterly direction, follow the boundary of census block 2015 until it intersects with the southern boundary of census block 2016 (GeoID 120652501032016) and then follow the boundary of census block 2016 in a westerly direction until it intersects with the southern boundary of census block 2012 (GeoID 120652501032012) and then follow the boundary of census block 2016 in a westerly direction until it intersects with Wolf Creek, then follow Wolf Creek in a northerly direction until the intersection with US Highway 90, then proceed in a westerly direction along US Highway 90 until the point where it intersects with the western boundary of census block 2003 (GeoID 120652501052003) and then proceed in a northerly direction along census block 2003 until it intersects with East Pearl Street, then proceed in a westerly direction along East Pearl Street until it intersects with Sunset Drive, then proceed in a northerly direction along Sunset Drive until it intersects with Rocky Branch Road, then proceed in an easterly direction along Rocky Branch Road until it intersects with Goldberg Road, then proceed in a northerly direction along Goldberg Road until it intersects with Hunter Ridge Road, then proceed in a northeasterly direction along Hunter Ridge Road to the point that it becomes Crepe Myrtle Lane, then continue in a northerly direction along Crepe Myrtle Lane and census block 2063 (Geo ID 120652501062063) until census block 2063 departs from Crepe Myrtle Lane, then follow the boundary of census block 2063 until the point where it intersects with Turney Anderson Road, then proceed in a westerly direction along Turney Anderson Road until it intersects with Dills

**Jefferson County
District Descriptions**

Road, then proceed in a southwesterly direction along Dills Road until it intersects with Boston Highway, then proceed in a southerly direction along Boston Highway until it intersects with Cox Road, then proceed in a westerly direction along Cox Road until it intersects with US Highway 19, then proceed in a northerly direction along US Highway 19 to the Point of Beginning.

District 2

The Point of Beginning being the intersection of the Florida-Georgia state boundary line and US Highway 19, proceed in a southerly direction along US Highway 19 to the intersection with Cox Road, then proceed in an easterly direction along Cox Road to the intersection with County Road 149 (Boston Highway) and crossing County Road 149 to the point where it intersects with Dills Road, then proceed in a northeasterly direction along Dills Road until it intersects with Turney Anderson Road, then proceed in an easterly direction along Turney Anderson Road to the intersection with the eastern boundary of census block 2063 (GeoID 120652501062063) and then proceed in a southerly direction along the eastern boundary of census block 2063 until the intersection with Goldberg Road, then proceed in a southerly direction along Goldberg Road until the intersection with Rocky Branch Road, then proceed in a westerly direction along Rocky Branch Road until the intersection with Sunset Drive, then proceed in a southerly direction along Sunset Drive until the intersection with East Pearl Street, then proceed in an easterly direction along East Pearl Street until the intersection with Simpson Avenue, then proceed in a southerly direction along Simpson Avenue until the intersection with the northwest corner of census block 1000 (GeoID 120652501031000) and then proceeding in a southerly direction along the eastern boundary of census block 1000, and including all of census block 1005 (GeoID 120652501031005) until the intersection of census block 1000 with Nacoosa Road, then proceed in a westerly direction along Nacoosa Road, crossing US Highway 19 until it intersects with Waukeenah Highway and then proceeding in a southwesterly direction along the Waukeenah Highway to the point of intersection with Spring Hollow Drive, then proceed in a northwesterly direction along Spring Hollow Drive to the point of intersection with the southernmost boundary of census block 1018 (GeoID 120652501041018) and then beginning in a westerly direction follow the boundary of census block 1018 to the point of intersection with the

**Jefferson County
District Descriptions**

southern boundary of census block 1014 (GeoID 120652501041014) and then beginning in a westerly direction follow the boundary of census block 1014 until it intersects with the boundary of census block 1041 (GeoID 120652501041041) and then follow the boundary of census block 1041 until it intersects with the western boundary of census block 1025 (GeoID 120652501041025) and then follow the western boundary of census block 1025 until it intersects with the northern border of census block 1026 (GeoID 120652501041026) and then follow that boundary in an easterly direction until it intersects with the eastern boundary of census block 1025 (GeoID 120652501041025) and then follow that boundary in a northerly direction until it intersects with Fairchild Road, then follow Fairchild Road in an easterly direction until it intersects with US Highway 19, then follow US Highway 19 in a northerly direction until the intersection with West Madison Street, and then proceed along West Madison Street in a westerly direction until the intersection with North Mulberry Street, and then proceed in a northerly direction along North Mulberry Street until it intersects with North Independent Street, then proceed in a westerly and then northerly direction along North Independent Street until the intersection with Georgia Street, then proceed in an easterly direction along Georgia Street until the intersection with US Highway 19, then proceed in a northerly direction along US Highway 19 until it intersects with Scott Drive, then proceed in a westerly direction along Scott Drive to the point that Scott Drive terminates and from that point proceed in a northwesterly direction along the western boundary of census block 1008 (GeoID 120652501051008) and then follow the boundary of census block 1008 until it intersects with the northern boundary of census block 1007 (GeoID 120652501051007) and then follow the boundary of census block 1007 until it intersects with the northern boundary of census block 1010 (GeoID 120652501051010) and then follow the northern boundary of census block 1010 until it intersects with US Highway 19, then follow US Highway 19 in a northerly direction until it intersects with Lake Road, and then follow Lake Road until it intersects with West Lake Road, then beginning in a westerly direction, proceed along West Lake Road until it intersects with Lake Road, then proceed in a westerly direction along Lake Road until it intersects with the boundary line of Leon County, then proceed in a northerly direction along the Jefferson-Leon County boundary to the intersection with the Florida-Georgia state line, and then proceed in an easterly direction along the Florida-Georgia line to the Point of Beginning.

**Jefferson County
District Descriptions**

District 3

The Point of Beginning being the intersection of Seven Bridges Road and the boundary of Jefferson County and Madison County, Florida, proceed in a southerly direction along the Jefferson-Madison county line to the intersection with Beasley Creek, then beginning in a northeasterly direction, follow Beasley Creek to the intersection with South Salt Road, then follow South Salt Road until the intersection with the southeastern corner of census block 1007 (GeoID 120652502001007) and then follow the southeastern boundary of census block 1007 until the intersection with Interstate 10, then follow Interstate 10 in a westerly direction until the intersection with US Highway 19, then follow US highway 19 in a southerly direction until the intersection with Tyson Road, then proceeding in a westerly direction along Tyson Road to the intersection with Waukeenah Highway (CR 259) and then proceeding in a northerly direction along Waukeenah Highway to the intersection with Morris Branch Creek, then follow Morris Branch Creek beginning in a northwesterly direction until the intersection with the southwest corner of census block 4035 (GeoID 120652502004035) and then follow the western boundary of census block 4035 in a northerly direction until the intersection with census block 4032 (GeoID 120652502004032) and then follow the boundary of census block 4032 in a northeasterly direction until the intersection with the westbound lane of Interstate 10, then follow Interstate 10 in a westerly direction until the intersection with Old Lloyd Road, then follow Old Lloyd Road beginning in a northerly direction until the intersection with US Highway 90, then follow US Highway 90 in a easterly direction until the intersection with census block 1019 (GeoID 120652501041019) and then follow the southern boundary of census block 1019 in a westerly direction until the intersection with the southern boundary of census block 1009 (GeoID 120652501041009) and then follow the southern boundary of census block 1009 in a westerly and then northerly direction until the intersection with census block 1010 (GeoID 120652501041010) and then follow the western boundary of census block 1010 until the intersection with US Highway 90, then follow US Highway 90 in an easterly direction until the intersection with South Jefferson street, then proceed in a southerly direction along South Jefferson Street until the intersection with the southbound lane of South Jefferson Street, then follow the southbound lane of South Jefferson Street until the intersection with Fairchild Road, then follow Fairchild Road in a westerly

**Jefferson County
District Descriptions**

direction until the intersection with the eastern boundary of census block 1025 (GeoID 120652501041025) and then follow the eastern boundary of census block 1025 in a southerly direction until the intersection with the southern boundary of census block 1027 (GeoID 12065201041027) and then follow the southern boundary of census block 1027 in a westerly direction until the intersection with the southeast corner of census block 1013 (GeoID 0120652501041013) and then follow the boundary of census block 1013 in a westerly and then southerly direction until the intersection with census block 1015 (GeoID 120652501041015) and then follow the southern boundary of census block 1015 until the intersection with census block 1013 (GeoID 1206501041013) and then follow the boundary of census block 1013 until the intersection with census block 1018 (GeoID 1206501041018) and then beginning in an easterly direction follow the boundary of census block 1018 until the intersection with census block 1023 (GeoID 120652501041023) and then follow the boundary of census block 1023 until it intersects with Spring Hollow Drive, then follow Spring Hollow Drive in a southerly direction until it intersects with Waukeelah Highway, then follow Waukeelah Highway in a northeasterly direction until Waukeelah Highway deviates from the northeast boundary of census block 2001 (GeoID 120652501042001) and then follow census block 2001 until it intersects with census block 2000 (GeoID 120652501042000) and then follow the northern boundary of census block 2000 in an easterly direction and crossing south Jefferson Street until it intersects with Nacoosa Road, then continuing along Nacoosa Road in an easterly direction until the intersection with the eastern boundary of census block 1000 (GeoID 120652501041000) and then beginning in a northerly direction follow the boundary of census block 1000 until the intersection with US Highway 90, then continue in a northerly direction beginning at the point where US Highway 90 intersects with Simpson Avenue until the point where Simpson Avenue intersects with E Pearl Street, then follow E Pearl Street in an easterly direction until the point where it intersects with the eastern boundary of census block 2003 (GeoID 120652501042003) and then follow the boundary of census block 2003 in a southerly direction until it intersects with US Highway 90, then follow US Highway 90 in a southeasterly direction until the intersection with Wolf Creek, then follow Wolf Creek in a southerly direction until the intersection with CSX Transportation Railroad, then follow CSX Transportation Railroad in an easterly direction until the intersection with the southern boundary of census block 2016 (GeoID 120652501032016) and then follow the

**Jefferson County
District Descriptions**

southern boundary of census block 2016 in an easterly direction until it intersects with census block 2015 (GeoID 120652501032015) and then follow the eastern boundary of census block 2015 until it intersects with South Salt Road, then follow South Salt Road in a southerly direction until the intersection with Sparks Road, then follow Sparks Road in an easterly direction until the intersection with Seven Bridges Road, then follow Seven Bridges Road in an easterly direction to the intersection with the Jefferson-Madison county boundary and the Point of Beginning.

District 4

The Point of Beginning begin the intersection of Lake Road with the Jefferson-Leon County, Florida, boundary line, proceed in an easterly direction along Lake Road until the intersection with W Lake Road, then beginning in a southerly direction along W Lake Road, follow W Lake Road until the intersection with Willis Road, then follow Willis Road in a southerly direction until it becomes W Lake Road, then continuing in a southerly direction, follow W Lake Road until it intersects with Lake Road, the follow Lake Road in a southeasterly direction until it intersects with US Highway 19, then follow US Highway 19 in a southerly direction until it intersects with the southeast corner of census block 1001 (GeoID 120652501051001) and then follow the boundary of census block 1001 until it intersects with the northwest corner of census block 1008 (GeoID 120652501051008) and then follow the western boundary of census block 1008 in a southeasterly direction until it becomes Scott Drive, then follow Scott Drive until it intersects with US Highway 19, then follow US Highway 19 in a southerly direction until it intersects with Georgia Street, then follow Georgia Street in a westerly direction until it intersects with North Independent Street, the follow North Independent Street until it intersects with North Mulberry Street, then follow North Mulberry Street until it intersects with West Madison Street, then follow West Madison Street until it intersects with North Jefferson Street, then follow North Jefferson Street until it intersects with US Highway 90, then follow US Highway 90 in a westerly direction until the intersection with the northeast corner of census block 1010 (GeoID 120652501041010) and then follow the eastern boundary of census block 1010 in a southerly direction until it intersects with the eastern boundary of census block 1009 (GeoID 120652501041009) and then follow that boundary of census block 1009 in a southerly and then

**Jefferson County
District Descriptions**

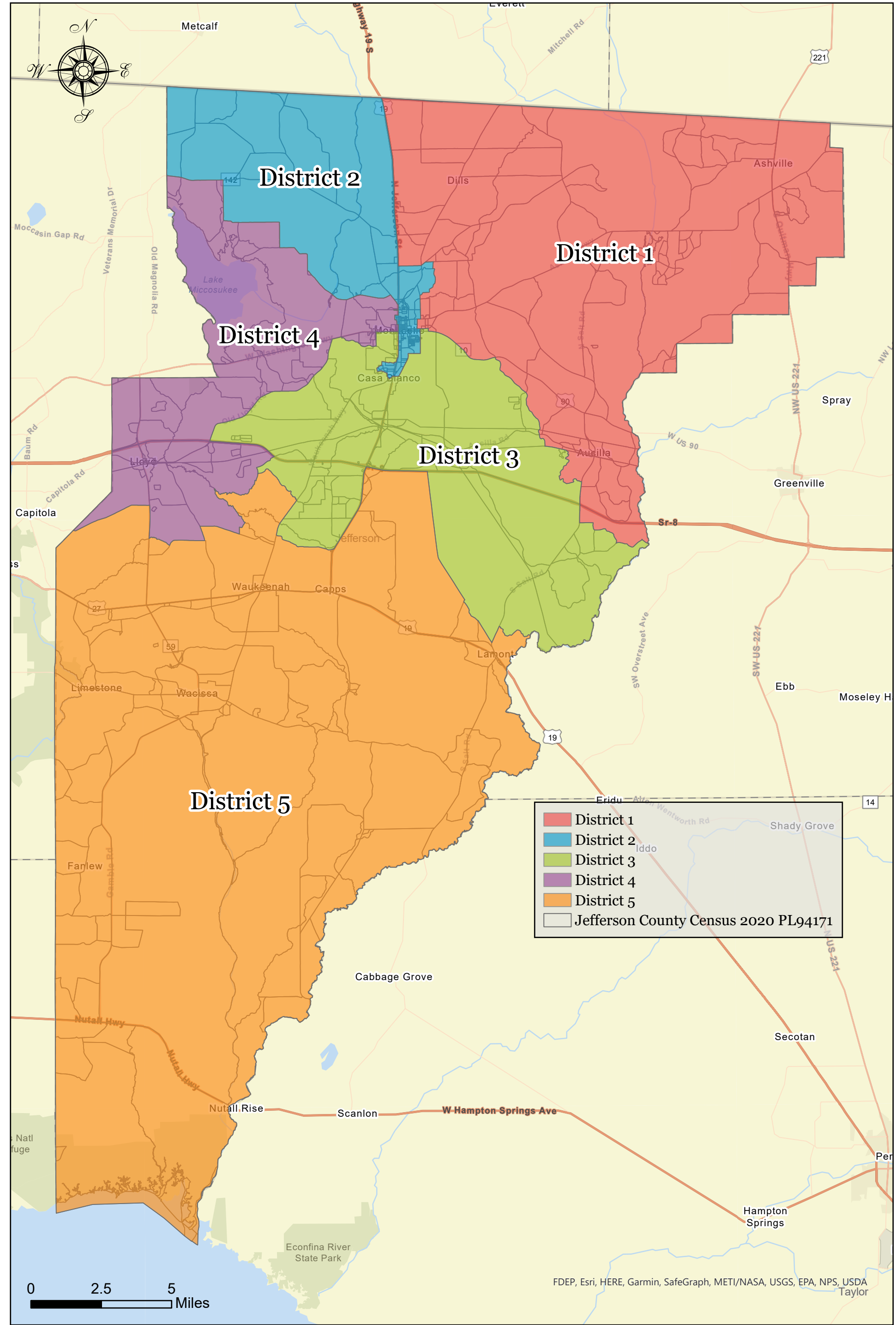
westerly direction until it intersects with the southeast corner of census block until it intersects with the southeast corner of census block 1019 (GeoID 120652501041019) and then follow the southern boundary of census block 1019 in a westerly direction until it intersects with US Highway 90 (W Washington Highway) and then follow US Highway 90 in a westerly direction until the intersection with Old Lloyd Road (CR 158A) and then follow Old Lloyd Road in a southerly direction until the intersection with Interstate 10, then follow Interstate 10 in an easterly direction until the intersection with the southeast corner of census block 4032 (GeoID 120652502004032) and then follow the boundary of census block 4032 in a southeasterly direction until it becomes Morris Brach Creek and then follow Morris Brach Creek in a westerly direction until it intersects with Lloyd Creek, then follow Lloyd Creek in a southerly direction until it intersects with Deer Run Road, then follow Deer Run Road in a southerly direction until it intersects with Watermill Road, then follow Watermill Road in a westerly direction until the intersection with Lloyd Creek Road, then follow Lloyd Creek road in a southerly direction until the intersection with Barrington Road, then follow Barrington Road in a westerly direction until the intersection with Polar Branch, then follow Polar Branch to the intersection with Gamble Road, then follow Gamble Road in a northerly direction until the intersection with Whitehouse Road, then follow Whitehouse Road in a westerly direction until the intersection with the Jefferson-Leon County boundary, then follow said boundary in a northerly direction to the Point of Beginning.

District 5

The Point of Beginning being the intersection of US Highway 27 with the Jefferson-Madison County boundary, proceed in a southerly and clockwise direction following the Jefferson County boundary to the point where it intersects with the Gulf of Mexico, then continuing in a clockwise and northerly direction along the Jefferson County boundary to the point where it intersects with Whitehouse Road, then proceed in a northeasterly direction along Whitehouse Road to the point of intersection with State Road 59, then proceed in a southerly direction along State Road 59 to the intersection with Polar Branch Creek, then proceed in an easterly along Polar Branch Creek to the point of intersection with Barrington Road, of intersection with Lloyd Creek Road, then

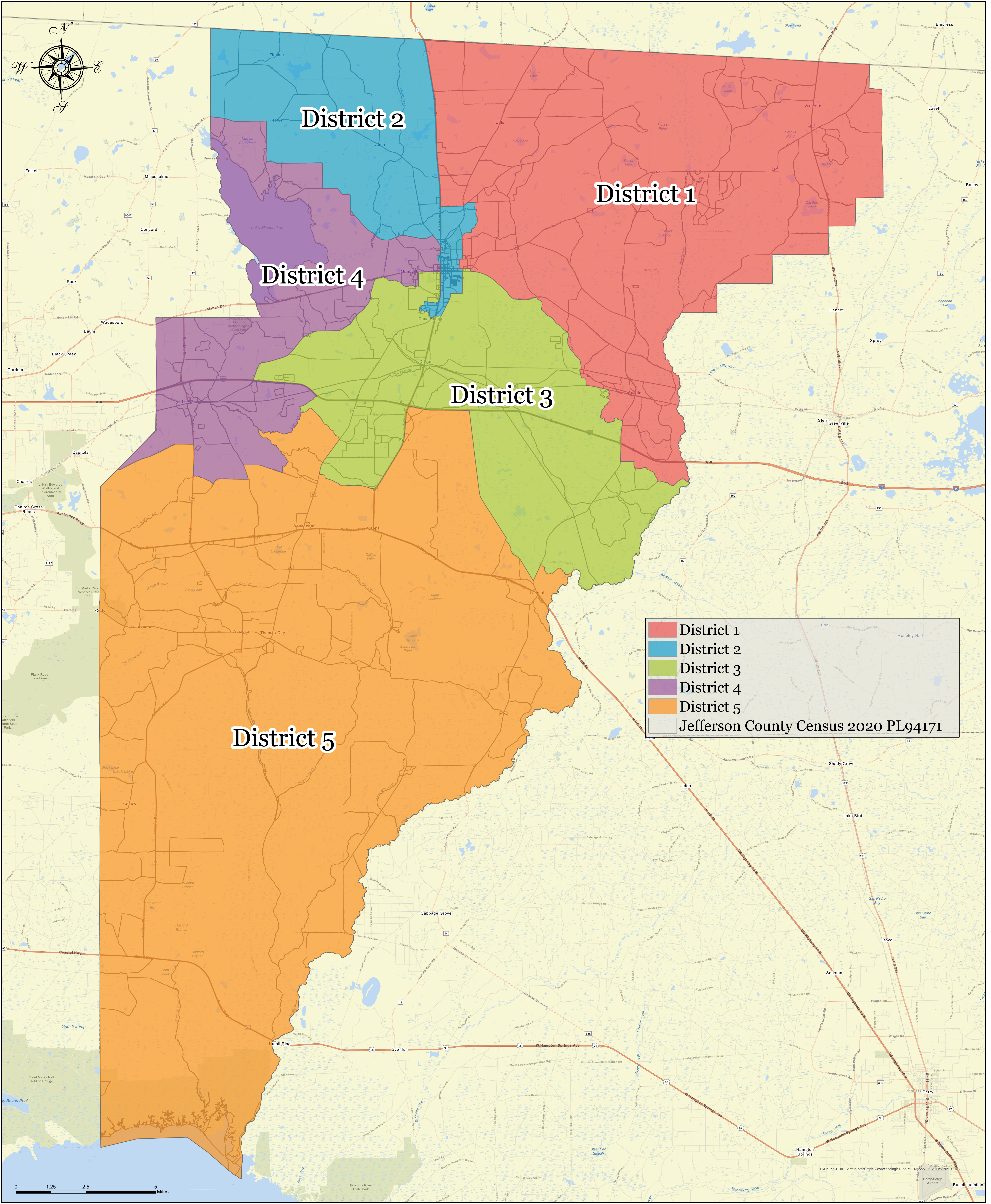
**Jefferson County
District Descriptions**

proceed in a northerly direction along Lloyd Creek Road to the point of intersection with Watermill Road, then proceed in an easterly direction along Watermill Road to the point of intersection with Deer Run Road, then proceed in a northerly direction along Deer Run Road to the point of intersection with census block 4038 (GeoID 120652502004038) and then follow the boundary of census block 4038 in a northerly direction until the intersection with Lloyd Creek, then follow the boundary of Lloyd Creek in a northerly direction until the intersection with Morris Branch, then beginning in a southerly direction, follow Morris Branch until the intersection with Waukeena Highway, then follow Waukeena Highway in a southerly direction until the intersection with Tyson Road, then proceed in an easterly direction along Tyson Road to the point that it intersects US Highway 19, then proceed in a northerly direction along US Highway 19 to the point that it intersects with Interstate 10, then proceed in an easterly direction along Interstate 10 to the point that it intersects with the northeastern boundary of census block 1009 (GeoID 120652502001009) and then follow the eastern boundary of census block 1009 in a southerly direction until it intersection with Griffin Road, then follow Griffin Road in a southeasterly direction until it intersects with South Salt Road, then follow South Salt Road in a northerly direction until the intersection with Beasley Creek, then follow Beasley Creek in an easterly direction to the Jefferson-Madison County line, then follow the Jefferson County line in a southerly direction to the Point of Beginning.





2023 County Commission Districts



**Jefferson County
District Descriptions**

District 1

The Point of Beginning being the intersection of the Florida-Georgia state boundary line and US Highway 19, proceed in an easterly direction along the state boundary line to the point where it intersects with the boundary of Jefferson County and Madison County, Florida, then proceed in a southerly direction along the Jefferson-Madison County boundary to the intersection with Seven Bridges Road, then proceed in a westerly and northerly direction along Seven Bridges Road to the point that it intersects Sparks Road, then proceed in a westerly direction along Sparks Road to the point where it intersects with South Salt Road, then proceed in a northerly direction along South Salt Road to the point where it intersects with Interstate 10, and continue across Interstate 10 in a westerly direction until it intersects with the southbound lane of South Salt Road, then proceed in a northerly direction along South Salt Road to a point where it intersects with the southeast corner of census block 2015 (GeoID 120652501032015) and then beginning in an easterly direction, follow the boundary of census block 2015 until it intersects with the southern boundary of census block 2016 (GeoID 120652501032016) and then follow the boundary of census block 2016 in a westerly direction until it intersects with the southern boundary of census block 2012 (GeoID 120652501032012) and then follow the boundary of census block 2016 in a westerly direction until it intersects with Wolf Creek, then follow Wolf Creek in a northerly direction until the intersection with US Highway 90, then proceed in a westerly direction along US Highway 90 until the point where it intersects with the western boundary of census block 2003 (GeoID 120652501052003) and then proceed in a northerly direction along census block 2003 until it intersects with East Pearl Street, then proceed in a westerly direction along East Pearl Street until it intersects with Sunset Drive, then proceed in a northerly direction along Sunset Drive until it intersects with Rocky Branch Road, then proceed in an easterly direction along Rocky Branch Road until it intersects with Goldberg Road, then proceed in a northerly direction along Goldberg Road until it intersects with Hunter Ridge Road, then proceed in a northeasterly direction along Hunter Ridge Road to the point that it becomes Crepe Myrtle Lane, then continue in a northerly direction along Crepe Myrtle Lane and census block 2063 (Geo ID 120652501062063) until census block 2063 departs from Crepe Myrtle Lane, then follow the boundary of census block 2063 until the point where it intersects with Turney Anderson Road, then proceed in a westerly direction along Turney Anderson Road until it intersects with Dills

**Jefferson County
District Descriptions**

Road, then proceed in a southwesterly direction along Dills Road until it intersects with Boston Highway, then proceed in a southerly direction along Boston Highway until it intersects with Cox Road, then proceed in a westerly direction along Cox Road until it intersects with US Highway 19, then proceed in a northerly direction along US Highway 19 to the Point of Beginning.

District 2

The Point of Beginning being the intersection of the Florida-Georgia state boundary line and US Highway 19, proceed in a southerly direction along US Highway 19 to the intersection with Cox Road, then proceed in an easterly direction along Cox Road to the intersection with County Road 149 (Boston Highway) and crossing County Road 149 to the point where it intersects with Dills Road, then proceed in a northeasterly direction along Dills Road until it intersects with Turney Anderson Road, then proceed in an easterly direction along Turney Anderson Road to the intersection with the eastern boundary of census block 2063 (GeoID 120652501062063) and then proceed in a southerly direction along the eastern boundary of census block 2063 until the intersection with Goldberg Road, then proceed in a southerly direction along Goldberg Road until the intersection with Rocky Branch Road, then proceed in a westerly direction along Rocky Branch Road until the intersection with Sunset Drive, then proceed in a southerly direction along Sunset Drive until the intersection with East Pearl Street, then proceed in an easterly direction along East Pearl Street until the intersection with Simpson Avenue, then proceed in a southerly direction along Simpson Avenue until the intersection with the northwest corner of census block 1000 (GeoID 120652501031000) and then proceeding in a southerly direction along the eastern boundary of census block 1000, and including all of census block 1005 (GeoID 120652501031005) until the intersection of census block 1000 with Nacoosa Road, then proceed in a westerly direction along Nacoosa Road, crossing US Highway 19 until it intersects with Waukeenah Highway and then proceeding in a southwesterly direction along the Waukeenah Highway to the point of intersection with Spring Hollow Drive, then proceed in a northwesterly direction along Spring Hollow Drive to the point of intersection with the southernmost boundary of census block 1018 (GeoID 120652501041018) and then beginning in a westerly direction follow the boundary of census block 1018 to the point of intersection with the

**Jefferson County
District Descriptions**

southern boundary of census block 1014 (GeoID 120652501041014) and then beginning in a westerly direction follow the boundary of census block 1014 until it intersects with the boundary of census block 1041 (GeoID 120652501041041) and then follow the boundary of census block 1041 until it intersects with the western boundary of census block 1025 (GeoID 120652501041025) and then follow the western boundary of census block 1025 until it intersects with the northern border of census block 1026 (GeoID 120652501041026) and then follow that boundary in an easterly direction until it intersects with the eastern boundary of census block 1025 (GeoID 120652501041025) and then follow that boundary in a northerly direction until it intersects with Fairchild Road, then follow Fairchild Road in an easterly direction until it intersects with US Highway 19, then follow US Highway 19 in a northerly direction until the intersection with West Madison Street, and then proceed along West Madison Street in a westerly direction until the intersection with North Mulberry Street, and then proceed in a northerly direction along North Mulberry Street until it intersects with North Independent Street, then proceed in a westerly and then northerly direction along North Independent Street until the intersection with Georgia Street, then proceed in an easterly direction along Georgia Street until the intersection with US Highway 19, then proceed in a northerly direction along US Highway 19 until it intersects with Scott Drive, then proceed in a westerly direction along Scott Drive to the point that Scott Drive terminates and from that point proceed in a northwesterly direction along the western boundary of census block 1008 (GeoID 120652501051008) and then follow the boundary of census block 1008 until it intersects with the northern boundary of census block 1007 (GeoID 120652501051007) and then follow the boundary of census block 1007 until it intersects with the northern boundary of census block 1010 (GeoID 120652501051010) and then follow the northern boundary of census block 1010 until it intersects with US Highway 19, then follow US Highway 19 in a northerly direction until it intersects with Lake Road, and then follow Lake Road until it intersects with West Lake Road, then beginning in a westerly direction, proceed along West Lake Road until it intersects with Lake Road, then proceed in a westerly direction along Lake Road until it intersects with the boundary line of Leon County, then proceed in a northerly direction along the Jefferson-Leon County boundary to the intersection with the Florida-Georgia state line, and then proceed in an easterly direction along the Florida-Georgia line to the Point of Beginning.

**Jefferson County
District Descriptions**

District 3

The Point of Beginning being the intersection of Seven Bridges Road and the boundary of Jefferson County and Madison County, Florida, proceed in a southerly direction along the Jefferson-Madison county line to the intersection with Beasley Creek, then beginning in a northeasterly direction, follow Beasley Creek to the intersection with South Salt Road, then follow South Salt Road until the intersection with the southeastern corner of census block 1007 (GeoID 120652502001007) and then follow the southeastern boundary of census block 1007 until the intersection with Interstate 10, then follow Interstate 10 in a westerly direction until the intersection with US Highway 19, then follow US highway 19 in a southerly direction until the intersection with Tyson Road, then proceeding in a westerly direction along Tyson Road to the intersection with Waukeenah Highway (CR 259) and then proceeding in a northerly direction along Waukeenah Highway to the intersection with Morris Branch Creek, then follow Morris Branch Creek beginning in a northwesterly direction until the intersection with the southwest corner of census block 4035 (GeoID 120652502004035) and then follow the western boundary of census block 4035 in a northerly direction until the intersection with census block 4032 (GeoID 120652502004032) and then follow the boundary of census block 4032 in a northeasterly direction until the intersection with the westbound lane of Interstate 10, then follow Interstate 10 in a westerly direction until the intersection with Old Lloyd Road, then follow Old Lloyd Road beginning in a northerly direction until the intersection with US Highway 90, then follow US Highway 90 in a easterly direction until the intersection with census block 1019 (GeoID 120652501041019) and then follow the southern boundary of census block 1019 in a westerly direction until the intersection with the southern boundary of census block 1009 (GeoID 120652501041009) and then follow the southern boundary of census block 1009 in a westerly and then northerly direction until the intersection with census block 1010 (GeoID 120652501041010) and then follow the western boundary of census block 1010 until the intersection with US Highway 90, then follow US Highway 90 in an easterly direction until the intersection with South Jefferson street, then proceed in a southerly direction along South Jefferson Street until the intersection with the southbound lane of South Jefferson Street, then follow the southbound lane of South Jefferson Street until the intersection with Fairchild Road, then follow Fairchild Road in a westerly

**Jefferson County
District Descriptions**

direction until the intersection with the eastern boundary of census block 1025 (GeoID 120652501041025) and then follow the eastern boundary of census block 1025 in a southerly direction until the intersection with the southern boundary of census block 1027 (GeoID 12065201041027) and then follow the southern boundary of census block 1027 in a westerly direction until the intersection with the southeast corner of census block 1013 (GeoID 0120652501041013) and then follow the boundary of census block 1013 in a westerly and then southerly direction until the intersection with census block 1015 (GeoID 120652501041015) and then follow the southern boundary of census block 1015 until the intersection with census block 1013 (GeoID 1206501041013) and then follow the boundary of census block 1013 until the intersection with census block 1018 (GeoID 1206501041018) and then beginning in an easterly direction follow the boundary of census block 1018 until the intersection with census block 1023 (GeoID 120652501041023) and then follow the boundary of census block 1023 until it intersects with Spring Hollow Drive, then follow Spring Hollow Drive in a southerly direction until it intersects with Waukeenah Highway, then follow Waukeenah Highway in a northeasterly direction until Waukeenah Highway deviates from the northeast boundary of census block 2001 (GeoID 120652501042001) and then follow census block 2001 until it intersects with census block 2000 (GeoID 120652501042000) and then follow the northern boundary of census block 2000 in an easterly direction and crossing south Jefferson Street until it intersects with Nacoosa Road, then continuing along Nacoosa Road in an easterly direction until the intersection with the eastern boundary of census block 1000 (GeoID 120652501041000) and then beginning in a northerly direction follow the boundary of census block 1000 until the intersection with US Highway 90, then continue in a northerly direction beginning at the point where US Highway 90 intersects with Simpson Avenue until the point where Simpson Avenue intersects with E Pearl Street, then follow E Pearl Street in an easterly direction until the point where it intersects with the eastern boundary of census block 2003 (GeoID 120652501042003) and then follow the boundary of census block 2003 in a southerly direction until it intersects with US Highway 90, then follow US Highway 90 in a southeasterly direction until the intersection with Wolf Creek, then follow Wolf Creek in a southerly direction until the intersection with CSX Transportation Railroad, then follow CSX Transportation Railroad in an easterly direction until the intersection with the southern boundary of census block 2016 (GeoID 120652501032016) and then follow the

**Jefferson County
District Descriptions**

southern boundary of census block 2016 in an easterly direction until it intersects with census block 2015 (GeoID 120652501032015) and then follow the eastern boundary of census block 2015 until it intersects with South Salt Road, then follow South Salt Road in a southerly direction until the intersection with Sparks Road, then follow Sparks Road in an easterly direction until the intersection with Seven Bridges Road, then follow Seven Bridges Road in an easterly direction to the intersection with the Jefferson-Madison county boundary and the Point of Beginning.

District 4

The Point of Beginning begin the intersection of Lake Road with the Jefferson-Leon County, Florida, boundary line, proceed in an easterly direction along Lake Road until the intersection with W Lake Road, then beginning in a southerly direction along W Lake Road, follow W Lake Road until the intersection with Willis Road, then follow Willis Road in a southerly direction until it becomes W Lake Road, then continuing in a southerly direction, follow W Lake Road until it intersects with Lake Road, the follow Lake Road in a southeasterly direction until it intersects with US Highway 19, then follow US Highway 19 in a southerly direction until it intersects with the southeast corner of census block 1001 (GeoID 120652501051001) and then follow the boundary of census block 1001 until it intersects with the northwest corner of census block 1008 (GeoID 120652501051008) and then follow the western boundary of census block 1008 in a southeasterly direction until it becomes Scott Drive, then follow Scott Drive until it intersects with US Highway 19, then follow US Highway 19 in a southerly direction until it intersects with Georgia Street, then follow Georgia Street in a westerly direction until it intersects with North Independent Street, the follow North Independent Street until it intersects with North Mulberry Street, then follow North Mulberry Street until it intersects with West Madison Street, then follow West Madison Street until it intersects with North Jefferson Street, then follow North Jefferson Street until it intersects with US Highway 90, then follow US Highway 90 in a westerly direction until the intersection with the northeast corner of census block 1010 (GeoID 120652501041010) and then follow the eastern boundary of census block 1010 in a southerly direction until it intersects with the eastern boundary of census block 1009 (GeoID 120652501041009) and then follow that boundary of census block 1009 in a southerly and then

**Jefferson County
District Descriptions**

westerly direction until it intersects with the southeast corner of census block until it intersects with the southeast corner of census block 1019 (GeoID 120652501041019) and then follow the southern boundary of census block 1019 in a westerly direction until it intersects with US Highway 90 (W Washington Highway) and then follow US Highway 90 in a westerly direction until the intersection with Old Lloyd Road (CR 158A) and then follow Old Lloyd Road in a southerly direction until the intersection with Interstate 10, then follow Interstate 10 in an easterly direction until the intersection with the southeast corner of census block 4032 (GeoID 120652502004032) and then follow the boundary of census block 4032 in a southeasterly direction until it becomes Morris Brach Creek and then follow Morris Brach Creek in a westerly direction until it intersects with Lloyd Creek, then follow Lloyd Creek in a southerly direction until it intersects with Deer Run Road, then follow Deer Run Road in a southerly direction until it intersects with Watermill Road, then follow Watermill Road in a westerly direction until the intersection with Lloyd Creek Road, then follow Lloyd Creek road in a southerly direction until the intersection with Barrington Road, then follow Barrington Road in a westerly direction until the intersection with Polar Branch, then follow Polar Branch to the intersection with Gamble Road, then follow Gamble Road in a northerly direction until the intersection with Whitehouse Road, then follow Whitehouse Road in a westerly direction until the intersection with the Jefferson-Leon County boundary, then follow said boundary in a northerly direction to the Point of Beginning.

District 5

The Point of Beginning being the intersection of US Highway 27 with the Jefferson-Madison County boundary, proceed in a southerly and clockwise direction following the Jefferson County boundary to the point where it intersects with the Gulf of Mexico, then continuing in a clockwise and northerly direction along the Jefferson County boundary to the point where it intersects with Whitehouse Road, then proceed in a northeasterly direction along Whitehouse Road to the point of intersection with State Road 59, then proceed in a southerly direction along State Road 59 to the intersection with Polar Branch Creek, then proceed in an easterly along Polar Branch Creek to the point of intersection with Barrington Road, of intersection with Lloyd Creek Road, then

**Jefferson County
District Descriptions**

proceed in a northerly direction along Lloyd Creek Road to the point of intersection with Watermill Road, then proceed in an easterly direction along Watermill Road to the point of intersection with Deer Run Road, then proceed in a northerly direction along Deer Run Road to the point of intersection with census block 4038 (GeoID 120652502004038) and then follow the boundary of census block 4038 in a northerly direction until the intersection with Lloyd Creek, then follow the boundary of Lloyd Creek in a northerly direction until the intersection with Morris Branch, then beginning in a southerly direction, follow Morris Branch until the intersection with Waukeena Highway, then follow Waukeena Highway in a southerly direction until the intersection with Tyson Road, then proceed in an easterly direction along Tyson Road to the point that it intersects US Highway 19, then proceed in a northerly direction along US Highway 19 to the point that it intersects with Interstate 10, then proceed in an easterly direction along Interstate 10 to the point that it intersects with the northeastern boundary of census block 1009 (GeoID 120652502001009) and then follow the eastern boundary of census block 1009 in a southerly direction until it intersection with Griffin Road, then follow Griffin Road in a southeasterly direction until it intersects with South Salt Road, then follow South Salt Road in a northerly direction until the intersection with Beasley Creek, then follow Beasley Creek in an easterly direction to the Jefferson-Madison County line, then follow the Jefferson County line in a southerly direction to the Point of Beginning.

The workplan is broken down into three tabs -

Tab 1 - Receipts

Tab 2 - Expenditures

Tab 3 - Reserves

Each sheet has the standard accounting codes used for setting the annual budget and subsequent mont

NOTE - THE SPREADSHEET IS NOT PROTECTED IN ANY WAY.

DO NOT edit/change any cell that is colored "grey/gray"

DO NOT add/insert or edit/change ANY COLUMNS

IF YOU NEED TO ADD/INSERT A ROW -- it is EASIER to follow this procedure:

BEFORE you enter any data in the row, select the blank row.

Create the new row by right clicking and selecting "copy". Then, leaving the same row highli

[Multiple rows can be created at this time (recommended)]

13623_Detailed Workplan Bud (1) Receipts

Enter information for top part of form on this page. You only need to enter the last TWO di

If only using only two tabs, be sure to indicate in the "Page ____ of ____" section correctly.

Accounts and Titles should be organized into RECEIPT groups such as:

Ad Valorem; State Grant, Equipment Rentals; Grants and Donations; Interest Ear

Examples of Program "elements" can include:

Arbovirus Surveillance; Ground Adulticiding; Aerial Adulticiding; Ground Larvicidi

13623_Detailed Workplan Bud (2) Expenditures

Enter information for top part of form including the "Page ____ of ____"section

Accounts and Titles should be organized into EXPENDITURE groups such as:

Personnel Services (list all employees); Personnel Services Benefits; Operating Ex

Examples of Program "elements" can include:

Arbovirus Surveillance; Ground Adulticiding; Aerial Adulticiding; Ground Larvicidi

13623_Detailed Workplan Bud (3) Reserves

Enter information for top part of form including the "Page ____ of ____"section

Accounts and Titles should be organized into RESERVE groups such as:

Reserves - Future Capital Outlay; Self-Insurance; Cash Balance to be Carried Forw

Updated address in Submit To box, form revision date, telephone number, and program title

ghted, right click AGAIN and select using the "Insert Copied Cells" command

ing; Aerial Larviciding; Adult Mosquito Surveillance; Impoundment Management

cpenses; Travel & Expenses; Rentals & Leases; Repair and Maintenance, etc

ing; Aerial Larviciding; Adult Mosquito Surveillance; Impoundment Management



ADAM H. PUTNAM
COMMISSIONER

Florida Department of Agriculture and Consumer Services
Division of Agricultural Environmental Services

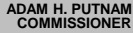
DETAILED WORK PLAN BUDGET - ARTHROPOD CONTROL

Section 388.341, F. S. and 5E-13.022(1) and (3), F. A. C.
Telephone Number (850) 617-7995

FOR COUNTY OR
DISTRICT USE ONLY

Submit to:
Mosquito Control Program
3125 Conner Blvd, Bldg 6

RECOMMENDED FOR APPROVAL: <input type="text"/>					FOR FISCAL YEAR BEGINNING OCTOBER 1, 20 23			PREPARED BY: Diana Bullock						
DATE: <input type="text"/>					ENDING SEPTEMBER 30, 20 24			DATE: 26/05/2023						
APPROVED BY: <input type="text"/> Mosquito Control Program					COUNTY or DISTRICT JEFFERSON COUNTY AUTHORITY: CHAPTER 388.341, F.S.			APPROVED BY: <input type="text"/> CHAIRMAN, BOARD OF COUNTY COMMISSIONERS						
DATE: <input type="text"/>								DATE: <input type="text"/>						
PAGE 1 OF 4					TO BE PAID FROM				PROGRAM ELEMENTS					
ACCOUNT	TITLE	PERIOD OR QUANTITY	RATE OR UNIT	TOTAL COST	LOCAL	STATE	GENERAL EXPENSE	CAPITAL						
RECEIPTS														
311	Ad Valorem (Current/Delinquent)			\$ 35,000.00	\$ 35,000.00									
334.1	State Grant			\$ 35,000.00		\$ 35,000.00								
362	Equipment Rentals													
337	Grants and Donations													
361	Interest Earnings													
364	Equipment and/or Other Sales													
369	Misc./Refunds (prior yr expenditures)													
380	Other Sources													
389	Loans													
TOTAL				\$ 70,000.00	\$ 35,000.00	\$ 35,000.00								



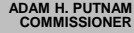
DETAILED WORK PLAN BUDGET - ARTHROPOD CONTROL

**FOR COUNTY OR
DISTRICT USE ONLY**

Submit to:
Mosquito Control Program
3125 Conner Blvd, Bldg 6

[illegible]

[illegible]



DETAILED WORK PLAN BUDGET - ARTHROPOD CONTROL

Submit to:
Mosquito Control Program
3125 Conner Blvd, Bldg 6

FDACS-13623 Rev. 07/13

2023-2024 BUDGET WORKSHEET

Mosquito Control

2022-2023

REVENUES	Approved 22-23 Budget	Actual Rev thru 5/16
MOSQUITO CONTROL STATE GRANT	\$ 34,481	\$ 9,723
Total Revenues	\$ 34,481	\$ 9,723

EXPENSES	Approved 22-23 Budget	Actual Exp thru 5/16
LOCAL SALARY	\$ 19,000	\$ 6,031
LOCAL FICA	\$ 1,650	\$ 461
LOCAL RETIREMENT	\$ 2,000	\$ 607
LOCAL W/C	\$ 2,700	\$ 808
COMMUNICATION	\$ 1,750	\$ 214
UTILITIES	\$ 2,900	\$ 1,475
GAS/OIL	\$ 5,000	\$ 1,167
MOSQUITO/LOCAL BUDGET	\$ 35,000	\$ 10,763

EXPENSES	Approved 22-23 Budget	Actual Exp thru 5/16
STATE SALARY	\$ 15,000	\$ 8,400
STATE FICA	\$ -	\$ 618
STATE RETIREMENT	\$ -	\$ 1,000
STATE WC	\$ -	\$ 53
UTILITIES	\$ 250	\$ -
MAINTENANCE & REPAIRS	\$ 4,500	\$ 325
ADVERTISING	\$ -	\$ -
OFFICE SUPPLIES	\$ -	\$ -
OPERATING SUPPLIES	\$ 1,479	\$ -
CHEMICALS	\$ 11,000	\$ -
MISC. SUPPLIES	\$ 1,000	\$ 23
TOOLS & IMPLEMENTS	\$ -	\$ -
TRAINING	\$ 2,731	\$ 30
MOSQUITO/STATE BUDGET	\$ 35,960	\$ 10,450
Total Expenditures	\$70,960	\$21,213

Board of County Commissioners

Agenda Request

Date of Meeting: June 15, 2023

Date Submitted: June 7, 2023

To: Honorable Chairman and Members of the Board

From: David Fox, Fred Fox Enterprises, Inc.

Subject: Approval of a Resolution Adopting a Transition Plan, Self-Evaluation, and Grievance Procedures in Compliance with the ADA and Section 504

Statement of Issue:

This agenda item requests Board approval of a Resolution adopting a Transition Plan, Self-Evaluation, and Grievance Procedures in compliance with the Americans with Disabilities Act of 1990 (ADA) and Section 504 of the Rehabilitation Act of 1973 (Section 504).

Background:

As a recipient of Community Development Block Grant (CDBG) funding from the U.S. Department of Housing and Urban Development (HUD) through the Florida Small Cities Community Development Block Grant Program, Jefferson County is responsible for complying with 24 C.F.R. Part 8, which effectuates Section 504, as amended. As a local government, Jefferson County is also responsible for complying with 28 C.F.R. Parts 35 and 36, which effectuate the ADA. Accordingly, the County is required to adopt a Transition Plan to achieve accessibility in all County-owned facilities open to the Public and designate a County employee responsible for administering the Transition Plan. The County is also responsible for conducting a Self-Evaluation of County-owned facilities to determine whether they are accessible for individuals with handicaps or disabilities. The County is also responsible for establishing a Grievance Procedure to address any grievances relating to accessibility or the treatment of individuals with handicaps or disabilities and to eliminate discrimination against any such individual.

Analysis:

The Resolution would formally adopt the Transition Plan, Self-Evaluation, and Grievance Procedures in Compliance with the ADA and Section 504. The Transition Plan identifies physical obstacles in County facilities that may limit accessibility of its programs or activities to individuals with handicaps, describes methods the County will use to make the facilities accessible, specifies a schedule to achieve compliance, indicates an official responsible for implementation of the Transition Plan, and identifies the persons or groups with whose assistance the plan was prepared in compliance with 24 C.F.R. sections 8.21, 8.24, and 8.25, and 28 C.F.R. section 35.150. In compliance with 24 C.F.R. section 8.51 and 28 C.F.R. section 35.105, the Self-Evaluation

evaluates the County's current policies and practices to determine whetherand facilities to determine whether they

Options:

1. Approve Resolution Adopting a Transition Plan, Self-Evaluation, and Grievance Procedures in Compliance with the ADA and Section 504.
2. Do Not Approve Resolution Adopting a Transition Plan, Self-Evaluation, and Grievance Procedures in Compliance with the ADA and Section 504.
3. Board Direction.

Recommendation:

Option #1

Attachments:

1. Resolution to Adopt a Transition Plan, Self-Evaluation, and Grievance Procedures in Compliance with the ADA and Section 504

RESOLUTION NO. ____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF JEFFERSON COUNTY, FLORIDA, MAKING FINDINGS REGARDING COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990 AND SECTION 504 OF THE REHABILITATION ACT OF 1973; ADOPTING A TRANSITION PLAN AND SPECIFYING AN OFFICIAL RESPONSIBLE FOR ITS IMPLEMENTATION; ADOPTING A SELF-EVALUATION; ADOPTING GRIEVANCE PROCEDURES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, as a local government, Jefferson County is responsible for complying with 28 C.F.R. Parts 35 and 36, which effectuate the Americans with Disabilities Act of 1990, and as a participant in the Community Development Block Grant Program, Jefferson County is responsible for complying with 24 C.F.R. Part 8, which effectuates Section 504 of the Rehabilitation Act of 1973, as amended; and

WHEREAS, the County has adopted a Transition Plan to achieve accessibility in all County-owned facilities open to the Public, the implementation of which is the responsibility of the County Manager; and

WHEREAS, the County has conducted a Self-Evaluation of County policies and practices to determine whether they comply with federal law and of County-owned facilities open to the public to determine whether said facilities are accessible as defined in 24 C.F.R. section 8.3 for individuals with handicaps or disabilities; and

WHEREAS, the County has established a Grievance Procedure to address any grievances relating to accessibility or the treatment of individuals with handicaps or disabilities and to eliminate discrimination against any such individual.

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

SECTION 1. FINDINGS. The above findings are true and correct and are hereby incorporated herein by this reference.

SECTION 2. TRANSITION PLAN. Pursuant to 24 C.F.R. sections 8.21, 8.24, and 8.25, and 28 C.F.R. section 35.150, the County hereby adopts the Transition Plan set forth in Exhibit "A" hereto. The County Manager is responsible for the implementation of the Transition Plan.

SECTION 3. SELF-EVALUATION. Pursuant to 24 C.F.R. section 8.51 and 28 C.F.R. section 35.105, the County hereby adopts the Self-Evaluation set forth in Exhibit "B" hereto.

SECTION 4. GRIEVANCE PROCEDURE. Pursuant to 24 C.F.R. section 8.53 and 28 C.F.R. section 35.107, the County hereby adopts the Grievance Procedure set forth in Exhibit “C” hereto.

SECTION 5. EFFECTIVE DATE. This Resolution shall take effect immediately upon its passage.

DULY ADOPTED this ____ day of _____, 2023.

**BOARD OF COUNTY COMMISSIONERS
OF JEFFERSON COUNTY, FLORIDA**

Chris Tuten, Chairman

ATTEST:

Clerk of the Circuit Court

APPROVED AS TO FORM:

Heather J. Encinosa, Esq.
County Attorney

24 CFR PART 8
TRANSITION PLAN
LOCALITY NAME: JEFFERSON COUNTY

- A. List structures (facilities) in which programs and activities are conducted. (Particularly where public meetings are held)
- B. Determine if there are physical barriers to program participation? YES or NO.

STRUCTURES	1. Access Route	2. Outside walks	3. Parking	4. Curb cuts	5. Ramps	6. Ext. doors	7. Int. doors	8. Elev.	9. Lifts	10. Toilets	11. Fount- ains	12. Warn- signal	13. Assem- areas	14. Tele- phones	NEEDED CHANGES
COURTHOUSE	No	No	No	No	No	Yes	Yes	No	N/A	Yes	No	Yes	No	N/A	1.Need ADA compliant restroom signs 2. Install guards to exposed plumbing under restroom sinks
ROAD DEPARTMENT OFFICE	No	Yes	Yes	No	No	No	Yes	N/A	N/A	Yes	N/A	Yes	No	N/A	1.Remove exterior door mat from front entrance 2. Need ADA compliant interior doorknobs throughout 3.Install ADA compliant restroom signs at proper height 4. Install guards to exposed plumbing under restroom sinks 5. Need ADA compliant bathroom faucet 6. Need ADA compliant parking to include restriping and signs at proper height 7. Install ADA compliant grab bars on side and rear wall of commode

24 CFR PART 8
TRANSITION PLAN
LOCALITY NAME: JEFFERSON COUNTY
Page #2

- A. List structures (facilities) in which programs and activities are conducted. (Particularly where public meetings are held)
B. Determine if there are physical barriers to program participation? YES or NO.

STRUCTURES	1. Access Route	2. Outside walks	3. Parking	4. Curb cuts	5. Ramps	6. Ext. doors	7. Int. doors	8. Elev.	9. Lifts	10. Toilets	11. Fount- ains	12. Warn- signal	13. Assem- areas	14. Tele- phones	NEEDED CHANGES
COUNTY COMPLEX EXTERIOR PUBLIC RESTROOMS	No	No	No	No	No	No	No	N/A	N/A	Yes	N/A	Yes	No	N/A	1.Need ADA compliant restroom grab bars 2. Install guards to exposed plumbing under restroom sinks 3. Install ADA compliant restroom signs
COURT HOUSE ANNEX	No	No	Yes	No	No	No	No	N/A	N/A	Yes	No	No	No	N/A	1.. Need ADA compliant parking restriping 2. Install guards to exposed plumbing under restroom sinks
COUNTY ADMIN OFFICE PLANNING BUILDING	No	No	Yes	No	No	No	Yes	N/A	N/A	Yes	No	Yes	No	N/A	1.Install guards to exposed plumbing under restroom sinks 2. Need ADA compliant parking signage at proper height 3.Need ADA compliant restroom signs 4. Need ADA compliant interior doorknobs throughout

24 CFR PART 8
TRANSITION PLAN
LOCALITY NAME: JEFFERSON COUNTY
Page #3

- A. List structures (facilities) in which programs and activities are conducted. (Particularly where public meetings are held)
B. Determine if there are physical barriers to program participation? YES or NO.

STRUCTURES	1. Access Route	2. Outside walks	3. Parking	4. Curb cuts	5. Ramps	6. Ext. doors	7. Int. doors	8. Elev.	9. Lifts	10. Toilets	11. Fount- ains	12. Warn- signal	13. Assem- areas	14. Tele- phones	NEEDED CHANGES
LIBRARY	No	No	No	No	No	No	Yes	No	N/A	Yes	No	No	No	N/A	1. Need ADA compliant grab bars on rear wall behind commode 2. Install guards to exposed plumbing under restroom sinks 3. Need ADA compliant interior doorknobs throughout
JEFFERSON COUNTY RECREATIONAL PARK	Yes	Yes	Yes	No	Yes	No	N/A	N/A	N/A	Yes	No	Yes	N/A	N/A	1. Need hard surface ADA compliant parking areas to include striping, signage and access route 2. Need hard surface ADA compliant access routes to venues and bathrooms 3. Install ADA compliant hard surface viewing pads with access routes to all fields 4. Update bathrooms as needed to make all ADA compliant to include signs, fixtures, stall sizes, door openings, grab bars and plumbing guards

24 CFR PART 8
TRANSITION PLAN
LOCALITY NAME: JEFFERSON COUNTY
Page #4

- A. List structures (facilities) in which programs and activities are conducted. (Particularly where public meetings are held)
B. Determine if there are physical barriers to program participation? YES or NO.

STRUCTURES	1. Access Route	2. Outside walks	3. Parking	4. Curb cuts	5. Ramps	6. Ext. doors	7. Int. doors	8. Elev.	9. Lifts	10. Toilets	11. Fount- ains	12. Warn- signal	13. Assem- areas	14. Tele- phones	NEEDED CHANGES
WACISSA RIVERFRONT PARK	Yes	Yes	Yes	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1. Need ADA compliant Parking with Access route to facilities

C. The schedule for taking steps necessary to make needed changes:

Year 1 –

Court House-
1. Install ADA compliant restroom signs with Brail at proper height
2 .Install guards to all exposed plumbing under restroom sinks

Road Department-
1. Remove exterior door mat front entrance
2. Install ADA compliant restroom signs with Brail at proper height
3. Install guards to all exposed plumbing under restroom sinks

*County Complex-
Exterior Public Restrooms*
1. Install ADA compliant restroom signs with Brail at proper height
2. Install guards to all exposed plumbing under restroom sinks

Court House Annex -
1. Install ADA compliant restriping to handicap parking spaces
2. Install guards to all exposed plumbing under restroom sinks

*County Admin Office -
Building & Zoning*
1. Install ADA compliant restroom signs with Brail at proper height
2. Install guards to all exposed plumbing under restroom sinks
3. Install ADA compliant parking signs at proper height

Library -
1. Install guards to all exposed plumbing under restroom sinks

24 CFR PART 8
TRANSITION PLAN
LOCALITY NAME: JEFFERSON COUNTY
Page #5

C. The schedule for taking steps necessary to make needed changes:

Year 2 –

Road Department-

- 1. Install ADA compliant interior door knobs throughout
- 2. Install ADA compliant restroom faucets
- 3. Restripe handicap parking as according to ADA requirements to include signs at proper height.
- 4. Install ADA compliant grab bars on both rear and side walls of handicap commode

***County Complex-
Exterior Public Restrooms***

- 1. Install ADA compliant grab bars on both rear and side walls of handicap commodes

***County Admin Office
Building & Zoning***

- 1. Install ADA compliant interior doorknobs throughout

Library -

- 1. Install ADA compliant grab bars to rear wall behind handicap commodes
- 2. Install ADA compliant interior doorknobs throughout

***Jefferson County-
Recreational Park***

- 1. Install hard surface handicap parking as according to ADA requirements to include striping, signs at proper height and hard surface access routes.
- 2. Install hard surface ADA compliant access routes to venues and bathrooms
- 3. Install hard surface ADA compliant viewing pads with access routes to all fields
- 4. Update restrooms as needed to make ADA compliant to include proper signs at correct height, plumbing fixtures, stall sizes, door opening widths, grab bars and plumbing guards under sinks

Wacissa Riverfront Park-

- 1. Install hard surface handicap parking as according to ADA requirements to include striping, signs at proper height and hard surface access routes.

24 CFR PART 8 TRANSITION PLAN

LOCALITY NAME: JEFFERSON COUNTY

Page #6

D. The official responsible for implementation is: County Manager

E. The person(s) or groups with whose assistance the plan was developed: Fred Fox Enterprises, Inc.; County Staff

F. This Transition Plan for complying with 24 CFR part 8 was made public by:

1. Posting on bulletin board.
2. Making the public aware of its availability.

DATE ADOPTED _____ RESOLUTION # _____

Exhibit "B"

JEFFERSON COUNTY 24 CFR PART 8; 28 CFR PART 35 SELF-EVALUATION

A) Program and Activities Conducted:

PROGRAMS	PURPOSE
CDBG	To make infrastructure improvements to County owned public access facilities

B) The Policies and Practices that govern the above programs and activities:

- 1) Outreach and Communications
- 2) Grievance Procedure
- 3) Eligibility and Admission Criteria
- 4) Personnel Policy
- 5) Physical Accommodations
- 6) Fair Housing Ordinance
- 7) Jefferson County CDBG Program Purchasing Policy Including Minority Business Enterprise Policy

C) Person responsible for Evaluation:

Facilities Administrator

D) Do written policies or practices limit the participation of individuals with handicaps?

	<u>Needed Changes</u>
1) Notices (written)	Y___ N <u>X</u>
2) Grievance Procedure	Y___ N <u>X</u>
3) Eligibility Policy	Y___ N <u>X</u>
4) Employment Policy	Y___ N <u>X</u>
5) Transportation	Y___ N <u>X</u>
6) Telephone Communications (TDD's)	Y___ N <u>X</u>
7) Interpreters/Readers	Y___ N <u>X</u>
8) Use of Contractors	Y___ N <u>X</u>
9) Audio-Visual Preservations	Y___ N <u>X</u>
10) Automated Electronic Equipment	Y___ N <u>X</u>
11) Emergency Evacuation	Y___ N <u>X</u>
12) Fair Housing	Y___ N <u>X</u>
13) Jefferson County CDBG Program Purchasing Policy Including Minority Business Enterprise Policy	Y___ N <u>X</u>

E) Ways handicapped persons and other interested persons have participated in the Self-Evaluation.

County staff who are familiar with County policies and all the County owned buildings and with citizens who have requested accessibility needs participated in the Self-Evaluation process. Fred Fox Enterprises, Inc. also participated in the Self-Evaluation.

F) Recipients that employ 15 or more employees must maintain on file and make the information available to the public upon request. File must be kept for at least six (6) years.

Jefferson County employs more than 15 employees and will make this information available to the public upon request.

Resolution #: _____ Date Approved: _____, 2023

Exhibit “B”

JEFFERSON COUNTY SELF-EVALUATION SCHEDULE OF IMPROVEMENTS

CHANGES TO BE MADE ACCORDING TO FISCAL YEAR BUDGET

Year 1 –

Court House

1. Install ADA compliant restroom signs with Brail at proper height
2. Install guards to all exposed plumbing under restroom sinks

Road Department

1. Remove exterior door mat front entrance
2. Install ADA compliant restroom signs with Brail at proper height
3. Install guards to all exposed plumbing under restroom sinks

County Complex Exterior Public Restrooms

1. Install ADA compliant restroom signs with Brail at proper height
2. Install guards to all exposed plumbing under restroom sinks

Court House Annex

1. Install ADA compliant restriping to handicap parking spaces
2. Install guards to all exposed plumbing under restroom sinks

County Admin Office, Building & Zoning

1. Install ADA compliant restroom signs with Brail at proper height
2. Install guards to all exposed plumbing under restroom sinks
3. Install ADA compliant parking signs at proper height

Library

1. Install guards to all exposed plumbing under restroom sinks

Year 2 –

Road Department

1. Install ADA compliant interior doorknobs throughout
2. Install ADA compliant restroom faucets
3. Restripe handicap parking as according to ADA requirements to include signs at proper height
4. Install ADA compliant grab bars on both rear and side walls of handicap commode

County Complex Exterior Public Restrooms

1. Install ADA compliant grab bars on both rear and side walls of handicap commodes

County Admin Office, Building & Zoning

1. Install ADA compliant interior doorknobs throughout

Resolution #: _____ Date Approved: _____, 2023

Exhibit “B”

JEFFERSON COUNTY SELF EVALUATION SCHEDULE OF IMPROVEMENTS

CHANGES TO BE MADE ACCORDING TO FISCAL YEAR BUDGET

Year 2 (continued) –

Library

1. Install ADA compliant grab bars to rear wall behind handicap commodes
2. Install ADA compliant interior doorknobs throughout

Jefferson County Recreational Park

1. Install hard surface handicap parking as according to ADA requirements to include striping, signs at proper height and hard surface access routes.
2. Install hard surface ADA compliant access routes to venues and bathrooms
3. Install hard surface ADA compliant viewing pads with access routes to all fields
4. Update restrooms as needed to make ADA compliant to include proper signs at correct height, plumbing fixtures, stall sizes, door opening widths, grab bars and plumbing guards under sinks

Wacissa Riverfront Park

1. Install hard surface handicap parking as according to ADA requirements to include striping, signs at proper height and hard surface access routes.

**JEFFERSON COUNTY, FLORIDA
GRIEVANCE PROCEDURE**

Section 504 of the Rehabilitation Act of 1973 provides that no qualified disabled person shall, solely on the basis of handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with Federal financial assistance. Jefferson County has completed its Section 504 Self-Evaluation and its Transition Plan which details the modifications/corrective actions needed to allow handicap accessibility relative to the County's public buildings and facilities. The Self-Evaluation and Transition Plan are on file in the County Manager's Office in the County Administration Building and are available for public review and inspection, upon request.

In an effort to comply with all the provisions as set forth in Section 504 of the Rehabilitation Act of 1973, Jefferson County herein establishes the following Grievance Procedure by passage of Resolution No. _____ dated _____.

1. Jefferson County, Florida has completed its Section 504 Self-Evaluation and has determined to what extent its public facilities, employment practices, communications system, programs, and services are accessible to handicapped individuals.
2. Jefferson County, Florida has appointed its County Manager as its Section 504 Coordinator. The Section 504 Coordinator shall be responsible for the County's overall compliance with Section 504 of the Rehabilitation Act of 1973 and further shall coordinate the implementation of the Transition Plan with the respective County Departments.
3. It is the Policy of Jefferson County to eliminate discrimination against any person who: has a physical or mental impairment which substantially limits one or more major life activities, has a record of such impairment, and/or is regarded as having such an impairment.
4. Any handicapped person or groups representing handicapped persons that feel that a grievance is warranted relative to accessibility to handicapped persons in public facilities, employment practices, communication systems, programs, services, etc. under the direct control of the County shall submit said grievance in writing to the County Manager's Office located at 450 W. Walnut Street, Monticello, FL 32344.
5. The County Manager shall coordinate the response to the grievance as the Section 504 Coordinator and shall issue the County's response within thirty (30) days of receipt of said grievance. If the aggrieved person or group feels that the grievance has not been sufficiently addressed by the County Manager, the aggrieved may appeal the County's response to the Board of County Commissioners. The Board of County Commissioners shall render its decision relative to the grievance within thirty (30) days of hearing the grievance. At any point, the aggrieved may register a complaint with the Department of Economic Opportunity, which shall be known as the Department of Commerce after July 1, 2023, pursuant to Chapter 2023-173, Laws of Florida, and which is located at 107 East Madison Street-MSD 400, Tallahassee, Florida 32399-2100, or the agency responsible for managing the Community Development Block Grant program at the time of the complaint.

EXHIBIT C

6. All grievances filed with the County shall have a response from the Board of County Commissioners or County Manager within sixty (60) days of the lodging of the grievance and/or appeal. In the event the aggrieved person or group has exhausted all appeals without a decision satisfactory to himself, herself, or itself, the aggrieved person or group may pursue other legal channels in an attempt to achieve satisfaction.

7. A file of all written grievances and the County's response to said grievances shall be maintained and available for public inspection upon request.

Board of County Commissioners

Agenda Request

Date of Meeting: May 26, 2022

Date Submitted: June 15, 2022

To: Honorable Chairman and Members of the Board

From: Katrina Richardson, Tourist Development Council Coordinator

Subject: Public Hearing to Consider Adoption of an Ordinance Amending the Tourist Development Tax Ordinance

Statement of Issue:

This agenda item requests that the Board of County Commissioners (the “Board”) adopt an ordinance amending the Tourist Development Tax Ordinance, as amended and codified at Chapter 32, Article III, of the Jefferson County Code of Ordinances (the “Code”).

Background:

The Tourist Development Tax is a hotel tax on short-term rentals in Jefferson County. Visitors pay the tax on every short-term rental of a hotel, motel, bed and breakfast, or other short-term lodging within Jefferson County. The current rate of the Tourist Development Tax is 3%.

On February 20, 2003, the Board established the Tourist Development Council (the “TDC”) via Resolution No. 03-0220-01. In October of 2004, the Board enacted Ordinance No. 04-04 providing for the placement of a two percent Tourist Development Tax pursuant to Section 125.0104(3)(c), Florida Statutes. That initiative was approved by Jefferson County Voters, and on December 21, 2006, the Board approved Ordinance No. 06-07, levying the tax effective on the February 1, 2007, and formally adopting the TDC’s Tourist Development Plan pursuant to Section 125.0104(4), Florida Statutes. The initial plan provided for a budget of \$60,000 over the first 2 years of the levy and provided for 45% of the levy to be spent on “tourism promotion,” 45% on “tourism development,” and 10% on “administration.” In 2017, the County levied a 3rd Penny via Resolution No. 2017-09072017-01, pursuant to Section 125.0104(3)(d), Florida Statutes, effective November 1, 2017.

Jefferson County is eligible to levy an additional 4th and 5th penny pursuant to Section 125.0104(3)(l) and (3)(n), Florida Statutes, to be spent on tourism promotion and development. The current Tourist Development Plan is nearly 20 years old and effectively identifies only one permissible use for Tourist Development Tax revenues available to Jefferson County under Section

125.0104, Florida Statutes, which is the promotion, development, and advertisement of Jefferson County tourism throughout the state, nationally, and internationally.

The first three pennies of the Tourist Development Tax may also be expended for the following purposes:

(i) to acquire, construct, enlarge, remodel, repair, improve, maintain, operate or promote one or more publicly owned and operated coliseums or auditoriums within the County, auditoriums that are publicly owned but are operated by organizations that are exempt from federal taxation pursuant to 26 U.S.C. s. 501(c)(3) and open to the public within the county, or aquariums or museums that are publicly owned but are operated by organizations that are exempt from federal taxation pursuant to 26 U.S.C. s. 501(c)(3) and open to the public, within the County;

(ii) to promote zoological parks that are publicly owned and operated or owned and operated by not-for-profit organizations and open to the public;

(iii) to fund convention bureaus, tourist bureaus, tourist information centers, and news bureaus as county agencies or by contract with the chambers of commerce or similar associations in the county, which may include any indirect administrative costs for services performed by the county on behalf of the promotion agency;

(iv) to finance beach park facilities, or beach, channel, estuary, or lagoon improvement, maintenance, renourishment, restoration, and erosion control, including construction of beach groins and shoreline protection, enhancement, cleanup, or restoration of inland lakes and rivers to which there is public access as those uses relate to the physical preservation of the beach, shoreline, channel, estuary, lagoon, or inland lake or river;

(v) to acquire, construct, extend, enlarge, remodel, repair, improve, maintain, operate, or promote one or more zoological parks, fishing piers or nature centers which are publicly owned and operated or owned and operated by not-for-profit organizations and open to the public.

At the May 1 meeting of the TDC, the TDC voted to recommend that the Board amend the Tourist Development Tax Ordinance as follows:

- Increasing the Tourist Development Tax from 3 to 5%
- Making legislative findings that the following expenditures have as their main purpose the attraction of tourists to Jefferson County and promotion of tourism in Jefferson County:
 - Development of a marketing plan for tourism in Jefferson County
 - Advertising expenditures for traditional and electronic media, including search engine optimization and social media, encouraging Jefferson County tourism and

Public Hearing to Consider Adoption of an Ordinance Amending the Tourist Development Tax Ordinance

June 15, 2023

Page 3

- encouraging visitors to patronize Jefferson County lodging accommodations
 - Grants to fund the operation and promotion of special events that entice tourists to visit and stay in Jefferson County
 - Promotion expenditures for any event that has the effect of promoting tourism in Jefferson County
 - Promotion expenditures for events and programming at the Monticello Opera House, which is a major tourist attraction in Jefferson County
 - Promotion expenditures and other expenditures permissible under Sections 125.0104(5)(a) and (b), Florida Statutes, for the North Florida Wildlife Center, which is a major tourist attraction in Jefferson County
- Adopting a revised Tourist Development Plan providing for an anticipated revenue of \$300,000 in the 24 months following the levy of the tax, for the tax to be levied within the geographical boundaries of Jefferson County, and providing for the following expense allocations in order of priority:
 - Seventy percent (70%) for the promotion, development, and advertisement of Jefferson County tourism in this state, nationally, and internationally
 - Twenty percent (20%) for other permissible uses of the first three pennies under the statute, enumerated above.
 - Ten percent (10%) for administration

Section 125.0104(4)(d), Florida Statutes, provides that any Ordinance amending to the Tourist Development Plan requires a majority plus one vote. In addition, Section 125.0104(3)(n), Florida Statutes, provides that any Ordinance implementing a 5th Penny under subsection (3)(n) requires a majority plus one vote of the Board. Accordingly, this Ordinance requires a majority plus one vote to become effective.

Analysis:

The proposed ordinance can be summarized as follows:

- Increases Tourist Development Tax from 3% to 5%
- Adopts the recommended Tourist Development Plan providing for an anticipated revenue of \$300,000 in the 24 months following the levy of the tax, for the tax to be levied within the geographical boundaries of Jefferson County, and providing for the following expense allocations in order of priority:
 - Seventy percent (70%) for the promotion, development, and advertisement of Jefferson County tourism in this state, nationally, and internationally
 - Twenty percent (20%) for other permissible uses of the first three pennies under the statute, enumerated above.
 - Ten percent (10%) for administration
- Making legislative findings that the following expenditures have as their main purpose the attraction of tourists to Jefferson County and promotion of tourism in Jefferson County:

Public Hearing to Consider Adoption of an Ordinance Amending the Tourist Development Tax Ordinance

June 15, 2023

Page 4

- Development of a marketing plan for tourism in Jefferson County
- Advertising expenditures for traditional and electronic media, including search engine optimization and social media, encouraging Jefferson County tourism and encouraging visitors to patronize Jefferson County lodging accommodations
- Grants to fund the operation and promotion of special events that entice tourists to visit and stay in Jefferson County
- Promotion expenditures for any event that has the effect of promoting tourism in Jefferson County
- Promotion expenditures for events and programming at the Monticello Opera House, which is a major tourist attraction in Jefferson County
- Promotion expenditures and other expenditures permissible under Sections 125.0104(5)(a) and (b), Florida Statutes, for the North Florida Wildlife Center, which is a major tourist attraction in Jefferson County

Options:

1. Approve an Ordinance Amending Tourist Development Tax Ordinance
2. Do Not Approve Ordinance Amending Tourist Development Tax Ordinance
3. Board Direction.

Recommendation:

Option #1

Attachments:

1. Ordinance Amending Tourist Development Tax Ordinance

ORDINANCE NO. 2023-__

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF JEFFERSON COUNTY, FLORIDA AMENDING THE TOURIST DEVELOPMENT TAX ORDINANCE; PROVIDING CERTAIN LEGISLATIVE FINDINGS; LEVYING AN ADDITIONAL TWO PERCENT (2%) TOURIST DEVELOPMENT TAX THROUGHOUT JEFFERSON COUNTY, FLORIDA, IN ACCORDANCE WITH SECTIONS 125.0104(3)(L) AND (3)(N), FLORIDA STATUTES; ADOPTING AN UPDATED TOURIST DEVELOPMENT PLAN; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION AND FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Section 125.0104, Florida Statutes, known as the “Local Option Tourist Development Act,” the Board of County Commissioners (the “Board”) adopted Ordinance No. 04-04 (the “Tourist Development Tax Ordinance”) on October 25, 2004, which authorized a referendum for voter approval of the imposition of an initial two cents of tourist development tax per dollar exchanged on certain short term lodging rental transactions within Jefferson County; and

WHEREAS, following approval of the voters, the Board subsequently adopted Ordinance No. 06-07 formally levying the voter-approved two cents of tourist development tax per dollar on certain short term lodging rental transactions pursuant to Section 125.0104(3)(c), Florida Statutes, to begin collection February 1, 2007, and created the County’s initial Tourist Development Plan (the “Plan”); and

WHEREAS, the Board subsequently adopted Ordinance No. 2017-09072017-01 levying an additional penny of tourist development tax per dollar pursuant to Section 125.0104(3)(d), Florida Statutes; and

WHEREAS, the Tourist Development Tax Ordinance, as subsequently amended, is codified in Chapter 32, Article III, of the Jefferson County Code of Ordinances; and

WHEREAS, pursuant to Sections 125.0104(3)(l) and (3)(n), Florida Statutes, Jefferson County is eligible to levy an additional two pennies of tourist development tax per dollar; and

WHEREAS, the Board desires to expand the goals and objectives contained in the existing Plan to provide for the funding of public facilities needed to address impacts related to increased tourism and to update the projected tourist development tax revenues; and

WHEREAS, the Council has submitted to the Board a recommended amendment to the Tourist Development Ordinance and the Plan contained therein; and

WHEREAS, in order to effectuate these changes, the Board hereby finds it necessary to amend the Tourist Development Tax Ordinance, as subsequently amended, and Chapter 32, Article III, of the Jefferson County Code of Ordinances.

NOW THEREFORE, be it ordained by the Board of County Commissioners of Jefferson County, Florida, as follows:

SECTION 1. INCORPORATION OF RECITALS. The above recitals are true and correct and are hereby incorporated by reference.

SECTION 2. The Board hereby amends Sections 32-48 and 32-49 of the Jefferson County Code of Ordinances as follows:

SECTION 32-48. – Levied.

(a) (1) As authorized in Sections 125.0104(3)(c) and (3)(d), Florida Statutes, there is hereby levied and imposed a tourist development tax throughout Jefferson County, Florida, at the rate of three percent (3%) of each whole and major fraction of each dollar of the total rental and consideration charged every person who rents, leases or lets for consideration any living quarters or accommodations in any hotel, apartment hotel, motel, resort motel, apartment, apartment motel, rooming house, mobile home park, recreational vehicle park, ~~or~~ condominium, ~~or timeshare resort~~ for a term of 6 months or less. When receipt of consideration is by way of property other than money, the tax shall be levied and imposed on the fair market value of such non-monetary considerations.

(2) As authorized in Sections 125.0104(3)(l) and (3)(n), Florida Statutes, there is hereby levied and imposed an additional Tourist Development Tax throughout Jefferson County, Florida, at the rate of two percent (2%) of each whole and major fraction of each dollar of the total rental and consideration charged every person who rents, leases or lets for consideration any living quarters or accommodations in any hotel, apartment hotel, motel, resort motel, apartment, apartment motel, rooming house, mobile home park, recreational vehicle park, condominium, or timeshare resort for a term of 6 months or less, which tax revenues may be used to promote and advertise tourism in accordance with the adopted tourist development plan. When receipt of consideration is by way of property other than money, the tax shall be levied and imposed on the fair market value of such non-monetary considerations. The additional two percent (2%) tourist development tax levied and imposed in this subsection (a)(2) shall be effective on the first day of the second month following approval of this ordinance. Upon the effective date of this additional two percent (2%) tourist development tax, the tourist development tax levied throughout Jefferson County, Florida, shall be at the total rate of five percent (5%).

(b) The Tourist Development Tax shall be in addition to any other tax imposed pursuant to Chapter 212, Florida Statutes, as amended, and in addition to all other taxes, fees and the considerations for the rental or lease.

(c) The Tourist Development Tax shall be charged by the person receiving the consideration for the rental or lease, and it shall be collected by such person from the lessee, tenant, or customer at the time of payment of the consideration for such rental or lease.

(d) The person receiving the consideration for such rental or lease shall receive, account for and remit the tax to the State of Florida, Department of Revenue, at the time and in the manner provided for persons who collect and remit taxes under Section 212.03, Florida Statutes, as amended. The same duties and privileges imposed by Chapter 212, Florida Statutes, as amended, upon dealers in tangible property, respecting the collection and remission of tax, the making of returns, the keeping of books, records and accounts, and compliance with the rules of the Florida Department of Revenue in the administration of said chapter shall apply to and be binding upon all persons who are subject to the provisions of this ordinance; provided, however, the Florida said Department of Revenue may authorize a quarterly return and payment when the tax remitted by the person receiving the consideration for such rental or lease for the preceding quarter did not exceed \$25.00 for such amount as set by law.

(e) Collections received by the Florida said Department of Revenue from the tax, less costs of administration as allowed by law, shall be paid and returned on a monthly basis to Jefferson County for use by the county in accordance with the provisions of this article and shall be placed in the Tourist Development Tax Trust Fund established by Jefferson County.

SECTION 32-49. Revenue to fund tourist development plan. The tax revenue received pursuant to this article shall be used to fund the county tourist development plan, which is set forth as follows: which is hereby adopted and incorporated into this ordinance.

(a) Anticipated revenue. The anticipated net tourist development tax revenue to be derived by the county for the 24 months following the levy of the tax is \$300,000.

(b) Proposed district. The geographical boundaries of Jefferson County comprise the tax district in which the tourist development tax is levied and imposed.

(c) Proposed uses in order of priority and expense allocations. The following list of proposed uses of tourist development tax proceeds and expense allocations are listed in order of priority.

(1) Seventy percent (70%) of the tourist development tax proceeds shall be allocated to promote, develop, and advertise Jefferson County tourism in this state and nationally and internationally. If the expenditure is for an activity, service, venue, or event, the activity, service, venue, or event must have as one of its main purposes the attraction of tourists as evidenced by the promotion of the activity, service, venue, or event to tourists.

(2) Twenty percent (20%) of the tourist development tax proceeds shall be allocated the following purposes:

(i) to acquire, construct, enlarge, remodel, repair, improve, maintain, operate or promote one or more publicly owned and operated coliseums or auditoriums within the County, auditoriums that are publicly owned but are

operated by organizations that are exempt from federal taxation pursuant to 26 U.S.C. s. 501(c)(3) and open to the public within the county, or aquariums or museums that are publicly owned but are operated by organizations that are exempt from federal taxation pursuant to 26 U.S.C. s. 501(c)(3) and open to the public, within the County;

(ii) to promote zoological parks that are publicly owned and operated or owned and operated by not-for-profit organizations and open to the public;

(iii) to fund convention bureaus, tourist bureaus, tourist information centers, and news bureaus as county agencies or by contract with the chambers of commerce or similar associations in the county, which may include any indirect administrative costs for services performed by the county on behalf of the promotion agency;

(iv) to finance beach park facilities, or beach, channel, estuary, or lagoon improvement, maintenance, renourishment, restoration, and erosion control, including construction of beach groins and shoreline protection, enhancement, cleanup, or restoration of inland lakes and rivers to which there is public access as those uses relate to the physical preservation of the beach, shoreline, channel, estuary, lagoon, or inland lake or river;

(v) to acquire, construct, extend, enlarge, remodel, repair, improve, maintain, operate, or promote one or more zoological parks, fishing piers or nature centers which are publicly owned and operated or owned and operated by not-for-profit organizations and open to the public.

(3) Ten percent (10%) of the tourist development tax proceeds shall be allocated to provide for the costs of administration of the tourist development tax revenues allocated under this plan, including local coordination and monitoring.

(4) To the extent that allocated proceeds are not required for any of the uses set forth in subsections (c)(1) through (3) above, the Board may direct that such proceeds be used for any other purposes authorized under Section 125.0104, Florida Statutes.

(d) The Board hereby finds that the following expenditures have as their main purpose the attraction of tourists to Jefferson County and promotion of tourism in Jefferson County:

(1) Development of a marketing plan for tourism in Jefferson County.

(2) Advertising expenditures for traditional and electronic media, including search engine optimization and social media encouraging Jefferson County tourism and encouraging visitors to patronize Jefferson County lodging accommodations.

(3) Grants to fund the operation and promotion of special events that entice tourists to visit and stay in Jefferson County.

(4) Promotion expenditures for any event that has the effect of promoting tourism in Jefferson County.

(5) Promotion expenditures permissible under section 125.0104(5)(a), Florida Statutes, for events and programming at the Monticello Opera House, which is a major tourist attraction in Jefferson County.

(6) Promotion expenditures and other expenditures permissible under Sections 125.0104(5)(a) and (b), Florida Statutes, for the North Florida Wildlife Center, which is a major tourist attraction in Jefferson County.

[~~Stricken~~ words indicate deletions. Underlined words indicate additions.]

SECTION 3. SEVERABILITY. Should any section or provision of this Ordinance or any portion thereof, or any paragraph, sentence, or word be declared by a court or competent jurisdiction to be invalid, such decision shall not affect the validity of the remainder hereof other than the part declared to be invalid.

SECTION 4. INCLUSION INTO THE JEFFERSON COUNTY CODE OF ORDINANCES. The Tourist Development Tax Ordinances, Ordinance No. 04-04, Ordinance No. 06-07, and Ordinance No. 2017-09072017-01, are codified at Chapter 32, Article III of the Jefferson County Code of Ordinances. It is the intent of the Board that the provisions of this Ordinance shall become and be made part of the Jefferson County Code of Ordinances and that the sections of this Ordinance may be renumbered or re-lettered to accomplish that intent.

SECTION 5. EFFECTIVE DATE. A certified copy of this Ordinance shall be filed with the Department of State within 10 days after its enactment by the Board and shall take effect as provided by law.

PASSED AND DULY ENACTED by the Board of County Commissioners of Jefferson County, Florida in regular session, this _____ day of _____, 2023, by a vote of ____ in favor and ____ opposed.

BOARD OF COUNTY COMMISSIONERS
OF JEFFERSON COUNTY, FLORIDA

Chris Tuten, Chair

ATTEST:

Kirk Reams
Clerk of the Circuit Court

APPROVED AS TO FORM:

Heather Encinosa, Esq.
County Attorney