

Agenda

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Agenda



Jefferson County Board of County Commissioners

Thursday, April 2, 2026 at 9:00 am

Budget Workshop

1. Year to Date Summary

Attachments:

- [Year to Date Summary](#)

2. Building Department

Attachments:

- [Building Department](#)

3. Planning Department

Attachments:

- [Planning Department](#)

4. Mosquito Control

Attachments:

- [Mosquito Control](#)

5. Fire/ EMS

Attachments:

- [Fire/EMS](#)

6. Recreation Department

Attachments:

- [Recreation Department](#)

REGULAR SESSION AGENDA

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

7. 9 AM CALL TO ORDER, INVOCATION, PLEDGE OF ALLEGIANCE

8. APPROVAL OF THE AGENDA

9. PUBLIC ANNOUNCEMENTS, PRESENTATIONS & AWARDS

a. Health Dept Proclamation

Attachments:

- [Proclamation, Health Dept](#)

b. Big Bend Transit Update

10. CITIZENS REQUEST & INPUT ON NON-AGENDA ITEMS

(3 Minute Limit Please)

11. CONSENT AGENDA

a. Vouchers

Attachments:

- [Constitutionals](#)
- [GF DIST. BY VENDOR 03.27.26](#)
- [GF DIST. BY VENDOR 04.02.26](#)
- [TF DIST. BY VENDOR 03.27.26](#)
- [TF DIST. BY VENDOR 04.02.26](#)

b. Meeting Minutes

Attachments:

- [3.19.26](#)

c. Message Board Agreement/Payment approval

Attachments:

- [DOC032626-03262026100619](#)
- [MessageBoardAgendaCover](#)

12. GENERAL BUSINESS

a. Transition Plan-S.Metty / R.Russo

Attachments:

- [Transition Plan-S. Metty/R.Russo](#)

b. TDC Budget Resolution-S. Metty

Attachments:

- [Agenda Item TDT Resolution](#)

- [Memo - Use of TDT Funds 1.13.26](#)
- [TDT Resolution Fireworks Stage \(Final\)](#)

c. Affordable Housing Discussion-Comm. Hall/S. Metty

Attachments:

- [Agenda Item Affordable Housing](#)

d. BSCOP Resolution-S. Metty

Attachments:

- [BSCOP Resolution-S. Metty](#)

e. SHIP Consultant Services Award-S. Metty

Attachments:

- [Agenda_Item_-_Award RFP_2025-14 SHIP Consulting Services](#)
- [NOI DSR](#)
- [SHIP Contract](#)

f. Janitorial Services Contract Award- S. Metty

Attachments:

- [Agenda_Item_-_Award RFP_2026-03Professional Cleaning Services](#)
- [Continuing Services Agreement](#)
- [NOI- Mitchell Brothers](#)

g. Small Non-Profit Grant Funding Discussion-Comm. Hall

Attachments:

- [Agenda Item-Small Non-Profit Grant](#)

h. Road Department Equipment Purchases-S. Metty

Attachments:

- [6105E Machete Sourcewell](#)
- [Agenda Item - John Deere Motor Grader](#)
- [Jefferson Co CMP quote for 85P Per Sourcewell Revised for March 2026](#)
- [Purchase Agreement - 6105E](#)
- [Purchase Agreement - Excavator](#)

i. MOU Advanced Aging/ UF

Attachments:

- [Memo of Agreement](#)

13. CLERK OF COURTS

14. COUNTY ENGINEER

15. COUNTY ATTORNEY

16. COUNTY MANAGER

17. COUNTY COMMISSIONERS

18. 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.

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 03/27/2026 at 6:09 PM



Please submit new orders to:
mgras@alamo-group.com

Sourcewell Contract # 032525-AGI Sales Price

TM	David Morales	Quote Date		Order Date		Sales Order #	Terms	30 Days - XAB
Bill To	Jefferson County Road Department, 1484 S. Jefferson St, Monticello, FL 32344							
Dealer PO#					End User PO#			

Qty	Part Number	Description	List Price	Discount	Sales Price			
Alamo Supplied Tractor								
1	32125033	6105E, Cab 4wd, 12F/12R PowrReverser™ Transmission with Creeper	\$119,807	17%	\$99,439.81			
Boom								
	04861813	18' Machete™ Boom	\$80,373	17%	\$0.00			
1	04862213	22' Machete™ Boom	\$82,954	17%	\$68,851.82			
	04862513	25' Machete™ Boom	\$86,924	17%	\$0.00			
Heads								
	32121489	50" Severe Duty Rotary, Blade Bar, Swivel	\$30,962	17%	\$0.00			
	32121490	50" Severe Duty Rotary, Blade Pan, Swivel	\$29,385	17%	\$0.00			
1	32121495	60" Severe Duty Rotary, Blade Bar, Swivel	\$31,628	17%	\$26,251.24			
	02998068	60" Heavy Duty Grass Flail, Swivel	\$33,595	17%	\$0.00			
	02986262	48" Flail-Axe® Brush Cutter, Swivel	\$29,855	17%	\$0.00			
	32122762	48" Flail-Axe® Brush Cutter, SHD Cuttershaft, 4 oz Knives, Swivel	\$32,324	17%	\$0.00			
	02997804	SRD™-50 Mulcher Head	\$44,797	17%	\$0.00			
	02988100	Ditcher	\$24,606	17%	\$0.00			
	02986236	48" Buzz Bar, saw blade	\$21,223	17%	\$0.00			
	02986237	69" Buzz Bar, saw blade	\$26,468	17%	\$0.00			
	02986245	90" Buzz Bar, saw blade	\$28,023	17%	\$0.00			
	32121498	5' Timbercat, sickle limb cutter	\$26,269	17%	\$0.00			
	32121499	7' Timbercat, sickle limb cutter	\$26,610	17%	\$0.00			
1	32121913	Swivel Kit (Internal Use Only)	\$0	17%	\$0.00			
	02997809	Hitchpost Kit (Internal Use Only)	\$0	17%	\$0.00			
Options								
	02996743	Quick Hitch® Kit for Boom	\$5,866	17%	\$0.00			
	32121500	Quick Hitch® Kit for Swivel Rotary	\$3,055	17%	\$0.00			
	02997330	Quick Hitch® Kit for HD Grass Flail	\$2,410	17%	\$0.00			
	02996746	Quick Hitch® Kit for Swivel Flail-Axe®	\$3,181	17%	\$0.00			
	32122109	Quick Hitch® Kit for SRD™-50	\$2,084	17%	\$0.00			
	02996747	Quick Hitch® Kit for Ditcher	\$2,254	17%	\$0.00			
	02996745	Quick Hitch® Kit for Buzzbar®	\$2,253	17%	\$0.00			
	32122392	Quick Hitch® Kit for Timbercat™	\$2,080	17%	\$0.00			
	02984400	Jack Stand for HD Grass Flail	\$655	17%	\$0.00			
	02975647M	Jack Stand for Flail-Axe®	\$635	17%	\$0.00			
	02990399	Jack Stand for Ditcher	\$1,255	17%	\$0.00			
Installation								
1	02982002	Factory mounting	\$14,399	17%	\$11,951.17			
Mount Kit								
1	02995985	Wire Harness Adapter	\$0	17%	\$0.00			
1	02996587	Mount Kit	\$0	17%	\$0.00			
		Pulley Kit	\$0	17%	\$0.00			
Freight from Alamo to Dealer								
1	00888190	Freight from Alamo to Dealer	\$3,349	0%	\$3,349.00			
Notes and Additional Items								
Totals					\$209,843.04			
Order #:		Make	Model	Cab or ROPS	2wd or 4wd	Front Tire	Rear Tire	ETA
Serial #:		John Deere	6105E	Cab	4wd	380/85R24	360/85R38	

Accepted By: _____

Date: _____

Customer and Contact Information

Bill To Location:

Account:	
Name:	Jefferson County Road Department
Address:	1484 S. Jefferson St
City:	Monticello State: FL Zip: 32344
Contact Name:	
Contact Phone:	850-997-2036
Contact Email:	

Ship To Location:

Account:		Loading Dock?	
Name:	Beard Equipment		
Address:	3195 W Nine Mile Rd		
City:	Pensacola	State: FL	Zip: 32534
Contact Name:			
Contact Phone:			
Contact Email:			

End User:

Account:		Sourcewell Member ID:	
Name:	Jefferson County Road Department		
Address:	1484 S. Jefferson St		
City:	Monticello	State: FL	Zip: 32344
Contact Name:			
Contact Phone:	850-997-2036		
Contact Email:			

Servicing Dealer:

Account:			
Name:	Beard Equipment		
Address:	3195 W Nine Mile Rd		
City:	Pensacola	State: FL	Zip: 32534
Contact Name:	Brandon Frank		
Contact Phone:	251-747-6534		
Contact Email:	bfrank@beardequipment.com		

Confirmation Email Addresses:

Order Confirmations:
 Advance Shipment Notices:
 Invoices:
 Warranty Registrations:

Terms & Conditions

This form must be signed unless submitting a signed PO from any Governmental Entity. ALTERATION OF TERMS AND CONDITIONS NOT PERMITTED. This Sales Order and Quote Form ("Quote") constitutes an offer by Alamo Industrial ("Seller") to the buying party named on page 1 of this Quote ("Buyer") for the sale of products set forth in the Quote. The offer made in this Quote by Seller is subject to the terms and conditions set forth below. Buyer may accept this offer by providing Seller with an official purchase order or other written confirmation citing the quotation number on page 1. Seller's acceptance of Buyer's order, and Seller's offer, is expressly conditioned on Buyer's agreement to these Terms and Conditions. Seller objects to and rejects any conflicting or additional terms and conditions proposed by Buyer in any form whatsoever. Seller expressly rejects any provisions that dictate that Buyer's terms control or any additional or different provisions in Buyer's electronic business portal. Buyer's acceptance of items described in the accompanying Quote sold hereunder will manifest Buyer's consent to these Terms and Conditions. If Buyer requests shipment based on telephone or purchase order, Buyer does so with the understanding that these Terms and Conditions apply.

No variation, addition, termination, or waiver of any term or condition will be binding on Seller unless in writing and signed by Seller's duly authorized representative. Seller's failure to object to any provision or terms from Buyer will not be a waiver or amendment of any of the provisions of these Terms and Conditions.

ACCEPTANCE. ACCEPTANCE OF THIS QUOTE MEANS THAT BUYER HAS FULLY ACCEPTED AND UNDERSTANDS THE TERMS & CONDITIONS SET FORTH IN THIS QUOTE. ANY DIFFERENT OR ADDITIONAL TERMS FROM THOSE SET FORTH IN THIS QUOTE SHALL BE VOID. This Quote automatically expires thirty (30) calendar days from the date issued unless sooner terminated by notice or another date is specified on the quote document.

DELIVERY. Unless otherwise agreed to in writing, delivery of equipment shall be made F.O.B. place of shipment and delivery of equipment to a carrier at any of Seller's plants or such other shipping points as Seller may designate shall constitute delivery to Buyer; and regardless of freight payment, title and all risk of loss or damages in transit shall pass to Buyer at that time. Great care is taken in packing the Seller's equipment. Seller cannot be held responsible for breakage after having received "in good order" receipts from the transportation company. All claims for loss and damage must be made by Buyer to the carrier. Claims for shortages or other errors must be made in writing to Seller within 30 days after receipt of shipment, and failure to give such notice shall constitute unqualified acceptance and a waiver of all such claims by Buyer. Method and route of shipment will be at the discretion of Seller unless Buyer shall specify otherwise, and any additional expenses of the method or route of shipment specified by Buyer shall be borne by Buyer. Seller reserves the right to make delivery in installments, unless otherwise expressly stipulated in the contract for sale and all such installments, when separately invoiced, shall be paid for when due per invoice without regard to subsequent deliveries. Delay in delivery of any installment shall not relieve Buyer of its obligations to accept remaining deliveries. Seller shall not be liable for any damage as a result of any delay due to any cause beyond the Seller's reasonable control, including without limitation, an act of God; act of Buyer, embargo or other governmental act, regulation or request; fire; accident; strike; slow down; war; riot; delay in transportation; or inability to obtain necessary labor, materials or manufacturing facilities. In the event of any such delay, the date of delivery shall be extended for a period equal to the time lost by reason of the delay.

TAXES AND OTHER CHARGES. Any manufacturer's tax, retailer's occupation tax, use tax, sales tax, excise tax, duty, custom, inspection or testing fee, or other tax, fee or charge of any nature whatsoever, imposed by any governmental authority, on or measured by any transaction between the Seller and Buyer, shall be paid by Buyer in addition to the prices quoted or invoiced. In the event Seller shall be required to pay any such tax, fee or charge, Buyer shall reimburse Seller therefore, or, in lieu of such payment, Buyer shall provide Seller at the time the order is submitted, with an exemption certificate of other document acceptable to the authority imposing the same.

WARRANTIES. Seller warrants for one year from the purchase date to the original non-commercial, governmental, or municipal purchaser and warrants for six months to the original commercial or industrial purchaser that the goods purchased are free from defects in material or workmanship. Seller will replace for Buyer any part or parts found, upon examination at one of its factories, to be defective under normal use and service due to defects in material or workmanship. This limited warranty does not apply to any part of the goods which has been subjected to improper or abnormal use, negligence, alteration, modification, or accident, damaged due to lack of maintenance or use of wrong fuel, oil, or lubricants, or which has served its normal life. This limited warranty does not apply to any part of any internal combustion engine or expendable items such as blades, shields, or guards except as specifically found in your Operator's Manual. Except as provided herein, no employee, agent, Dealer, or other person is authorized to give any warranties of any nature on behalf of Seller. If after examining the goods and/or parts in question, Seller finds them to be defective under normal use and service due to defects in material or workmanship, Seller will: (a) repair or replace the defective goods or part(s) or (b) reimburse Buyer for the cost of the part(s) and reasonable labor charges (as determined by Seller) if Buyer paid for the repair and/or replacement prior to the final determination of applicability of the warranty by Seller. The choice of remedy shall belong to Seller. Buyer is responsible for any labor charges exceeding a reasonable amount as determined by Seller and for returning the goods to Seller, whether or not the claim is approved. Buyer is responsible for the transportation cost for the goods or part(s) to the designated factory.

LIMITATION OF LIABILITY. SELLER DISCLAIMS ANY EXPRESS (EXCEPT AS SET FORTH HEREIN) AND IMPLIED WARRANTIES WITH RESPECT TO THE GOODS INCLUDING, BUT NOT LIMITED TO, MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. SELLER MAKES NO WARRANTY AS TO THE DESIGN, CAPABILITY, CAPACITY, OR SUITABILITY FOR USE OF THE GOODS. EXCEPT AS PROVIDED HEREIN, SELLER SHALL HAVE NO LIABILITY OR RESPONSIBILITY TO BUYER ANY OTHER PERSON OR ENTITY WITH RESPECT TO ANY LIABILITY, LOSS, OR DAMAGE CAUSED OR ALLEGED TO BE CAUSED DIRECTLY OR INDIRECTLY BY THE GOODS INCLUDING, BUT NOT LIMITED TO, ANY INDIRECT, SPECIAL, CONSEQUENTIAL, OR INCIDENTAL DAMAGES RESULTING FROM THE USE OR OPERATION OF THE GOODS OR ANY BREACH OF THIS WARRANTY. NOT WITHSTANDING THE ABOVE LIMITATIONS AND WARRANTIES, SELLER'S LIABILITY HEREUNDER FOR DAMAGES INCURRED BY BUYER OR OTHERS SHALL NOT EXCEED THE PRICE OF THE GOODS. NO ACTION ARISING OUT OF ANY CLAIMED BREACH OF THIS WARRANTY OR TRANSACTIONS UNDER THIS WARRANTY MAY BE BROUGHT MORE THAN TWO (2) YEARS AFTER THE CAUSE OF ACTION HAS OCCURRED.

ASSIGNMENT. Neither party may assign or transfer this Quote or any interest therein without the written consent of the other party, except that Seller may assign this Quote and its interest therein to any affiliated corporation, or to any corporation succeeding to Seller's business without the consent of Buyer.

LAW. This Quote shall be construed according to the laws of the State of Texas, exclusive of conflicts of laws principles. Venue shall be in Guadalupe County, TX

Order Checklist (for Orders Invoiced to a Municipality)

1. Ensure product selection, addresses, and contact information are complete and correct.
2. Provide ~~tractor build codes~~ and eta:
~~Your order will not be scheduled until we know when the tractor will be ready for mounting.~~
3. Provide a **purchase order** or letter of intent from the municipality which must:
 - Be an official purchase order if the municipality issues them; a letter of intent is acceptable if the municipality does not issue purchase orders
 - Match the total on the order exactly (please make sure all added billing items or discounts are accounted for on the order form)
 - Be signed
 - Be issued to "Alamo Industrial" or "Alamo Group Municipal Mowing Solutions, LLC" operating location: 1502 E Walnut St, Seguin, TX 78155
 - Reference the contract, preferably by contract #, but by name at a minimum
4. If Alamo Industrial is invoicing the municipality for the first time, or the W-9 on file is expired, provide a current **W-9**.
5. If the municipality is sales tax exempt and Alamo Industrial is invoicing the municipality for the first time, or the sales tax exemption certification on file is expired, provide a current **sales tax exemption certificate**.
 - If the certificate has fields for vendor/seller information, they cannot be blank. Use "Alamo Industrial" or "Alamo Group Municipal Mowing Solutions, LLC" operating location: 1502 E Walnut St, Seguin, TX 78155

Board of County Commissioners

Agenda Request

Date of Meeting: March 27, 2026

Date Submitted: April 2, 2026

To: Honorable Chairman and Members of the Board

From: Shannon Metty, County Manager

Subject: Approval of Award of RFP No. 2025-14 SHIP Administrative Services

Statement of Issue: This agenda item requests Board approval award of Request for Proposals (RFP) No. 2025-14 for SHIP administrative services to DSR Consulting and Management.

Background: The County, through RFP No. 2025-14, solicited proposals from interested and qualified SHIP administrators to assist with our managing the County's SHIP program. Only one proposal was received.

Analysis: The County may approve award of RFP No. 2025-14 and authorize the Chair to execute the Agreement with DSR Consulting and Management (Attachment #2).

Options:

1. Approval of Award of RFP No. 2025-14 and Authorize the Chair to Execute Agreement with DSR Consulting and Management.
2. Do Not Approve Award of RFP No. 2025-14 and Authorize the Chair to Execute Agreement with DSR Consulting and Management.
3. Board Direction.

Recommendation:

Option #1

Attachments:

1. Notice of Intent to Award, RFP No. 2025-14
2. Agreement with DSR Consulting

Board of County Commissioners

Agenda Request

Date of Meeting: March 27, 2026

Date Submitted: April 2, 2026

To: Honorable Chairman and Members of the Board

From: Shannon Metty, County Manager

Subject: Approval of Award of RFP No. 2026-03 Profession Cleaning Services

Statement of Issue: This agenda item requests Board approval award of Request for Proposals (RFP) No. 2026-03 for Professional Cleaning Services to Mitchell Brothers En Route LLC.

Background: The County, through RFP No. 2026-03, solicited proposals from interested and qualified Professional Cleaning Services to assist with keeping our buildings clean.

Analysis: The County may approve award of RFP No. 2026-03 and authorize the Chair to execute the Agreement with Mitchell Brothers En Route LLC (Attachment #2).

Options:

1. Approval of Award of RFP No. 2026-03 and Authorize the Chair to Execute Agreement with Mitchell Brothers En Route LLC.
2. Do Not Approve Award of RFP No. 2026-03 and Authorize the Chair to Execute Agreement with Mitchell Brothers En Route LLC.
3. Board Direction.

Recommendation:

Option #1

Attachments:

1. Notice of Intent to Award, RFP No. 2025-14
2. Bid Tabs
3. Agreement with DSR Consulting

Board of County Commissioners

Agenda Request

Date of Meeting: April 1, 2026

Date Submitted: March 27, 2026

To: Honorable Chairman and Members of the Board

From: Shannon Metty, County Manager

Subject: Approval of the purchase of a John Deere 85 PTier Excavator and Alamo 6105E Machete

Statement of Issue:

This agenda item requests Board approval of the purchase of a John Deere 85 PTier Excavator and Alamo 6105E Machete.

Background:

In order to be more efficient in maintaining the County Right-of-ways, the Road Department has requested the purchase of a John Deere 85 PTier Excavator and Alamo 6105E Machete. Both machines allow for faster and more efficient ROW maintenance.

The attached quotes are provided through Bear Equipment utilizing SourceWell Contract.

Analysis:

The County road department has a need for additional equipment.

According to Section 2-4(f) of the Jefferson County Code of Ordinances, the County has the authority to join with other units of government in cooperative purchasing ventures when the best interest of the County would be served thereby. The Procurement Office shall appropriately document such cooperative procurement arrangements and maintain a copy of the contract with the competitively procured fixed unit prices for the desired equipment. All cooperative procurements shall be through contracts awarded through full and open competition, including use of source selection methods equivalent to those required by the County. Each selection method shall clearly state the intention to include participation by other units of government as a requirement for use in cooperative procurement.

Beard Equipment Co. is an approved vendor pursuant to Sourcewell Contract #011723-JDC, and has an available 2025 John Deere 85 PTier Excavator with a fixed unit price procured in the Sourcewell Contract. Beard Equipment is also an approved vendor pursuant to Sourcewell Contract 032525-AGI, and has an available 22' Machete Boom with a fixed unit price procured in the Sourcewell

Contract. The County Manager has determined that the Sourcewell Contract satisfies the requirements of Section 2-4(f) of the Jefferson County Code of Ordinances, authorizing cooperative procurements.

With funds received through the restitutions funds that were obtained through gas taxes and the funds received by insurance for the totaled dump truck, the County Road Department has funds available for the purchase of the above listed equipment.

Options:

1. Approve the purchase of the excavator and machete
2. Do Not approve the purchase of the excavator and machete.
3. Board Direction.

Recommendation:

Option #1

Attachments:

1. Purchase invoices

Board of County Commissioners

Agenda Request

Date of Meeting: March 27, 2026

Date Submitted: April 2, 2026

To: Honorable Chairman and Members of the Board

From: Commissioner Hall
Shannon Metty, County Manager

Subject: Small Non-Profit Grant Funding Discussion

Statement of Issue: This agenda item requests potential Board action for the funding available for the Small Non-Profit Grant.

Background: The County has allocated \$15,000 total to award to local Non-Profits throughout Jefferson County. There has been an outpouring of interest in this grant.

Analysis: In an effort to be able to support as many local Non-Profit groups as possible, the request is being made to increase the total allocation for this grant to accommodate as many Non-Profit groups as possible.

Options:

1. Motion to approve increasing the Non-Profit Funding line in the budget.
2. Do Not Approve increasing funds available for non-profit funding line in the budget.
3. Board Direction.

Attachments:

1. Small Non-Profit Grant Policy

Board of County Commissioners

Agenda Request

Date of Meeting: April 2, 2026

Date Submitted: March 27, 2026

To: Honorable Chairman and Members of the Board

From: Evan Rosenthal, County Attorney
Shannon Metty, County Manager

Subject: Adoption of a Resolution to Authorize the Use of Tourism Development Tax Revenues to Support and Promote Tourism

Statement of Issue:

This agenda item requests that the Jefferson County (“County”) Board of County Commissioners (the “Board”) adopt a Resolution authorizing the use of tourist development tax revenues for the purchase of an event stage and fireworks show to support and promote tourism in Jefferson County.

Background:

Section 125.0104, Florida Statutes authorizes counties to levy and expend tourist development tax (“TDT”) revenues to promote, advertise and support tourist related events. The County has adopted a TDT Ordinance and Tourist Development Plan governing the use of such TDT revenues, codified at Chapter 32, Article III, of the Jefferson County Code of Ordinances (“Code”). The TDT 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 and other short-term lodging within the County.

Section 32-49(c) of the Code authorizes the County to expend 70% of TDT revenues for the purpose of promoting, developing, and advertising tourism in Jefferson County, and further provides that if the expenditure of TDT revenues are 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.

At the March 19, 2026, Board meeting, the Board considered using TDT revenues for the purchase of a mobile event stage to be used to support the County’s America 250 Celebration, Watermelon Festival and Monticello Christmas (“Events”) and to fund a fireworks demonstration for the County’s America 250 Celebration. Following Board discussion, the Board directed County staff to prepare a resolution authorizing the use of TDT revenues for the above-stated purposes.

Resolution Authorizing the Use of Tourist Development Tax Revenues

April 2, 2026

2

Analysis:

The attached Resolution (Attachment 1) would authorize the use of TDT revenues to purchase a stage to be used at the County's America 250 Celebration, Watermelon Festival, Monticello Christmas and other tourism related events as well as to fund a fireworks show for the County's America 250 Celebration.

As further described in the attached Memorandum Regarding Use of TDT Funds from the County Attorney Dated January 13, 2026, the statute which governs the use of TDT funds permits their expenditure 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."

To demonstrate compliance with this statutory requirement, the Resolution sets forth legislative findings expressly determining that one of the main purposes of the County's America 250 Celebration, Watermelon Festival, and Monticello Christmas is the attraction of tourists, as evidenced by the County's active or intended promotion of the Events to non-County residents as well with respect to the Watermelon Festival and Monticello Christmas, the demonstrated ability of these Events to draw visitors from outside the County in prior years. The Resolution also finds that the funding of the event stage and fireworks show will directly support the Events by enhancing event quality, increasing attendance, and improving the County's ability to attract visitors. Further, the Resolution provides that Events will be promoted through various platforms including but not limited to out-of-County advertising, social media, print media and other marketing efforts directed toward non-residents and visitors.

The Resolution also directs the County Manager to do all things necessary to implement the Resolution and the expenditure of TDT funds, including, but not limited to, the initiation of procurement procedures consistent with the County's Purchasing Policy, the preparation of any budget amendments (if necessary) for consideration by the Board, and ensuring that the Watermelon Festival, Monticello Christmas, and America 250 events are advertised and promoted to non-County residents.

Options:

1. Approve a Resolution Authorizing the Use of Tourist Development Tax Revenues to Fund a Mobile Event Stage and Fireworks Show.
2. Do Not Approve a Resolution Authorizing the Use of Tourist Development Tax Revenues to Fund a Mobile Event Stage and Fireworks Show.
3. Board Direction

Recommendation:

Option #1

Attachment:

1. Resolution
2. Memorandum Regarding Use of TDT Funds Dated January 13, 2026

Board of County Commissioners

Agenda Request

Date of Meeting: March 27, 2026

Date Submitted: April 2, 2026

To: Honorable Chairman and Members of the Board

From: Shannon Metty, County Manager

Subject: Transition Plan Discussion and Approval

Statement of Issue: To ensure a smooth and orderly transition of operational authority and institutional knowledge, while maintaining continuity of county services and leadership stability.

Deputy County Manager

- Lead briefings and operational discussions
- Assume increasing responsibility for decision-making and communications
- Establish and strengthen working relationships across all departments

Critical Focus Areas

- Budget and financial obligations
- Capital and infrastructure projects
- Contracts and interlocal agreements
- Personnel and organizational matters
- Emergency management and continuity planning

Communication Plan

- Internal announcement to all county staff
- Direct coordination with department directors and constitutional officers
- Notification to key external partners and stakeholders
- Regular updates to the Board of County Commissioners

Transition Timeline

Phase 1: Preparation (March 1 – March 20, 2026)

- Announce transition plan to staff, constitutional officers, and key stakeholders *(Completed)*
- Identify critical functions, ongoing projects, and priority initiatives *(Completed)*
- Begin consolidation of key documents, contacts, and records

Phase 2: Knowledge Transfer (March 23 – April 30, 2026)

- Conduct structured briefings on:
 - Budget and financial status
 - Active contracts and procurement
 - Personnel matters and organizational structure
 - Strategic initiatives and Board priorities
- Deputy County Manager attends and progressively leads meetings
- Gradual delegation of operational decision-making

Phase 3: Authority Transition (May 1 – May 29, 2026)

- Deputy County Manager assumes primary operational oversight
- Separating County Manager transitions to an advisory role
- Final review of outstanding issues, risks, and key deadlines
- Confirm continuity plans across all departments

Phase 4: Final Transition (June 1 – June 12, 2026)

- Deputy County Manager fully assumes all duties and responsibilities
- Separating County Manager available for limited consultation only
- Provide final transition briefing and update to the Board of County Commissioners

Board of County Commissioners

Agenda Request

Date of Meeting: April 2nd, 2026

Date Submitted: March 27th, 2026

To: Honorable Chairman and Members of the Board

From: County Commissioner Gene Hall, County Manager Shannon Metty

Subject: Affordable Housing Discussion

Statement of Issue:

Background:

1. Existing Adopted Local Policies Jefferson County's Comprehensive Plan Housing Element establishes GOAL H 1 to ensure the availability of affordable housing for very low, low, and moderate income households. It directs collaboration with private and public entities and includes Policies H 1.1 1 through H 1.1 9 addressing incentives, permitting efficiency, mixed use affordability, and annual reporting.

2. Florida Statutes §125.01055 – County Powers for Affordable Housing

Recent State housing legislation expands county authority and imposes certain requirements. Key provisions applicable to Jefferson County include:

A. Affordable Housing Mechanisms Authorized:

- Counties may adopt ordinances to increase affordable housing supply, including inclusionary zoning and linkage fee programs.
- Developers may be required to provide units or contribute to a housing fund in lieu of on site units.

B. Required Incentives: Counties must provide incentives offsetting all costs associated with the developer's affordable housing obligations or linkage fees, including:

- Density or intensity bonuses;
- Reduction/waiver of fees (impact fees, utilities);
- Other incentives.

C. Mandatory Allowances for Multifamily Affordable Housing (Subsection 7):

When at least 40% of units are affordable for 30 years, counties must:

- Allow multifamily and mixed use residential in commercial, industrial, and mixed use zones;

- Not require rezonings, special exceptions, variances, or comp plan amendments;
- Not restrict density, height, or floor area ratio below the highest currently allowed;
- Provide administrative approvals if otherwise consistent with regulations;
- Reduce or eliminate parking requirements under qualifying conditions.

D. Developer Rights and County Limitations:

- Certain developments must be approved administratively without BOCC hearings.
- Counties may not impose building moratoria that delay qualifying projects (with limited exceptions).

E. Reporting Requirements: Beginning November 1, 2026, counties must submit an annual report to the state detailing:

- Litigation related to subsection (7);
- All projects proposed or approved under subsection (7), including density, units, and income targeting.

F. Self Executing Provisions:

Some subsections automatically authorize approval without additional local ordinances.

Analysis:

Jefferson County’s adopted housing goals already support incentives, permitting efficiency, private public collaboration, and mixed use affordability. The new Florida Statutes provisions expand these responsibilities by:

- Requiring administrative approval processes for certain qualifying affordable or mixed use developments;
- Mandating density, height, and FAR minimums for eligible affordable housing projects;
- Requiring the County to adopt policies and procedures enabling administrative approval;
- Allowing affordable housing by right in commercial/industrial zones under specified conditions;
- Requiring future annual reporting to the State Land Planning Agency (starting 2026).

These statutory requirements may necessitate updates to:

- Land Development Code sections on allowed uses, density, FAR, and height;
- Permitting workflows (to incorporate administrative approvals);
- Parking standards (reduction or elimination conditions);
- Local housing incentive programs;
- The County’s formal affordable housing strategy.

Options:

Provide Board direction on implementation of §125.01055 requirements and alignment with current local policies.

1. Direct staff to draft amendments to the Land Development Code to ensure compliance.
2. Direct staff to prepare administrative approval procedures and publish them as required.
3. Take no action.

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Regular Session

Thursday, March 19, 2026

6:00 PM

The Board met on this date in Regular Session. Chairman Ben White, Commissioners Jessica Gramling, JT Surlles, and Gene Hall were present. County Manager Shannon Metty, Deputy Manager Ron Russo, Clerk of Court Trey Hightower, and County Attorney Evan Rosenthal were also present.

The meeting opened with standard formalities and approval of the agenda, followed by presentations and updates from Connexon, county staff, and Clerk Trey Hightower, who addressed unspent budget funds and operational needs. Public comments included concerns about meeting times, community service needs, and calls for greater transparency on development projects. The Board approved the consent agenda and multiple general business items, including a budget amendment, funding for the America's 250 Celebration, a Level II background check policy, a grant award for the Sheriff's Office, SHIP awards, and Waukeelah repairs. Significant discussion surrounded proposed updates to the Land Development Code, with the Board opting to seek a Florida Attorney General opinion before proceeding. Additional updates were provided on animal control staffing, county projects, and administrative matters, including clarification on false property fraud alerts caused by an ongoing digitization effort. The meeting concluded with commissioner comments, including a request to consider holding all meetings at night, and adjournment.

1. 6PM Call to Order, Invocation, Pledge of Allegiance (00:00:09)

2. Approval of the Agenda (00:01:14)

- a. Shannon Metty adds a repair to Waukeelah Highway \$31,680 as Item I.
- b. Commissioner Surlles states that Hunter will provide his update during Public Announcements so he may leave early.
- c. **Commissioner Surlles motions to approve the agenda, seconded by Commissioner Gramling and unanimously approved by the board.**

3. Public Announcements, Presentation, and Awards (00:02:20)

- a. Connexon provides a brief presentation and establishes a point of contact.
- b. Ron Russo summarizes the Black History Month Proclamation, recognizing significant contributions of African Americans in shaping our history and culture.
- c. County Engineer provides a quote from CW Roberts, suggesting that the option before us tonight is the best fix. He received the last third of the survey for Ashville Highway, with plans to DOT by mid-April. DOT will not fund a certain phase on Old Lloyd Highway for construction due to it being resurfaced in 2014/2016. They are working on securing funding through a BSCOP project for Old Lloyd/Lloyd Creek Road. They are preparing to begin Waukeelah and Boston Highway phases I and II.
- d. Clerk Trey Hightower provides an update regarding the unspent budget funds of \$258,916. In the budget amendment, he requests \$100,000 back due to courthouse

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Regular Session

Thursday, March 19, 2026

6:00 PM

repairs, exterior camera issues, website ADA compliance, internal control audits, and security issues.

4. Citizens Request and Input on Non-Agenda Items (00:17:58)

- a. Lisa Burnham, Executive Director of Madison Senior Center, speaks about clients in need of services. She encourages the board to share the flyer she has provided to recruit services.
- b. Lynn McGrady makes an official complaint on behalf of citizens that the Thursday morning meetings are unfavorable.
- c. Carly Peary requests that the Lamont Truck Stop project, now renamed, warrants a public hearing. The DOT did not have proper representation at the town hall meeting with the applicant; she has now sent a formal records request.
- d. Commissioner Hall addresses Lynn McGrady's comment, citing a previous motion he made that died due to lack of a second.

5. Consent Agenda (00:28:32)

- a. **Commissioner Surles motions to approve, seconded by Commissioner Gramling and unanimously approved by the board.**

6. General Business (00:28:49)

a. Budget Amendment (00:28:50)

- i. Shannon Metty explains that this item includes \$30,000 for the Property Appraiser's office for the continuing lawsuit and the Clerk's Office request, which totals \$130,00. The whole total for the budget amendment is \$205,000 due to \$75,000 in restricted funds that the Clerk has already collected. He mentions a project with Kofile, which digitizes official records dating back to the 1900s.
- ii. **Commissioner Surles motions to approve, seconded by Commissioner Gramling and unanimously approved by the board.**

b. Budget Workshop (00:31:04)

- i. Shannon Metty outlines the tentative workshop schedule with combined departments, with the adoption of the budget taking place in September.

c. America's 250 Celebration (00:32:22)

- i. Shannon Metty states the City of Monticello has donated \$10,000 for fireworks. The TDC mentioned a match with local vendors, however, no formal vote has been made. After meeting with the 250 group, they concluded they need more money for advertising. The proposed recommendation is \$30,000. The attorney's opinion on utilizing TDC is also presented before the board.
- ii. Evan Rosenthal explains the use of TDC funds, in which the county must show legislative findings in connection with tourism.
- iii. Commissioner Hall asks for clarification on funds.

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Regular Session

Thursday, March 19, 2026

6:00 PM

- iv. Commissioner Surles motions to approve, seconded by Commissioner Hall.**
 - v. Citizens to be Heard: Rose Marie
 - vi. Board discussion about the status on the stage and firework vendor, as well as the allure of small-town firework shows.
 - vii. Counsel explains that the stage can be placed into the Resolution.
 - viii. Commissioner Surles amends his motion to include the stage and utilize the full \$30,000, seconded by Commissioner Hall and unanimously approved by the board.**
- d. Jefferson County Land Development Code Updates (00:45:33)**
- i. Evan Rosenthal explains the adoption of the proposed ordinance, introducing the item and citing several issues with the land development code. He references SB 180, which limits the changes the county can make. The ordinance addresses internal inconsistencies with the code, lack of clarity in several areas, and inconsistencies with state law, as the code has not been updated since 2015. The proposed changes to platting requirements have received a lot of attention.
 - ii. David Wheeler comments on the implementation feasibility, referencing changes to public notification and the issuance of online notices. There will also be notifications sent out to property owners when a variance is applied for. He speaks to the platting requirements in other fiscally constrained counties.
 - iii. Counsel clarifies the limitations imposed by SB 180. The Planning Commission's recommendation is to approve the ordinance and seek attorney general opinion due to interpretative subjectivity.
 - iv. Commissioner Surles requests that David Wheeler make the information more accessible. Board consensus is to wait until the Attorney General opinion is provided to make a more informed decision.
 - v. Citizens to be Heard: Kim Odom, Vivian Hall, Leslie Wilkinson, Katherine Sorenson, Greta Case
 - vi. Commissioner Hall motions to pursue the Florida Attorney General's opinion, seconded by Commissioner Gramling and unanimously approved by the board.**
- e. Level II Employee Background Check (01:22:07)**
- i. Shannon Metty explains the request to implement Level II background checks for the county.
 - ii. Commissioner Surles motions to approve, seconded by Commissioner Gramling and unanimously approved by the board.**
- f. FDLE Grant Award Agreement (01:22:54)**

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Regular Session

Thursday, March 19, 2026

6:00 PM

- a. Commissioner Hall requests that at the next nighttime meeting, an item be placed on the agenda to have all meetings at night.
- b. Commissioner Gramling sent the email to RESTORE regarding the funding requests.
- c. Chairman White highlights an eventful meeting with Congress and his upcoming meeting them and the Department of Education.

12. Adjourn (01:47:39)

- a. **Commissioner Surles motions to adjourn, seconded by Commissioner Gramling and unanimously approved by the board.**

ATTEST

Benjamin White, Chairman

ATTEST

Cecil "Trey" Hightower, Clerk of Court

**JEFFERSON COUNTY
RESOLUTION NO. 2026-**

WHEREAS, The Board of County Commissioners of Jefferson County, Florida has determined that Lloyd Creek Bridge, needs repair; and

WHEREAS, Jefferson County does not have the funds to pay for the repairs; and

WHEREAS, the County Incentive Grant Program (BSCOP) has been created by Section 333, Florida Statutes, to assist small county governments in repairing or rehabilitating county bridges; and

WHEREAS, the Florida Department of Transportation is willing to provide the County with an opportunity to apply for financial assistance for costs directly related to the repairs of Lloyd Creek bridge, Structure No. 544087 along County Road 158 (CR 158 - Old Lloyd Road) intersecting the Branch of Lloyd Creek , hereinafter referred to as the "Project":

NOW, THEREFORE, The Jefferson County Board of County Commissioners offers this resolution of support for this project:

PASSES AND DULY ADOPTED, on this day the 2nd of April, 2026.

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

Ben White, Chairman

ATTEST:

Cecil "Trey" Hightower, Clerk of Court

APPROVED AS TO FORM

Evan Rosenthal, Esq.

Budget Summary by Fund - FY 2026 - 2027

Fund	Revenues			Expenditures				Fund Balance
	Revenues	Transfer In	Total Fund Revenues	Expenditures	Contingency	Transfer out of Fund	Total Fund Expenditures	
General	\$ 17,236,499	\$ -	\$ 17,236,499	\$ 16,399,231	\$ 837,268	\$ -	\$ 17,236,499	\$ -
County Road Bond - Debt Services Fund	\$ 981,815	\$ -	\$ 981,815	\$ 981,815	\$ -	\$ -	\$ 981,815	\$ -
Fine & Forfeiture	\$ 201,400	\$ -	\$ 201,400	\$ 201,400	\$ -	\$ -	\$ 201,400	\$ -
Fire	\$ 1,399,400	\$ -	\$ 1,399,400	\$ 1,399,400	\$ -	\$ -	\$ 1,399,400	\$ -
Solid	\$ 2,296,220	\$ -	\$ 2,296,220	\$ 2,296,220	\$ -	\$ -	\$ 2,296,220	\$ -
County Transp. Trust Fund	\$ 2,118,734	\$ -	\$ 2,118,734	\$ 2,118,734	\$ -	\$ -	\$ 2,118,734	\$ -
EMS	\$ 1,738,531	\$ -	\$ 1,738,531	\$ 1,738,531	\$ -	\$ -	\$ 1,738,531	\$ -
911	\$ 176,012	\$ -	\$ 176,012	\$ 176,012	\$ -	\$ -	\$ 176,012	\$ -
Jeff Co Lit Alliance	\$ 170,300	\$ -	\$ 170,300	\$ 170,300	\$ -	\$ -	\$ 170,300	\$ -
FEMA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grants	\$ 950,000	\$ -	\$ 950,000	\$ 950,000	\$ -	\$ -	\$ 950,000	\$ -
Tourist Dev.	\$ 114,000	\$ -	\$ 114,000	\$ 114,000	\$ -	\$ -	\$ 114,000	\$ -
Capital Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Revenue - Const.	\$ 1,162,268	\$ -	\$ 1,162,268	\$ 1,162,268	\$ -	\$ -	\$ 1,162,268	\$ -
Totals	\$ 28,545,179	\$ -	\$ 28,545,179	\$ 27,707,911	\$ 837,268	\$ -	\$ 28,545,179	\$ -

2026-2027 BUDGET WORKSHEET
Building

Fund	Account Number	REVENUES	2025-2026		2026-2027	
			Approved 25-26 Budget	Actuals thru 02/28/26	Requested 26-27 Budget	Increase or (Decrease)
General	01-1100-322.000	COUNTY BUILDING PERMITS	\$ 245,000	\$ 78,744	\$ 245,000	\$ -
General	01-1200-322.000	CITY BUILDING PERMITS	\$ 75,000	\$ 19,255	\$ 75,000	\$ -
General	01-0000-329.000	CONTRACTOR'S LICENSES	\$ 426	\$ 6,487	\$ -	\$ (426)
Total Revenues			\$ 320,426	\$ 104,486	\$ 320,000	

Fund	Account Number	EXPENSES	Approved 25-26 Budget		Actuals thru 02/28/26		Requested 26-27 Budget		Increase or (Decrease)	3% COLA & 10% Ins
			Approved 25-26 Budget	Actuals thru 02/28/26	Requested 26-27 Budget	Increase or (Decrease)				
General	01-3440-524.120	BLDG INSP/SALARIES	\$ 247,747	\$ 105,705	\$ 240,115	\$ (7,632)	\$ 7,203			
General	01-3440-524.210	FICA	\$ 18,953	\$ 7,853	\$ 18,369	\$ (584)	\$ 551			
General	01-3440-524.220	RETIREMENT	\$ 34,759	\$ 15,368	\$ 36,362	\$ 1,603	\$ 1,091			
General	01-3440-524.230	EMPLOYEE HEALTH INS.	\$ 62,065	\$ 21,743	\$ 59,221	\$ (2,844)	\$ 5,922			
General	01-3440-524.240	WORKERS COMPENSATION INS	\$ 5,196	\$ 931	\$ 5,221	\$ 25	\$ 157			
General	01-3440-524.310	CONSULTANT FEES	\$ 4,500	\$ 2,203	\$ 4,500	\$ -	\$ 14,924			
General	01-3440-524.340	JANITORIAL SERVICES	\$ 2,500	\$ 846	\$ 2,500	\$ -				
General	01-3440-524.400	TRAVEL	\$ 500	\$ -	\$ 500	\$ -				
General	01-3440-524.401	CONFERENCES-OUT OF COUNTY	\$ 500	\$ -	\$ 500	\$ -				
General	01-3440-524.405	CERTIFICATION/EDUCATION	\$ 1,500	\$ -	\$ 1,500	\$ -				
General	01-3440-524.410	COMMUNICATIONS	\$ 2,575	\$ 1,048	\$ 2,575	\$ -				
General	01-3440-524.420	POSTAGE	\$ 500	\$ -	\$ 500	\$ -				
General	01-3440-524.430	UTILITIES	\$ 3,375	\$ 2,194	\$ 4,000	\$ 625				
General	01-3440-524.441	RENTS & LEASES	\$ 3,550	\$ 1,910	\$ 3,550	\$ -				
General	01-3440-524.461	OFFICE EQUIPMENT MAINT	\$ 1,000	\$ -	\$ 1,000	\$ -				
General	01-3440-524.462	MAINTENANCE OF VEHICLES	\$ 2,000	\$ 440	\$ 2,000	\$ -				
General	01-3440-524.490	LEGAL ADVERTISING	\$ 350	\$ -	\$ 350	\$ -				
General	01-3440-524.510	OFFICE SUPPLIES	\$ 1,000	\$ 593	\$ 1,000	\$ -				
General	01-3440-524.520	OPERATING SUPPLIES / I-WORKX	\$ 4,400	\$ 8,160	\$ 13,350	\$ 8,950				
General	01-3440-524.521	FUEL	\$ 4,500	\$ 1,207	\$ 4,500	\$ -				
General	01-3440-524.540	SUBSCRIPTIONS & DUES	\$ 2,500	\$ -	\$ 2,500	\$ -				
General	01-3440-524.640	EQUIPMENT	\$ 7,500	\$ -	\$ 7,500	\$ -				
Total Expenses			\$ 411,470	\$ 170,201	\$ 411,613	\$ 143				

Bulding Department Fund Balance	\$ (91,613)
Additional Funds Required from the General Fund	\$ 91,613

FY 2026-27 - Purchases & Projects Outlook

Review of Fees Charged - Project

2 computers with Monitors

Digital Readiness - Legislative

*Permit Fee Revisions

Annual Review

\$ 4,000

\$ 7,500 Annually

State Statute Funding Requirement

**COOPERATIVE (PIGGYBACK) PURCHASE AGREEMENT
BETWEEN JEFFERSON COUNTY, FLORIDA AND
BEARD EQUIPMENT COMPANY, INC.**

JEFFERSON COUNTY, FLORIDA (the "County"), pursuant to Section 2-4(f) of the Jefferson County Purchasing Manual, desires to enter into this Cooperative Purchase (Piggyback) Agreement to purchase a new 2025 JOHN DEERE 85 PTier Excavator 8230FF1FF085PAESJ002968, as further described in the proposal attached as Exhibit "A" hereto (the "Equipment"), from vendor Beard Equipment Company, Inc. ("Vendor"), under the same terms and conditions as the agreement between Sourcewell and John Deere Construction Retail Sales a division of John Deere Shared Services LLC, DBA John Deere Construction Retail Sales, Sourcewell Contract #011723-JDC with an expiration date of April 14, 2027 (the "Agreement"), which Agreement is hereby incorporated herein by reference and which Agreement resulted from a competitive procurement.

The County has reviewed the Agreement and the proposal attached as Exhibit "A" hereto and has determined that the proposed pricing is fair and reasonable. Vendor hereby agrees to provide such Equipment to the County under the same price(s), terms and conditions as contained in the referenced Agreement above. Vendor further warrants that the pricing of the Equipment as reflected in the proposal is equal to or less than the pricing for such Equipment as established in the Agreement. All references in the Agreement shall be assumed to pertain to and are binding upon Vendor and the County. All references in the Agreement to "Sourcewell" shall be substituted with "Jefferson County, Florida."

The parties further agree that exclusive venue of any legal or equitable action that arises out of or relates to this agreement or the contract shall be the appropriate state court in Jefferson County, Florida, in any such action, Florida law shall apply.

Agreed to and accepted by the parties on the date(s) indicated below.

WITNESS:

BEARD EQUIPMENT COMPANY, INC.

BY: _____
Signature

Print Name

Date: _____

ATTEST:

JEFFERSON COUNTY, FLORIDA

Trey Hightower, Clerk

BY: _____
Ben White, Chairman

Date: _____

ATTACHMENT "A"
PROPOSAL



Prepared For

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

COURTHOUSE RM 10

MONTICELLO, FL 32344

(850) 997-3596

JESSE.LOVETT@JCSO-FL.ORG

Prepared By

THOMAS SLAY

Beard Equipment Company

7566 W Tennessee Street

Tallahassee, FL 32304

8502510741

tslay@beardequipment.com

Quote Id 1171376

Creation Date 02-Oct-2025

Expiration Date 31-Mar-2025

Customer Notes

John Deere
Heavy construction equipment

#011723-JDC
Maturity Date: 4/14/2027

Quote Summary

Equipment Summary	Suggested List	Selling Price	QTY In Group	Extended
New 2025 JOHN DEERE 85 PTier Excavator 8230FF-1FF085PAESJ002968	\$199,220.00	\$156,500.00	1	\$156,500.00
Equipment Total				\$156,500.00

Quote Summary

Total Selling Price	\$156,500.00
Sub-total	\$156,500.00
Balance Due	\$156,500.00

Salesperson : X _____

Accepted By : X _____



Selling Equipment

Quote # 1171376
Customer JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

New 2025 JOHN DEERE 85 PTier Excavator 8230FF

QTY In Group : 1

Hours	1	Suggested List
Serial Number	1FF085PAESJ002968	\$199,220.00
Stock Number	599354	Selling Price
PUK Parent Serial #	- - -	\$156,500.00

Equipment Summary

Code	Description	Qty	List Price	Adjusted Selling Price
8230FF	85 PTier Excavator	1	\$168,349.00	\$168,349.00

Base / Options

Code	Description	Qty	List Price	Adjusted Selling Price
0202	Destination Code United States	1	\$0.00	\$0.00
0259	English Customer Delivery Packet	1	\$0.00	\$0.00
0402	Configuration 2	1	\$3,121.00	\$3,121.00
Total Base / Options			\$171,470.00	\$171,470.00

Dealer Attachments

Code	Description	Qty	List Price	Adjusted Selling Price
	CMP Rotator with Tilt and 48" Bucket Serial Number: - - - Stock Number: - - -	1	\$15,000.00	\$0.00
	Diverter Valve Serial Number: - - - Stock Number: - - -	1	\$2,500.00	\$0.00
	24" Bucket with Teeth Serial Number: - - - Stock Number: - - -	1	\$1,800.00	\$0.00
	Hydraulic THumb Serial Number: - - - Stock Number: - - -	1	\$4,950.00	\$0.00
	Installation of CMP Rotator Serial Number: - - - Stock Number: - - -	1	\$3,500.00	\$0.00
Total Dealer Attachments			\$27,750.00	\$0.00

Customer Discounts



JOHN DEERE

Description		Discount Amount
Customer Discount		(\$14,970.00)
Total Discounts		(\$14,970.00)
Selling Price Subtotal		\$156,500.00
Total Selling Price	\$199,220.00	\$156,500.00

**COOPERATIVE (PIGGYBACK) PURCHASE AGREEMENT
BETWEEN JEFFERSON COUNTY, FLORIDA AND
BEARD EQUIPMENT COMPANY, INC.**

JEFFERSON COUNTY, FLORIDA (the "County"), pursuant to Section 2-4(f) of the Jefferson County Purchasing Manual, desires to enter into this Cooperative Purchase (Piggyback) Agreement to purchase a new 6105E Cab 4wd 12F/12R PowrReverser Transmission with Creeper, as further described in the proposal attached as Exhibit "A" hereto (the "Equipment"), from vendor Beard Equipment Company, Inc. ("Vendor"), under the same terms and conditions as the agreement between Sourcewell and Alamo Group Texas LLC, Sourcewell Contract #032525-AGI with an expiration date of May 15, 2029 (the "Agreement"), which Agreement is hereby incorporated herein by reference and which Agreement resulted from a competitive procurement.

The County has reviewed the Agreement and the proposal attached as Exhibit "A" hereto and has determined that the proposed pricing is fair and reasonable. Vendor hereby agrees to provide such Equipment to the County under the same price(s), terms and conditions as contained in the referenced Agreement above. Vendor further warrants that the pricing of the Equipment as reflected in the proposal is equal to or less than the pricing for such Equipment as established in the Agreement. All references in the Agreement shall be assumed to pertain to and are binding upon Vendor and the County. All references in the Agreement to "Sourcewell" shall be substituted with "Jefferson County, Florida."

The parties further agree that exclusive venue of any legal or equitable action that arises out of or relates to this agreement or the contract shall be the appropriate state court in Jefferson County, Florida, in any such action, Florida law shall apply.

Agreed to and accepted by the parties on the date(s) indicated below.

WITNESS:

BEARD EQUIPMENT COMPANY, INC.

BY: _____
Signature

Print Name

Date: _____

ATTEST:

JEFFERSON COUNTY, FLORIDA

Trey Hightower, Clerk

BY: _____
Ben White, Chairman

DATE: _____

ATTACHMENT "A"
PROPOSAL



Please submit new orders to:
mgras@alamo-group.com

Sourcewell Contract # 032525-AGI Sales Price

TM	David Morales	Quote Date		Order Date		Sales Order #	Terms	30 Days - XAB
Bill To	Jefferson County Road Department, 1484 S. Jefferson St, Monticello, FL 32344							
Dealer PO#				End User PO#				

Qty	Part Number	Description	List Price	Discount	Sales Price			
Alamo Supplied Tractor								
1	32125033	6105E, Cab 4wd, 12F/12R PowrReverser™ Transmission with Creeper	\$119,807	17%	\$99,439.81			
Boom								
	04861813	18' Machete™ Boom	\$80,373	17%	\$0.00			
1	04862213	22' Machete™ Boom	\$82,954	17%	\$68,851.82			
	04862513	25' Machete™ Boom	\$86,924	17%	\$0.00			
Heads								
	32121489	50" Severe Duty Rotary, Blade Bar, Swivel	\$30,962	17%	\$0.00			
	32121490	50" Severe Duty Rotary, Blade Pan, Swivel	\$29,385	17%	\$0.00			
1	32121495	60" Severe Duty Rotary, Blade Bar, Swivel	\$31,628	17%	\$26,251.24			
	02998068	60" Heavy Duty Grass Flail, Swivel	\$33,595	17%	\$0.00			
	02986262	48" Flail-Axe® Brush Cutter, Swivel	\$29,855	17%	\$0.00			
	32122762	48" Flail-Axe® Brush Cutter, SHD Cuttershaft, 4 oz Knives, Swivel	\$32,324	17%	\$0.00			
	02997804	SRD™-50 Mulcher Head	\$44,797	17%	\$0.00			
	02988100	Ditcher	\$24,606	17%	\$0.00			
	02986236	48" Buzz Bar, saw blade	\$21,223	17%	\$0.00			
	02986237	69" Buzz Bar, saw blade	\$26,468	17%	\$0.00			
	02986245	90" Buzz Bar, saw blade	\$28,023	17%	\$0.00			
	32121498	5' Timbercat, sickle limb cutter	\$26,269	17%	\$0.00			
	32121499	7' Timbercat, sickle limb cutter	\$26,610	17%	\$0.00			
1	32121913	Swivel Kit (Internal Use Only)	\$0	17%	\$0.00			
	02997809	Hitchpost Kit (Internal Use Only)	\$0	17%	\$0.00			
Options								
	02996743	Quick Hitch® Kit for Boom	\$5,866	17%	\$0.00			
	32121500	Quick Hitch® Kit for Swivel Rotary	\$3,055	17%	\$0.00			
	02997330	Quick Hitch® Kit for HD Grass Flail	\$2,410	17%	\$0.00			
	02996746	Quick Hitch® Kit for Swivel Flail-Axe®	\$3,181	17%	\$0.00			
	32122109	Quick Hitch® Kit for SRD™-50	\$2,084	17%	\$0.00			
	02996747	Quick Hitch® Kit for Ditcher	\$2,254	17%	\$0.00			
	02996745	Quick Hitch® Kit for Buzzbar®	\$2,253	17%	\$0.00			
	32122392	Quick Hitch® Kit for Timbercat™	\$2,080	17%	\$0.00			
	02984400	Jack Stand for HD Grass Flail	\$655	17%	\$0.00			
	02975647M	Jack Stand for Flail-Axe®	\$635	17%	\$0.00			
	02990399	Jack Stand for Ditcher	\$1,255	17%	\$0.00			
Installation								
1	02982002	Factory mounting	\$14,399	17%	\$11,951.17			
Mount Kit								
1	02995985	Wire Harness Adapter	\$0	17%	\$0.00			
1	02996587	Mount Kit	\$0	17%	\$0.00			
		Pulley Kit	\$0	17%	\$0.00			
Freight from Alamo to Dealer								
1	00888190	Freight from Alamo to Dealer	\$3,349	0%	\$3,349.00			
Notes and Additional Items								
			Totals		\$209,843.04			
Order #:		Make	Model	Cab or ROPS	2wd or 4wd	Front Tire	Rear Tire	ETA
Serial #:		John Deere	6105E	Cab	4wd	380/85R24	360/85R38	

Accepted By: _____

Date: _____

Customer and Contact Information

Bill To Location:

Account:	
Name:	Jefferson County Road Department
Address:	1484 S. Jefferson St
City:	Monticello State: FL Zip: 32344
Contact Name:	
Contact Phone:	850-997-2036
Contact Email:	

Ship To Location:

Account:		Loading Dock?	
Name:	Beard Equipment		
Address:	3195 W Nine Mile Rd		
City:	Pensacola	State: FL	Zip: 32534
Contact Name:			
Contact Phone:			
Contact Email:			

End User:

Account:		Sourcewell Member ID:	
Name:	Jefferson County Road Department		
Address:	1484 S. Jefferson St		
City:	Monticello	State: FL	Zip: 32344
Contact Name:			
Contact Phone:	850-997-2036		
Contact Email:			

Servicing Dealer:

Account:			
Name:	Beard Equipment		
Address:	3195 W Nine Mile Rd		
City:	Pensacola	State: FL	Zip: 32534
Contact Name:	Brandon Frank		
Contact Phone:	251-747-6534		
Contact Email:	bfrank@beardequipment.com		

Confirmation Email Addresses:

Order Confirmations:
 Advance Shipment Notices:
 Invoices:
 Warranty Registrations:



Invoice

LED Lighting Solutions
41145 Raintree Ct
Murrieta, CA, 92562
Phone: 888-925-1966
Web: www.ledlighting-solutions.com

Reference No.: INV44706
Date: 23-Mar-2026
Due Date: 22-Apr-2026
Customer ID: C020684
Currency: USD

BILL TO:	SHIP TO:
Jefferson County Sheriffs Office 435 Walnut Street Monticello FL 32344 United States of America	Jefferson County Sheriffs Office 171 Industrial Park Monticello FL 32344 United States of America Attn: Tim Carter

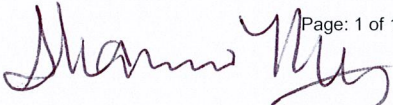
CUSTOMER REF. NUMBER	TERMS	CONTACT
Signed quote in lieu of PO	Net 30	

SO TYPE	SO NUMBER	SHIPMENT NUMBER	CUSTOMER P.O. NO.
SO	ORD47186	014849	Signed quote in lieu of PO

NO.	ITEM	QTY.	UOM	UNIT PRICE	DISC.	EXTENDED PRICE
1	OP-VMSS-TR-FM-MED-ORG: OPTRAFFIC Solar Powered Full Matrix Sign Trailer - Orange - MEDIUM: 96" X 58", LED Pixels 48x24, 28MM Pitch, 2X150W Solar Panel, 2X120AH Gel Battery	1.00	EACH	13,999.9900	0%	13,999.99
2	MISC-SOLAR: +3 years extended warranty (excludes battery and tires)	1.00	EACH	1,049.9900	0%	1,049.99
3	Freight Ship Via LTL	1.00		2,200.0000	0%	2,200.00






NOTE: 2 year warranty included
8-12 week lead time from order date (subject to change)
Net 30 terms with formal PO
LTL Commercial Freight Quoted (Forklift, Pallet Jack, Loading Dock, 53' Truck Access)
Sales tax N/A
Estimate good for 30 days

Sales Total: 17,249.98
Tax Total: 0.00
Total (USD): 17,249.98

 Page: 1 of 1



VENDOR INFORMATION

COMPANY NAME:	SOLAR THINGZ, INC. dba LED LIGHTING SOLUTIONS
ADDRESS:	41145 Raintree Court, Murrieta, CA 92562
CONTACT:	PHONE: (888) 925-1966 EMAIL: sales@ledlighting-solutions.com WEBSITE: www.ledlighting-solutions.com
BUSINESS TYPE:	LLC C CORPORATION
	SAM.GOV CERTIFIED SMALL BUSINESS UEI: TCDALRXMC1H5
	EXEMPT FROM 1099
	FEIN: 83-0919792
ACCOUNTING CONTACTS:	Owner: Kristen Hands, kristen@ledlighting-solutions.com Accounts Receivable: Krista Cassaw, krista@ledlighting-solutions.com
SALES CONTACT:	sales@ledlighting-solutions.com
ACH/WIRE INFORMATION:	SOLAR THINGZ, INC.
	First Citizens Bank 44575 Avenida De Misiones, Temecula, CA 92592 (951) 506-1271
	ACH – ROUTING: 122037760 / ACCOUNT: 1065542243 WIRE – ROUTING: 053100300 / ACCOUNT: 1065542243 INTERNATIONAL WIRE – SWIFT CODE: FCBJUS33XXX / ACCOUNT 1065542243
PAYMENT METHODS:	    
PAYPAL INFORMATION:	Check Remit To: Solar Thingz Inc. dba LED Lighting Solutions PayPal.Me/dennisled dennis@ledlighting-solutions.com

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

**Give form to the
requester. Do not
send to the IRS.**

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) Solar Thingz, Inc.	
	2 Business name/disregarded entity name, if different from above. LED Lighting Solutions	
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input checked="" type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) C <small>Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.</small> <input type="checkbox"/> Other (see instructions) _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ <i>(Applies to accounts maintained outside the United States.)</i>
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions <input type="checkbox"/>	
	5 Address (number, street, and apt. or suite no.). See instructions. 41145 Raintree Court	Requester's name and address (optional)
	6 City, state, and ZIP code. Murrieta, CA 92562	
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number												
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25px; height: 20px; border: 1px solid black;"></td> <td style="width: 25px; height: 20px; border: 1px solid black;"></td> <td style="width: 25px; height: 20px; border: 1px solid black;"></td> <td style="width: 25px; height: 20px; border: 1px solid black;"></td> <td style="width: 25px; height: 20px; border: 1px solid black;"></td> <td style="width: 25px; height: 20px; border: 1px solid black;"></td> <td style="width: 25px; height: 20px; border: 1px solid black;"></td> <td style="width: 25px; height: 20px; border: 1px solid black;"></td> <td style="width: 25px; height: 20px; border: 1px solid black;"></td> <td style="width: 25px; height: 20px; border: 1px solid black;"></td> <td style="width: 25px; height: 20px; border: 1px solid black;"></td> <td style="width: 25px; height: 20px; border: 1px solid black;"></td> </tr> </table>												
or												
Employer identification number												
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25px; height: 20px; border: 1px solid black; text-align: center;">8</td> <td style="width: 25px; height: 20px; border: 1px solid black; text-align: center;">3</td> <td style="width: 25px; height: 20px; border: 1px solid black; text-align: center;">-</td> <td style="width: 25px; height: 20px; border: 1px solid black; text-align: center;">0</td> <td style="width: 25px; height: 20px; border: 1px solid black; text-align: center;">9</td> <td style="width: 25px; height: 20px; border: 1px solid black; text-align: center;">1</td> <td style="width: 25px; height: 20px; border: 1px solid black; text-align: center;">9</td> <td style="width: 25px; height: 20px; border: 1px solid black; text-align: center;">7</td> <td style="width: 25px; height: 20px; border: 1px solid black; text-align: center;">9</td> <td style="width: 25px; height: 20px; border: 1px solid black; text-align: center;">2</td> </tr> </table>	8	3	-	0	9	1	9	7	9	2		
8	3	-	0	9	1	9	7	9	2			

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person	Date 1-1-26
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.
Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they



Memorandum of Agreement Between Big Bend Healthcare Coalition (BBHCC) and Jefferson County Emergency Management.

Purpose of the Agreement

This Memorandum of Agreement (MOA) sets forth the terms by which the Apalachee Regional Council (ARPC) will award project funds from the Big Bend Healthcare Coalition to **Jefferson County Emergency Management**.

Funding

Based upon the application for project funding (Attachment A), the BBHCC shall pay **Jefferson County Emergency Management** an amount not to exceed **\$18,858.70** the purchase of **one (1) Mobile Signage Unit**.

These funds will only be paid on a reimbursement basis and must be spent by **May 1st, 2026**.

Roles and Responsibilities

Jefferson County Emergency Management will:

- Be responsible for the procurement and purchase of materials detailed in the application for project funding (Attachment A).
- Follow their agency's procurement policy to purchase the materials, or work with the BBHCC to purchase the items in special cases.
- Make any equipment purchased available to use by the BBHCC membership or for use Statewide upon request via the terms specified in the Protocols for Equipment and Supplies if the equipment is available and in working order.
- Provide the BBHCC with an acceptable invoice and documentation to reimburse the agency.

Documentation required to reimburse would include:

- Documentation of the procurement of the materials
 - Vendor invoice for the materials
 - Proof of payment for the materials purchased.
 - Reimbursement request email with the above included.
- Purchase and pay for the materials and submit all documentation to BBHCC for reimbursement no later than **May 1st, 2026**.
 - Reimbursement check from the BBHCC must be deposited by **June 1st, 2026** The BBHCC will:
 - Reimburse **Jefferson County Emergency Management** within thirty (30) days of receipt of an acceptable invoice and documentation of the purchase of materials detailed in the application for project funding (Attachment A).

Duration of the Agreement

This agreement shall begin upon execution, no later than 90 days of receipt. The agreement shall end no later than **June 30th, 2026**.

This Memorandum of Agreement can be terminated by either party upon no less than 30 days written



notice to the other party without cause.

Signatures and Date

IN WITNESS THEREOF, the parties hereto have caused this Memorandum of Agreement to be executed by their undersigned officials as duly authorized.

BBHCC Coordinator

A handwritten signature in blue ink, appearing to read "Kristy Anderson", written over a horizontal line.

A handwritten signature in blue ink, clearly legible as "Kristy Anderson", written over a horizontal line.

Signed

Signed
11/3/2025

A handwritten date in blue ink, "November 3, 2025", written over a horizontal line.

Date

Date

Big Bend Healthcare Coalition Project Submission Form 2025-2026

Please submit completed form to bbhcc@arpc.org

Project Title	Improving Community Safety and Emergency Communications via Mobile Variable Message Boards		
Requesting Agency	Jefferson County Emergency Management	Are you a member of the Healthcare Coalition? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Point of Contact Contact information for project lead	Name	Kristy Anderson	
	Organization Address	169 Industrial Drive	
	Phone Number	850-408-0908	
	E-mail Address	kristy.anderson@JCSO-fl.org	
4 Project Types Check appropriate category AND 5 Specialty Surge Areas Check the appropriate option if this project aligns with medical surge/trauma mass casualty in these specialty areas. Descriptions are attached.	<input type="checkbox"/> Training/Education <input checked="" type="checkbox"/> Supplies/Equipment <input type="checkbox"/> Exercise <input type="checkbox"/> Other (provide details under Project Description)		<input type="checkbox"/> Pediatric Surge <input type="checkbox"/> Burn <input type="checkbox"/> Cybersecurity <input type="checkbox"/> Infectious Disease <input type="checkbox"/> Radiation or Chemical
2019-2023 Health Care Preparedness & Response Capabilities Which capability does your project address? Descriptions of each capability are attached. You may choose more than one, if applicable.	<input type="checkbox"/> Foundation for Health & Medical Readiness <input type="checkbox"/> Health Care & Medical Response Coordination <input checked="" type="checkbox"/> Continuity of Health Care Service Delivery <input type="checkbox"/> Medical Surge		
Funding Requested Provide total amount requested and attach an itemized budget	\$		
Identified Gap: Provide description of the gap and how it was identified e.g. lessons learned and documented in an After Action Report-Improvement Plan following an exercise or real-world event activation.	During recent EOC activations during Hurricanes Helene, Debby, and Idalia, a lack of real time information was lacking in Jefferson County. These items included where to find the point of distribution sites, sheltering, etc. Real time information will reduce confusion and increase compliance with public health directives during emergencies. Reaching underserved and rural populations with critical information during events is paramount for life safety.		
Project Description & Details Provide a detailed description and justification for the project			
What will be purchased?	Mobile Variable Message Boards		
How does it fill the above identified gap?	Securing these items will ensure the public is alerted during events such as POD's (Point of Distribution) sites, sheltering, as well as emergency health alerts/warnings.		
How will it benefit the specialty surge areas above, if applicable?	N/A		
How does it address 1 or more of the Healthcare Capabilities selected above?	Capability 3: In recent years, our community has faced numerous public health and emergency challenges, including severe weather events, disease outbreaks, and large-scale public events requiring coordinated response efforts. Effective communication is essential to managing these incidents. Currently, our ability to provide real-time, location-based messaging is limited, hindering our capacity to inform and protect the public during emergencies.		

Additional Information: Provide other information, as needed, for the review committee.	The VMBs will be maintained by existing Jefferson Emergency Management staff and integrated into our ongoing emergency operations plan. We anticipate their use for 10+ years with minimal upkeep costs, funded through the department's annual operating budget.
---	---

Letters of Support: List County EM & ESF 8 Partners providing Letters of Support. Attach Letters	Jefferson County Health Department Jefferson County Fire Rescue
--	--

Regional Benefit

Describe how filling the gap with this project will benefit the regional healthcare system.	This investment in Variable Message Boards will greatly enhance our region's capacity to respond to emergencies, protect public health, and improve coordination among first responders. We respectfully request your support in funding this vital communication tool.
--	---

Describe efforts to gain support from local/county EM and healthcare partners.	Enhanced Public Safety: By providing real-time information during emergencies, VMBs can improve community response and safety. Improved emergency communication: VMBs offer a versatile platform for disseminating critical information, complementing existing communication channels. Community Engagement: Visible messaging can increase public awareness and participation in health and safety initiatives.
---	---

Timeframe to complete each phase of the project.
 Provide estimated timeframe for your agency to complete each phase of the process after receiving notification of funding.

MOU Approval & Signature	30 DAYS AFTER RECEIVING NOTIFICATION OF FUNDING
Project Procurement or Completion	30 - 60 days providing equipment is available
Gather Documentation & Submit Reimbursement Request	10 days after receipt of the equipment

Local Government Partners ONLY
 The BBHCC is aware of county purchasing challenges and will assist, when possible, with the purchasing process.

Please describe the assistance needed from the BBHCC to complete your purchases.	NA
---	----

*****For Coalition Administrative Use Only*****

Date Submitted:

Notification to Agency of Receipt:

2019 – 2023 Health Care Preparedness and Response Capabilities

These four capabilities were developed based on guidance provided in the *2012 Healthcare Preparedness Capabilities: National Guidance for Healthcare System Preparedness* document. They support and cascade from guidance documented in the *National Response Framework, National Preparedness Goal*, and the *National Health Security Strategy* to build community health resilience and integrate health care organizations, emergency management organizations, and public health agencies.

Capability 1: Foundation for Health Care and Medical Readiness

Goal of Capability 1: The community's health care organizations and other stakeholders—coordinated through a sustainable Health Care Coalition —have strong relationships, identify hazards and risks, and prioritize and address gaps through planning, training, exercising, and managing resources.

Capability 2: Health Care and Medical Response Coordination

Goal of Capability 2: Health care organizations, the Health Care Coalition, their jurisdiction(s), and the ESF-8 lead agency plan and collaborate to share and analyze information, manage and share resources, and coordinate strategies to deliver medical care to all populations during emergencies and planned events.

Capability 3: Continuity of Health Care Service Delivery

Goal of Capability 3: Health care organizations, with support from the Health Care Coalitions and the ESF-8 lead agency, provide uninterrupted, optimal medical care to all populations in the face of damaged or disabled health care infrastructure. Health care workers are well-trained, well-educated, and well-equipped to care for patients during emergencies. Simultaneous response and recovery operations result in a return to normal or, ideally, improved operations.

Capability 4: Medical Surge

Goal of Capability 4: Health care organizations—including hospitals, EMS, and out-of-hospital providers—deliver timely and efficient care to their patients even when the demand for health care services exceeds available supply. The Health Care Coalition (HCC), in collaboration with the ESF-8 lead agency, coordinates information and available resources for its members to maintain conventional surge response. When an emergency overwhelms the HCC's collective resources, the HCC supports the health care delivery system's transition to contingency and crisis surge response and promotes a timely return to conventional standards of care as soon as possible.

ASPR Funding Restrictions

(from ASPR Funding Opportunity Announcement)

Restrictions, which apply to both awardees and their sub awardees, must be taken into account while writing the budget. Restrictions are as follows:

- None of the funds awarded to these programs may be used to pay the salary of an individual at a rate in excess of Executive Level II or \$181,500 per year.
- Recipients cannot use funds for fund raising activities or lobbying.
- Recipients cannot use funds for research.
- Recipients cannot use funds for construction or major renovations.
- Recipients cannot use funds for clinical care.
- Recipients cannot use funds for reimbursement of pre-award costs.
- Recipients may supplement but not supplant existing state or federal funds for activities described in the budget.
- The direct and primary recipient must perform a substantial role in carrying out project objectives and not merely serve as a conduit for an award to another party or provider who is ineligible.
- Recipients cannot use funds for payment or reimbursement of backfilling cost for staff, including healthcare personnel for training and exercises.
- Recipients cannot use funds to support stand-alone, single-facility trainings or exercises.
- Recipients cannot use funds to purchase vehicles to be used as means of transportation for carrying people or goods, e.g., passenger cars or trucks and electrical or gas-driven motorized carts.

Continuing Services Agreement

THIS CONTINUING SERVICES AGREEMENT entered into this ____ day of _____, 2026, between JEFERSON COUNTY, a political subdivision of the State of Florida, by and through its Board of County Commissioners, situated at 435 West Walnut Street, Monticello, Florida 32344, hereinafter referred to as COUNTY, and DSR Consulting and Management, LLC, headquartered at 820 E Park Ave f100 Tallahassee, Fl 32301, hereinafter referred to as CONTACTOR, and whose Federal Employer Identification Number is 87-2581811.

WHEREAS, COUNTY requires certain professional services in connection with the ongoing provision of SHIP Administrative Services; and

WHEREAS, COUNTY issued Invitation to RFP # 2025-14 seeking interested firms for the provision of SHIP Administrative Services, which is included by reference as to the scope of services contained therein; and

WHEREAS, CONTRACTOR was selected pursuant to this RFP # 2025-14, which response is hereby incorporated herein by reference, and represents it is capable and prepared to provide such Services.

NOW, THEREFORE, in consideration of the promises contains herein, the parties hereto agree as follows:

1.0 Term

1.1 This Agreement shall take effect on the date of its execution by the Chairman of the Board of County Commissioners and continue for one year from such date, unless otherwise terminated as provided herein. Thereafter, this Agreement may be renewed at the County's option for up to four (4) additional one year periods after which is expected that the County will go through another competitive solicitation.

2.0 Scope of Services, Performance Schedule

2.1 CONTRACTOR shall perform the following services: Services shall include all activity necessary to run the SHIP program and inspections in Jefferson County beginning with services for the Fiscal Year 2026-27, which services shall include but not be limited to:

- Developing annual and other required agency reports
- Coordinating with Florida Housing Finance Corporation
- Review and update required local policies and assisting with development of LHAP strategies
- Tracking SHIP funds
- Providing technical support on an ongoing basis to County Staff for compliance with SHIP rules and guidelines

- Preparation of agenda materials for all SHIP-related activities requiring Board of County Commissioner approval or action
- Providing technical support and quality review of any applicant intake
- Coordinating and conducting any required public input including affordable housing committee meetings
- Regular meetings with County staff to review progress and advise
- Developing any needed SHIP contract modifications
- Reviewing and making recommendations on any SHIP sub-recipient contracts including enforcement of SHIP requirements
- Assisting staff with the development of any notices or forms for use with the SHIP program
- Tracking and advising County staff on the management and use of recaptured funds (Program Income) and providing similar assistance on leverage funds such as Hurricane Housing Recovery funds (does not include any Community Development Block Grant Funds/CDBG or other grant funds under separate program service contract)
- Monitor all project activity to ensure compliance
- Project inspections
- Development of scopes of work with homeowners
- Creation of program contract/agreement documents for homeowners
- Approval of project invoices
- Review final change orders, pay requests, construction documents, and amendments for compliance, as needed
- Review leveraging opportunities/other possible source of financing
- Representation during site visits and monitoring
- Develop project information management and filing system
- Develop project financial management system for receiving and disbursing funds
- Develop work plans for project contract document
- Preparation of project contract document
- Develop and track budget for project contract
- Oversight of project schedule and compliance
- Coordination with agencies and contracts, as necessary
- Review bid documents and contract documents for compliance with County Code and relevant law
- Conduct pre-construction conference
- Monitor contractor and construction specialist progress
- Conduct preliminary inspections and work write-ups
- Conduct construction progress inspections
- Facilitating and coordinating pre-bid meetings with contractors

- Preparing client contract documents
- And assisting with contract signing meetings with clients and staff
- Liaison between homeowners and contractors
- Monitoring of projects as they go through the rehabilitation process
- Supervision of payment authorizations
- Develop and process contract amendments, as needed
- Provide all other necessary technical assistance to operate SHIP Program in Jefferson County
- Balance final project budget for state annual reporting
- Prepare documents for administrative/financial close-out

2.2 CONTRACTOR shall also perform additional services as may be further specifically designated and authorized by the COUNTY, in writing. Such authorizations for additional services will be outlined in a Supplemental Agreement (“SA”) and all provisions of this Agreement apply to the SA with full force and effect as if appearing in full within each SA. Each SA will set forth a specific Scope of Services, maximum limit of compensation, schedule, liquidated damages, and completion date, and shall become effective upon the due execution after approval by the Board.

2.3 The CONTRACTOR is not authorized to provide services or materials to the COUNTY or undertake any project or work provided for in this Agreement prior to the COUNTY having first issued a Purchase Order (“PO”) or Notice of Proceed. CONTRACTOR recognizes that the COUNTY may employ several different CONTRACTORs to perform the work described and that the CONTRACTOR has not been employee as the exclusive agent to perform any such services.

2.4 When the CONTRACTOR and the COUNTY enter into an SA where the term of the SA expires on a date that is later than the date that this Agreement expires, the CONTRACTOR and the COUNTY agree that the terms of this Agreement and any amendments, attachments or provisions thereof are automatically extended until the expiration or full completion of the requirements of the SA have been performed. Cancellation by the COUNTY of any remaining work prior to the full completion of the requirements of the SA shall cause the terms of this Agreement to terminate at the same time. This provision only applies when the expiration of the SA extends beyond the expiration of this Agreement. It does not apply when a SA expires or is cancelled prior to the expiration of this Agreement.

3.0 Compensation

3.1 COUNTY shall pay CONTRACTOR in accordance with the following fee schedule:

Program Administration & Compliance- \$8500/year
 Financial Management & Reporting- \$6000/year

Applicant & Project Oversight - \$7500/year
Board & Stakeholder Support- \$4000/year
Records Management & Audit Readiness- \$4000/year
Executive Oversight & Quality Assurance- \$4500/year
TOTAL= \$35,000/year

3.2 Invoices must reference the applicable Contract and PO number and should further include CONTRACTOR's name, address, contact information, dates of services, quantities of materials and descriptions of work performed, as applicable.

3.3 Each individual invoice shall be due and payable forty-five (45) days after receipt by the COUNTY of correct, fully documented, invoice, in form and substance satisfactory to the COUNTY with all appropriate cost substantiations attached. All invoices shall be delivered to:

County Manager or Designee
Jefferson County
1484 S Jefferson Street
Monticello, FL 32344
850-342-0287
smetty@jeffersoncountyfl.gov

3.4 In order for both parties herein to close their books and records, the CONTRACTOR will clearly state "Final Invoice" on the CONTRACTOR's final/last billing to the COUNTY. This certifies that all services have been properly performed and all charges and costs have been invoiced to the COUNTY. Since this account will thereupon be closed, any and other further charges if not properly included on this final invoice are waived by the CONTRACTOR.

3.5 Payment of the final invoice shall not constitute evidence of the COUNTY's acceptance of the work. For final acceptance of any services provided hereunder, the CONTRACTOR will submit an acceptance document to the COUNTY for approval.

3.6 If compensation is based upon time and materials, invoices shall be based upon a lump sum price, invoices shall be accompanied by tasks and percentage of work. Additional documents may be requested by COUNTY and, if so requested, shall be furnished by CONTRACTOR to County Clerk's satisfaction.

3.7 Project manager or designated payroll official shall, by affidavit, attest to the correctness and accuracy of time charges and requested reimbursements.

4.0 Insurance

4.1 General Provisions

4.1.1 CONTRACTOR shall maintain, at all times, the following minimum levels of insurance and shall, without in any way altering their liability, obtain, pay for and maintain insurance for the coverages and amounts of coverage not less than those set forth below and

provide the COUNTY with a Certificate of Insurance and an opportunity to inspect a certified copy of each policy applicable to this Agreement followed thereafter by an annual Certificate of Insurance satisfactory to the COUNTY to evidence such coverage before any work commences. Such certificates will provide that there shall be no termination, non-renewal, modification, or expiration of such coverage without (30) days prior written notice to the COUNTY.

4.1.2 The COUNTY shall be named as an additional insured on all CONTRACTOR policies related to the project, excluding professional liability and worker's compensation. The policies shall contain a waiver of subrogation in favor of Jefferson County. All such policies shall be endorsed to provide defense coverage obligations. All insurance coverage shall be written with an insurer having an A.M. Best Rating of at least the "A" category and size category of VIII.

4.1.3 The CONTRACTOR's self-insured retention or deductible per line of coverage shall not exceed \$10,000 without the permission of the COUNTY.

4.1.4 If there is any failure by the CONTRACTOR to comply with the provisions of this section, the COUNTY may, at its option, on notice to the CONTRACTOR, suspend the work for cause until there is full compliance.

4.1.5 COUNTY may, at its sole discretion, purchase such insurance at CONTRACTOR's expense provided that the COUNTY shall have no obligation to do so and if the COUNTY shall do so, it shall not relieve CONTRACTOR of its obligation to obtain insurance.

4.1.6 The CONTRACTOR shall not be relieved of or excused from the obligation to obtain and maintain such insurance amount and coverages.

4.1.7 The CONTRACTOR shall not commence work under this Agreement until all insurance required as stated herein as been obtained and such insurance has been approved by the COUNTY.

4.2 Commercial General Liability. \$1,000,000 combined single limit of liability for bodily injuries, death and property damage, and personal injury resulting from any one occurrence.

4.3 Workers' Compensation. The CONTRACTOR shall provide, pay for, and maintain workers' compensation insurance on all employees, its agents or subcontractors as required by Florida Statutes.

4.4 Comprehensive Automobile Liability Insurance. In the event CONTRACTOR travels in furtherance of the performance of the services required in this Agreement, CONTRACTOR shall obtain comprehensive automobile liability insurance with \$1,000,000.00 combined single limit of liability for bodily injuries, death and property damage resulting from any one occurrence, including all owned, hired, and non-owned vehicles, as appropriate.

4.5 Umbrella (Excess) Liability Insurance. Umbrella Liability with limits of not less than \$1,000,000.00, exclusive of defense costs, to be in excess of all other coverages. Such coverage shall be at least as broad as the primary coverage above, with any excess umbrella layers written on a strict following form basis over the primary coverage. All such policies shall be endorsed to provide defense coverage obligations.

5.0 Standard of Care

5.1 CONTACTOR has represented to the COUNTY that it has the personnel and experience necessary to perform the work in a professional and workmanlike manner.

5.2 CONTRACTOR shall exercise the same degree of care, skill, and diligence in the performance of the Services as is provided by a professional of like experience, knowledge and resources, under similar circumstances.

5.3 CONTRACTOR shall, at no additional cost to COUNTY, re-perform services which fail to satisfy the foregoing standard of care or otherwise fail to meet the requirement of this Agreement.

5.4 The CONTRACTOR warrants that all services shall be performed by skilled and competent personnel to the professional standards in the field.

6.0 Indemnification

6.1 General. Having considered the risk and potential liabilities that may exist during the performance of the Services and in consideration of the promises included herein, COUNTY and CONTRACTOR agree to allocate such liabilities in accordance with this Section.

6.1.1 CONTRACTOR shall indemnify, defend (by counsel reasonably acceptable to COUNTY) protect and hold COUNTY, and officers, employees and agents, free and harmless from and against any and all, including, but not limited to, any claims, actions, causes of action, liabilities, penalties, forfeitures, damages, losses and expenses (including, without limitation, attorney's fees and costs during negotiation, through litigation and all appeals therefrom), or death of or injury to any person or damage to any property whatsoever, arising out of or resulting from (i) the failure of CONTRACTOR to comply with applicable non-conflicting laws, rules or regulations, (ii) the breach by CONTRACTOR of its obligations under this Agreement, (iii) any claim for trademark, patent or copyright infringement arising out of the scope of CONTRACTOR's performance of this Agreement, or (iv) the negligent act, errors or omissions, or intentional or willful misconduct, of CONTRACTOR, its sub CONTRACTORS, agents, employees and invitees: provided, however, that CONTRACTOR shall not be obligated to defend or indemnify the COUNTY with respect to any such claims or damages arising solely out of the COUNTY's negligence.

6.1.2 COUNTY review, comment and observation of the CONTRACTOR's work and performance of this Agreement shall in no manner constitute a waiver of the indemnification provisions of this Agreement.

6.1.3 CONTRACTOR agrees that it bears sole legal responsibility for its work and work product, and the work and work product of subcontractors and their employees, and/or for CONTRACTOR's performance of this Agreement and its work product(s).

7.0 Independent Contractor

7.1 CONTRACTOR undertakes performance of the Services as an independent contractor and shall be wholly responsible for the methods of performance.

7.2 COUNTY shall have no right to supervise the methods used, but COUNTY shall have the right to observe such performance.

7.3 CONTRACTOR shall work closely with COUNTY in performing Services under this Agreement.

7.4 The CONTRACTOR shall not pledge the COUNTY's credit or make it a guarantor of payment or surety for any contract, debt, obligation, judgement, lien, or any form of indebtedness and shall have no right to speak for or bind the COUNTY in any manner.

7.5 CONTRACTOR further warrants and represents that it has no obligation or indebtedness that would impair its ability to fulfil the terms of this Agreement.

8.0 Authority to Practice The CONTRACTOR hereby represents and warrants that it has and will continue to maintain all licenses and approvals required to conduct its business, and that it will at all times conduct its business activities in a reputable manner.

9.0 Compliance with Laws In performance of the Services, CONTRACTOR will comply with applicable regulatory requirements including federal, state, special district, and local laws, rules, regulations, orders, codes, criteria and standards.

10.0 Subcontracting

10.1 The COUNTY reserves the right to accept the use of a subcontractor or to reject the selection of a particular subcontractor and to inspect all facilities of any subcontractor.

10.2 If a subcontractor fails to perform or make progress, as required by this Agreement, and it is necessary to replace the subcontractor to complete the work in a timely fashion, the CONTRACTOR shall promptly do so, subject to acceptance of the new subcontractor by the COUNTY. Failure of a subcontractor to timely or properly perform its obligations shall not relieve CONTRACTOR of its obligations hereunder.

11.0 Federal and State Taxes The COUNTY is exempt from Federal Tax and State Sales and Use Taxes. Upon request, the COUNTY will provide an exemption certificate to CONTRACTOR. The CONTRACTOR shall not be exempted from paying sales tax to its suppliers for materials to fulfill contractual obligations with the COUNTY, not shall the CONTRACTOR be authorized to use the COUNTY's Tax Exemption Number in securing such materials.

12.0 Public Entity Crimes The CONTRACTOR understands and acknowledges that this Agreement with the COUNTY will be void, in the event the conditions under Section 287.133, Florida Statutes applies to the CONTRACTOR, relating to conviction for a public entity crime.

13.0 COUNTY's Responsibilities. COUNTY shall be responsible for providing information in the COUNTY's possession that may reasonably be required by CONTRACTOR, including existing reports, studies, financial information, and other required data that are available in the files of the COUNTY.

14.0 Termination of Agreement

14.1 This Agreement may be terminated by the CONTRACTOR upon thirty (30) days prior written notice to the COUNTY in the event of substantial failure by the COUNTY to perform in accordance with terms of the Agreement through no fault of the CONTRACTOR.

14.2 This Agreement may be terminated by the COUNTY with or without cause immediately upon written notice to the CONTRACTOR.

14.3 Unless the CONTRACTOR is in breach of this Agreement, the CONTRACTOR shall be paid for services rendered to the COUNTY's satisfaction through the date of termination.

14.4 After receipt of a Termination Notice and except as otherwise directed by the COUNTY, the CONTRACTOR shall:

14.4.1 Stop work on the date and to the extent specified.

14.4.2 Terminate and settle all orders and subcontractors relating to the performance of the terminated work.

14.4.3 Transfer all work in process, completed work, and other material related to the terminated work to the COUNTY.

14.4.4 Continue and complete all parts of the work that have not been terminated.

14.5 The CONTRACTOR shall be paid for services actually rendered to the date of termination.

15.0 Uncontrollable Forces (Force Majeure).

15.1 Neither the COUNTY nor CONTRACTOR shall be considered to be in default of this Agreement if delays in or failure of performance shall be due to Uncontrollable Forces, the effect of which, by the exercise of reasonable diligence, the non-performing party could not avoid. The term "Uncontrollable Forces" shall mean any event which results in the prevention or delay of performance by a party of its obligations under this Agreement and which is beyond the reasonable control of the nonperforming party. It includes, but is not limited to fire, flood, earthquakes, storms, lightning, epidemic, war, riot, civil disturbance, sabotage, and governmental actions.

15.2 Neither party shall, however, be excused from performance if nonperformance is due to forces which are preventable, removable, or remediable and which the nonperforming party could have, with the exercise of reasonable diligence, prevented, removed or remedied with reasonable dispatch.

15.3 The nonperforming party shall, within reasonable time of being prevented or delayed from performance by an Uncontrollable Force, give written notice to the other party describing the circumstances and Uncontrollable Forces preventing continues performance of the obligations of this Agreement.

16.0 Governing Law and Venue. This Agreement shall be governed in all respects by the laws of the State of Florida and any litigation with respect thereto shall be brought only in the courts of Jefferson County, Florida or the United States District Court, Northern District of Florida located in Leon County, Florida.

17.0 Non-Discrimination. The CONTRACTOR warrants and represents that all of its employees are treated equally during employment without regard to race, color, religion, gender, age, or national origin.

18.0 Waiver. A waiver by either COUNTY or CONTRACTOR of any breach of this Agreement shall not be binding upon the waiving party unless such waiver is in writing. In the event of a written waiver, such a waiver shall not affect the waiving party's rights with respect to any other or further breach. The making or acceptance of a payment by either party with knowledge of the existence of a default or breach shall not operate or be construed to operate as a waiver of any subsequent default or breach.

19.0 Severability

19.1 The invalidity, illegality, or unenforceability of any provision of this Agreement, or the occurrence of any event rendering any portion or provision of this Agreement void, shall in no way affect the validity or enforceability of any other portion or provision of the Agreement.

19.2 Any void provision shall be deemed severed from the Agreement and the balance of the Agreement shall be construed and enforced as if the Agreement did not contain the particular portion or provision held to be void.

19.3 The parties further agree to reform the Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision.

19.4 The provision of this section shall not prevent the entire Agreement from being void should a provision which is of the essence of the Agreement be determined to be void.

20.0 Entirety of the Agreement.

20.1 The COUNTY and the CONTRACTOR agree that this Agreement sets forth the entire Agreement between the parties, and that there are no promises or understandings other than those herein.

20.2 This Agreement supersedes all prior agreements, contracts, proposals, representations, negotiations, letters or other communications between the COUNTY and CONTRACTOR pertaining to the Services, whether written or oral.

20.3 None of the provisions, terms and conditions contained in this Agreement may be added to, modified, superseded or otherwise altered except by written instrument executed by the parties hereto.

21.0 Modifications. The Agreement may not be modified unless such modifications are evidenced in writing signed by both COUNTY and CONTRACTOR. Such modifications shall be in written form executed by both parties.

22.0 Successors and Assigns.

22.1 COUNTY and CONTRACTOR each binds itself and its partners, successors, assigns and legal representatives to the other party to this Agreement and to the partners, successors, executors, administrators, assigns, and legal representatives.

22.2 CONTRACTOR shall not assign this Agreement without the express written approval of the COUNTY by executed amendment.

22.3 In the event of a merger, the surviving corporation shall be substituted for the contracting party to this agreement and such substitution shall be affirmed by the Jefferson County Board of County Commissioners by executed amendment.

23.0 Contingent Fees. The CONTRACTOR warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONTRACTOR to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than bona fide employee working solely for the CONTRACTOR, any fee, commission, percentage, gift or any other consideration contingent upon or resulting from the award or making of this Agreement.

24.0 Truth-In-Negotiation Certificate

24.1 Execution of this Agreement by the CONTRACTOR shall act as the execution of the Truth-in-Negotiation certificate certifying that the wage rates and costs used to determine the compensation provided for in this Agreement are accurate, complete, and current as of the date of the Agreement.

24.2 The said rates and costs shall be adjusted to exclude any significant sums should the COUNTY determine that the rates and costs were increased due to inaccurate, incomplete and noncurrent wage rates or due to inaccurate representations of fees paid to outside contractors. The COUNTY shall exercise its rights under this "Certificate" within one (1) year following payment.

25.0 Ownership of Documents

25.1 CONTRACTOR shall be required to cooperate with the COUNTY and other CONTRACTORS relative to providing information requested in a timely manner and in the specified form. Any and all documents, records, disks, original drawings, or other information shall become the property of the COUNTY for its use and/or distribution as may be deemed appropriate by the COUNTY. CONTRACTOR is not liable for any damages, injury or costs associated with the COUNTY use or distribution of these documents for purposes other than those originally intended by CONTRACTOR.

25.2 CONTRACTOR shall comply with public records laws embodied in chapter 119, Florida Statutes, and specifically shall:

25.2.1 Keep and maintain public records required by the COUNTY in order to perform the Scope of Services described herein.

25.2.2 Upon request from the County provide the COUNTY with any requested public records or allow the requested records to be inspected or copied within a reasonable time by the COUNTY.

25.2.3 Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term, and thereafter if the CONTRACTOR does not transfer all records to the COUNTY.

25.2.4 Transfer, at no cost, to COUNTY all public records in possession of the CONTRACTOR upon termination of this Agreement and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the COUNTY, upon request from the COUNTY, in a format that is compatible with the information technology systems of the COUNTY. If the CONTRACTOR keeps and maintains public records upon the conclusion of this Agreement, the CONTRACTOR shall meet all applicable requirements for retaining public records that would apply to the COUNTY.

27.2 Notices shall be effective when received at the addresses as specified above. Changes in the respective addresses to which notice is to be directed may be made from time to time to either party by written notice to the other party.

27.3 Nothing contained in this Article shall be construed to restrict the transmission routine communications between representatives of CONTRACTOR and COUNTY.

28.0 Service of Process

As to County: Chairman of the Board of County Commissioners
Jefferson County Florida
435 West Walnut St
Monticello, Fl 32344

As to CONTRACTOR: DSR Consulting and Management LLC

29.0 Contract Administration

29.1 Services of CONTRACTOR shall be under the general direction of the Jefferson County Manager, or their successor, who shall act as the COUNTY's representative during the term of the Agreement.

30.0 Key Personnel

30.1 CONTRACTOR shall notify COUNTY in the event of key personnel changes, which might affect this Agreement. To the extent possible, notification shall be made within ten (10) days prior to changes. CONTRACTOR at COUNTY's request shall remove without consequence to the COUNTY any subcontractor or employee of the CONTRACTOR and replace him/her with another employee having the required skill and experience. COUNTY has the right to reject proposed changes in key personnel. The following personnel shall be considered key personnel: Shamarial Roberson

31.0 Appropriations.

31.1 CONTRACTOR acknowledges that the COUNTY, during any fiscal year, shall not expend money, incur and liability, or enter into any agreement which, by its terms, involves the expenditure of the money in excess of the amounts budgeted as available for expenditure during such discal year. Any agreement, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such agreement. Nothing herein contained shall prevent the making of agreements for a period exceeding one year, but any agreement so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years. Accordingly, the COUNTY's performance and obligation to pay under this agreement is contingent upon annual appropriation.

32.0 Grant Conditions- None

33.0 E-verify and State Provisions

33.1 Consultant certifies that Consultant complies with the following enrollment and verification requirements as set forth in this Article. If the Consultant is not enrolled as a Federal Consultant in E-Verify at time of contract award, the Consultant shall

33.1.1 Enroll. Enroll as a Federal Consultant in E-Verify Programs within thirty (30) days of contract award.

33.1.2 Verify all new employees. Within ninety (90) days of enrollment in the E-Verify program, begin to use E-Verify to initiate verification of employment eligibility of all new hires of the Consultant, who are working in the United States, whether or not assigned to the contract, within three (3) days after the date of hire (but see section 17.3 of this Article); and

33.1.3 Verify employees assigned to the contract. For each employee assigned to the contract, initiate verification within 90 days after date of enrollment.

34.0 Human Trafficking. As a condition precedent to entering into this Agreement and in compliance with Section 787.06(13), Florida Statutes, a duly authorized officer or representative of the Consultant must attest under the penalty of perjury that Consultant does not use coercion for labor or services as defined in Section 787.06, Florida States. The required affidavit is set forth in Exhibit A.

35.0 Countries of Foreign Concern Pursuant to Section 287.138, Florida Statutes, the County cannot knowingly enter into a contract with an entity which would give access to an individuals personal identifying information if the entity is owned, controlled, organized, or operating in a foreign country of concern, which include the People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolas Madura, or the Syrian Arab Republic, including any agency of or any other entity of significant control of such foreign county of concern, and any contracting entity that may be given access to an individuals personal identifying information must have a duly authorized officer or representative attest under the penalty of perjury that said entity is not owned by the government of a foreign country of concern, that the government of a foreign country of concern does not have a controlling interest in the entity, and that the entity is not organized under the laws of nor have its principal place of business in a foreign country of concern. The required affidavit, which must be signed by a duly authorized officer or representative of consultant is attached hereto as Exhibit B.

36.0 Scrutinized Companies Contractor certifies that it is not ineligible to submit a bid or proposal for, or enter into a contract or renewal thereof, with any local government entity as a result of the application of Section 287.135, Fla Stat. In addition, Contractor certifies that it is not on the Scrutinized Companies with Activities in Sudan List, is not on the Scrutinized Companies with Activities in the Iran Petroleum Sector List, and does not have business operations in Cuba or

Syria, and is not participating in a boycott of Israel, as required by Section 287.135 95) Fla Stat. In addition, Contractor understands that this reference allows for termination of this Agreement, at the option of the County, if Contractor is found to have submitted a false certification.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date and year first above written.

(Signature Page Follows)

JEFFERSON COUNTY,
a political subdivision of the State of Florida

Attest:

Trey Hightower, Ex Officio
Clerk to the Board

Ben White, Chairman
Board of County Commissioners

Date Approved by Board: _____

Reviewed as to form:

Evan J. Rosenthal, Esq.

Attest:

CONTRACTOR
a _____ Corporation

By: _____
Corporate Secretary

[Print Name]

[Print Name]

DATE: _____

[Title]

SEAL

DATE: _____

Exhibit A

ANTI-HUMAN TRAFFICKING AFFIDAVIT

DIRECTIONS: All nongovernmental entities that are or potentially will be contracting, renewing or extending contracts with Jefferson County, must have an officer or representative fully execute this affidavit. Note, this is a mandatory requirement of s 787.06(13), Florida Statutes effective July 1, 2024.

I _____ (insert name) as _____ (insert title) on behalf of _____ (insert entity name) under penalty of perjury hereby attest as follows:

1. I am over 21 years of age and have personal knowledge of the matters set forth in this affidavit.
2. _____ (insert entity name) does not use coercion for labor or services as defined in s. 787.06(2)(a), Florida Statutes.
3. More particularly, _____ (insert entity name) does not participate in any of the following actions:
 - a. Using or threatening to use physical force against any person;
 - b. Restraining, isolating or confining or threatening to restrain, isolate or confine any person without lawful authority and against her or his will;
 - c. Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt or the length and nature of the labor or services are not respectively limited and defined;
 - d. Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
 - e. Causing or threatening to cause financial harm to any person;
 - f. Enticing or luring any person by fraud or deceit; or
 - g. Providing a controlled substance as outlined in Schedule I or Schedule II of s. 893.03, Florida Statutes to any person for the purpose of exploitation of that person.

FURTHER AFFIANT SAYETH NAUGHT.

Printed Name:

Title: _____

Nongovernmental entity: _____

Date: _____

STATE OF _____

COUNTY OF _____

SWORN TO AND SUBSCRIBED before me ____ in person or ____ remote notarization by
_____ as _____ on behalf of _____, who is
personally known to me or who produced _____ as identification this _____
day of _____, 202__.

(Notary Seal)

Notary Public

Exhibit B

FOREIGN COUNTRY OF CONCERN AFFIDAVIT

DIRECTIONS: All nongovernmental entities that are or potentially will be contracting, renewing or extending contracts with Jefferson County, must have an officer or representative fully execute this affidavit. Note, this is a mandatory requirement of s 287.138, Florida Statutes, for all entities that may have access to individuals' personal identifying information.

I _____ (insert name) as _____ (insert title) on behalf of _____ (insert entity name) under penalty of perjury hereby attest as follows:

1. I am over 21 years of age and have personal knowledge of the matters set forth in this affidavit.
2. I certify that _____ (insert entity name) ("Vendor"):
 - a. Is not owned by the government of a foreign country of concern;
 - b. A government of a foreign country of concern does not have a controlling interest in Vendor; and
 - c. Is not organized under the laws of nor have its principal place of business in a foreign country of concern.

3. For purposes of this Affidavit, "Foreign Country of Concern" means the People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolás Maduro, or the Syrian Arab Republic, including any agency of or any other entity of significant control of such foreign country of concern.

FURTHER AFFIANT SAYETH NAUGHT.

Printed Name:

Title: _____

Nongovernmental entity: _____

Date: _____

STATE OF _____

COUNTY OF _____

SWORN TO AND SUBSCRIBED before me ____ in person or ____ remote notarization by
_____ as _____ on behalf of
_____, who is personally known to me or who produced
_____ as identification this _____ day of _____, 202__.

Notary Public

(Notary Seal)

FIRE TRUST FUND

Revenues

Account Number	Account Description	Approved 25-26 Budget	Actuals thru 02/28/26	Requested 26-27 Budget	Increase or (Decrease)
19-0000-319.000	FIRE ASSESSMENT REVENUE	\$ 1,398,827	\$ 1,030,335	\$ 1,398,800	\$ (27)
19-4000-342.000	STATE REIMBURSEMENT SUPP COMP	\$ 1,800	\$ 1,800	\$ 600	\$ (1,200)
19-2300-337.010	FIRE TRUCK PURCHASE GRANT - REIMBURSEMENT	\$ -	\$ -	\$ -	\$ -
19-3000-342.000	FIRE INSPECTIONS	\$ 150	\$ -	\$ -	\$ (150)
19-9000-369.000	MISCELLANEOUS REVENUE	\$ -	\$ -	\$ -	\$ -
TOTAL Fire REVENUES		\$ 1,400,777	\$ 1,032,135	\$ 1,399,400	\$ (1,377)

19-369-940.00	Transfer From General Fund	\$ -	\$ -	\$ -	\$ -
Total Revenue		\$ 1,400,777	\$ 1,032,135	\$ 1,399,400	\$ (1,377)

Expenditures

Account Number	Account Description	Approved 25-26 Budget	Actuals thru 02/28/26	Requested 26-27 Budget	Increase or (Decrease)	3% COLA & 10% Ins
19-3211-522.120	FIRE DEPARTMENT SALARIES	\$ 668,763	\$ 212,990	\$ 491,414	\$ (177,349)	\$ 14,742
19-3211-522.122	OVERTIME	\$ 57,870	\$ 92,542	\$ 196,162	\$ 138,292	\$ 5,885
19-3211-522.210	FICA	\$ 55,587	\$ 21,826	\$ 49,080	\$ (6,507)	\$ 1,472
19-3211-522.220	RETIREMENT	\$ 255,702	\$ 102,830	\$ 231,373	\$ (24,329)	\$ 6,941
19-3211-522.230	EMPLOYEE HEALTH INSURANCE	\$ 151,561	\$ 69,347	\$ 138,502	\$ (13,059)	\$ 13,850
19-3211-522.241	WORKERS COMPENSATION INS	\$ 28,902	\$ 7,716	\$ 19,289	\$ (9,613)	\$ 579
19-3211-522.311	PROPERTY APPRAISER SERVICES	\$ 13,988	\$ 6,981	\$ 17,451	\$ 3,463	\$ 43,470
19-3211-522.410	COMMUNICATIONS	\$ 2,100	\$ 1,408	\$ 5,318	\$ 3,218	
19-3211-522.420	POSTAGE	\$ 105	\$ -	\$ 100	\$ (5)	
19-3211-522.430	UTILITIES	\$ 6,825	\$ 1,508	\$ 3,449	\$ (3,376)	
19-3211-522.441	RENTS & LEASES	\$ 554	\$ 424	\$ 1,060	\$ 506	
19-3211-522.460	BUILDING MAINTENANCE	\$ 8,000	\$ 1,174	\$ 19,530	\$ 11,530	
19-3211-522.461	OFFICE EQUIPMENT MAINT	\$ 1,050	\$ -	\$ 1,000	\$ (50)	
19-3211-522.462	FIRE EQUIPMENT MAINT	\$ 12,000	\$ 5,799	\$ 14,497	\$ 2,497	
19-3211-522.463	EQUIP MAINT/PARTS	\$ 8,400	\$ 5,337	\$ 13,342	\$ 4,942	
19-3211-522.491	MISCELLANEOUS EXPENDITURE	\$ 1,050	\$ 387	\$ 25,000	\$ 23,950	
19-3211-522.510	OFFICE SUPPLIES	\$ 68	\$ -	\$ 100	\$ 32	
19-3211-522.520	OPERATING SUPPLIES	\$ 20,180	\$ 3,515	\$ 6,566	\$ (13,614)	
19-3211-522.521	FUEL	\$ 16,383	\$ 4,720	\$ 31,798	\$ 15,415	
19-3211-522.540	EDUCATION	\$ 2,800	\$ 467	\$ 1,168	\$ (1,632)	
19-3211-522.620	WACISSA VOLUNTEERS	\$ 5,000	\$ 3,052	\$ 6,000	\$ 1,000	
19-3211-522.621	LLOYD VOLUNTEERS	\$ 5,000	\$ 2,577	\$ 5,000	\$ -	
19-3211-522.622	MONTICELLO VOLUNTEERS	\$ 5,000	\$ -	\$ 6,000	\$ 1,000	
19-3211-522.623	ASHVILLE VOLUNTEERS	\$ 5,000	\$ 3,621	\$ 6,000	\$ 1,000	
19-3211-522.640	EQUIPMENT/COUNTY FIRE DEPT	\$ 10,000	\$ 9,250	\$ 50,000	\$ 40,000	
19-3211-522.645	FIRE GRANT	\$ -	\$ -	\$ -	\$ -	
19-3211-522.646	FIRE TRUCK PURCHASE GRANT - EXPENSE	\$ -	\$ -	\$ -	\$ -	
19-3211-522.650	MONTICELLO VFD FIRE ASSESS. PORTION	\$ 57,089	\$ 59,128	\$ 59,128	\$ 2,039	
19-3212-522.150	FIREFIGHTERS SUPP COMP	\$ 1,800	\$ 275	\$ 1,073	\$ (727)	
Total Expenses		\$ 1,400,777	\$ 616,873	\$ 1,399,400	\$ (1,377)	

Fire Fund Balance	\$ -
Funds Required from the General Fund	\$ -

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[10480] Advanced Business Systems								
4/23/2026	4/23/2026	479625	3/27/2026	ACCT. # CO27-001 CT3665-01 Copies	34.52	34.52	01-2780-515.441	34.52
3/27/2026	3/27/2026	480335	3/27/2026	ACCT# C027 - CONTRACT #CT2166-01	90.22	90.22	01-2670-519.441	90.22
3/27/2026	3/27/2026	480336	3/27/2026	ACCT# C027 - CONTRACT #CT3625-01 LIBRARY	244.16	244.16	01-6213-571.441	244.16
4/02/2026	4/02/2026	480393	3/27/2026	Acct #C027-002 CT 3325-01 contract copies	44.34	44.34	22-4212-534.440	44.34
3/27/2026	3/27/2026	480463	3/27/2026	ACCT# C027 - CONTRACT #CT3330-01 COURTHOUSE	207.30	207.30	01-2670-519.441	207.30
4/02/2026	4/02/2026	480464	3/27/2026	ACCT. #CO27-003 JCEO printer(s) toner/maintenance	71.39	71.39	01-6302-537.441	71.39
3/26/2026	3/26/2026	480595	3/27/2026	CO27-012 COPIES	115.02	115.02	01-3440-524.441	115.02
3/27/2026	3/27/2026	480785	3/27/2026	ACCT# JC08 CONTRACT# CT3574-01 Judges Office	10.41	10.41	01-2322-516.510	10.41
Total for[10480] Advanced Business Systems					817.36	817.36		817.36
[10920] Animal Medical Clinic								
3/19/2026	3/19/2026	398165	3/27/2026	Acct #4512 xray, exam - Peaches	190.00	190.00	01-4212-562.310	190.00
Total for[10920] Animal Medical Clinic					190.00	190.00		190.00
[10630] Beall Tire Company								
4/02/2026	4/02/2026	1-193160	3/27/2026	Cust #12091 tires 315/80r22.5	187.50	187.50	22-4212-534.520	187.50
Total for[10630] Beall Tire Company					187.50	187.50		187.50
[10250] Big Bend Tire								
4/02/2026	4/02/2026	16072040437	3/27/2026	3-4 Front End Repair	1,803.81	1,803.81	28-3211-526.462 28-3211-526.463	775.00 1,028.81
Total for[10250] Big Bend Tire					1,803.81	1,803.81		1,803.81
[10610] Big Bend-Eubanks Termite & Pest Control Inc								
4/13/2026	4/13/2026	273647	3/27/2026	Acct# 12663 monthly spraying 3/17/26 Lloyd Woman's Club	80.00	80.00	01-2671-519.460	80.00
Total for[10610] Big Bend-Eubanks Termite & Pest Control					80.00	80.00		80.00
[10770] Cintas								
3/19/2026	3/19/2026	4257606092	3/27/2026	Cust #20833644 employee uniforms	106.41	106.41	22-4212-534.341	106.41
3/19/2026	3/19/2026	4262074072	3/27/2026	Cust #20833644 employee uniforms SOLID WASTE	91.75	91.75	22-4212-534.341	91.75
4/02/2026	4/02/2026	4262846773	3/27/2026	Acct #20833644 employee uniforms	91.75	91.75	22-4212-534.341	91.75
Total for[10770] Cintas					289.91	289.91		289.91
[10025] City of Monticello								
3/19/2026	3/19/2026	0226-0204	3/27/2026	Acct #50204 main yard utilities	67.12	67.12	22-4212-534.430	67.12
3/19/2026	3/19/2026	0226-0206	3/27/2026	Acct #50206 office utilities	85.21	85.21	22-4212-534.430	85.21
Total for[10025] City of Monticello					152.33	152.33		152.33
[14011] Doodie Calls LLC								
3/19/2026	3/19/2026	115535	3/27/2026	Cust #C1485 lloyd site	85.00	85.00	22-4212-534.440	85.00
3/19/2026	3/19/2026	115536	3/27/2026	Cust #C1485 wacissa site	85.00	85.00	22-4212-534.440	85.00
3/19/2026	3/19/2026	115537	3/27/2026	Cust #C1485 nash site	85.00	85.00	22-4212-534.440	85.00
3/19/2026	3/19/2026	115538	3/27/2026	Cust #C1485 new monticello site	85.00	85.00	22-4212-534.440	85.00
3/19/2026	3/19/2026	115539	3/27/2026	Cust #C1485 aucilla site	85.00	85.00	22-4212-534.440	85.00
3/19/2026	3/19/2026	115540	3/27/2026	Cust #C1485 bassett site	85.00	85.00	22-4212-534.440	85.00

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3/19/2026	3/19/2026	115541	3/27/2026	Cust #C1485 main yard site	85.00	85.00	22-4212-534.440	85.00
3/19/2026	3/19/2026	115542	3/27/2026	Cust #C1485 pinkney hill site	85.00	85.00	22-4212-534.440	85.00
3/19/2026	3/19/2026	115547	3/27/2026	Cust #C1485 fulford site	85.00	85.00	22-4212-534.440	85.00
Total for[14011] Doodie Calls LLC					765.00	765.00		765.00
[10130] Duke Energy								
3/30/2026	3/30/2026	0326-0324	3/27/2026	acct# 910085450324	1,408.19	1,408.19	01-2671-519.430	1,408.19
3/27/2026	3/27/2026	0326-2968	3/27/2026	ACCT# 9300 0001 2968 REC PARK	172.94	172.94	01-6101-572.430	172.94
3/30/2026	3/30/2026	0326-9785	3/27/2026	acct# 910085449785 MC	418.49	418.49	01-4216-534.430	418.49
Total for[10130] Duke Energy					1,999.62	1,999.62		1,999.62
[10215] EMS Management & Consultants Inc								
3/19/2026	3/19/2026	EMS-023839	3/27/2026	Patient Billing	4,739.02	4,739.02	28-3211-526.320	4,739.02
Total for[10215] EMS Management & Consultants Inc					4,739.02	4,739.02		4,739.02
[10555] GCL MONTICELLO								
3/19/2026	3/19/2026	189812	3/27/2026	Cust #300166 paint marker, drill set, bolts-haz waste shed	55.16	55.16	22-4212-534.520	55.16
Total for[10555] GCL MONTICELLO					55.16	55.16		55.16
[11330] GREAT AMERICA FINANCIAL SERVICES								
3/27/2026	3/27/2026	41502713	3/27/2026	AGREEMENT# 022-3094392-000 FIRE/RESCUE	188.00	188.00	19-3211-522.441 28-3211-526.441	94.00 94.00
3/27/2026	3/27/2026	41530889	3/27/2026	Agreement# 020-1868367-00 - CFLG66670	172.00	172.00	01-2102-513.525	172.00
Total for[11330] GREAT AMERICA FINANCIAL SERVICES					360.00	360.00		360.00
[12741] Lumen-CenturyLink								
3/27/2026	3/27/2026	768695898	3/27/2026	ACCT# 91309765	511.70	511.70	01-2333-516.410	511.70
3/27/2026	3/27/2026	776499162	3/27/2026	Acct# 90902538	193.79	193.79	01-2670-519.410	193.79
3/27/2026	3/27/2026	776633323	3/27/2026	ACCT# 91309765 Public Defender Office	511.70	511.70	01-2333-516.410	511.70
3/27/2026	3/27/2026	776644751	3/27/2026	Acct# 91696824 CLERK OF COURTS	486.70	486.70	01-2670-519.410	486.70
3/27/2026	3/27/2026	776644751	3/27/2026	Acct# 91296824	486.70	486.70	01-2670-519.410	486.70
Total for[12741] Lumen-CenturyLink					2,190.59	2,190.59		2,190.59
[10440] Monticello Carquest Inc.								
3/19/2026	3/19/2026	10338-351908	3/27/2026	Cust #263 truefuel, bar & chain oil	32.41	32.41	22-4212-534.521	32.41
3/19/2026	3/19/2026	10338-352291	3/27/2026	Cust #263 lawn mower, weed eaters service kits	165.21	165.21	22-4212-534.520	165.21
4/02/2026	4/02/2026	10338-352789	3/27/2026	CUST. #262 Air filter for Brush 11	15.58	15.58	19-3211-522.463	15.58
4/02/2026	4/02/2026	10338-352873	3/27/2026	Acct #263 weedeater line trimmer (credit memo 10338-352906)	35.00	35.00	22-4212-534.520	35.00
Total for[10440] Monticello Carquest Inc.					248.20	248.20		248.20
[12095] Pitney Bowes Global Financial Services								
4/23/2026	4/23/2026	3107700332	3/27/2026	ACCT. # 0016224117 Lease Pitney Bowes Machine Planning & Building	181.80	181.80	01-2780-515.441 01-3440-524.441	90.90 90.90
Total for[12095] Pitney Bowes Global Financial Services					181.80	181.80		181.80
[12737] Pro Chem Inc								
4/02/2026	4/02/2026	211113	3/27/2026	lemon solv - kennel cleaning supplies	242.20	242.20	01-4212-562.520	242.20
Total for[12737] Pro Chem Inc					242.20	242.20		242.20

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[12743] Site Truck Services LLC								
4/02/2026	4/02/2026	2759	3/27/2026	left front spring and replace bushings, fuel leak G-2	5,023.11	5,023.11	22-4212-534.462	5,023.11
4/02/2026	4/02/2026	2765	3/27/2026	camera inoperable, rear axle wheel seals and brake shoes, front rear axle input seal, replace door latch FL-1	7,445.89	7,445.89	22-4212-534.462	7,445.89
Total for[12743] Site Truck Services LLC					12,469.00	12,469.00		12,469.00
[11500] SOUTH GA LOW COST SPAY & NEUTER CLINIC								
8/22/2025	3/27/2026	2323581	3/27/2026	Duke neuter 7/25/25	67.00	67.00	01-4212-562.492	67.00
9/30/2025	3/27/2026	2337721	3/27/2026	Gray Quail #2 cat spay 9/3/25, Lilah dog spay 9/9/25, Quaila (Quail) #3 cat spay 9/9/25, Diesel dog neuter 9/12/25, Quail Mate cat neuter 9/17/25 & Tom cat neuter 9/24/25	234.00	234.00	01-4212-562.492	234.00
Total for[11500] SOUTH GA LOW COST SPAY & NEUTER					301.00	301.00		301.00
[10225] Tower Compactor Rentals								
4/02/2026	4/02/2026	26-10343	3/27/2026	Cust #JEF003 main yard compactor	474.97	474.97	22-4212-534.441	474.97
4/02/2026	4/02/2026	26-10344	3/27/2026	Cust #JEF003 new monticello compactor	474.97	474.97	22-4212-534.441	474.97
4/02/2026	4/02/2026	26-10345	3/27/2026	Cust #JEF003 nash compactors	949.94	949.94	22-4212-534.441	949.94
4/02/2026	4/02/2026	26-10358	3/27/2026	Cust #JEF003 wacissa compactor	474.97	474.97	22-4212-534.441	474.97
4/02/2026	4/02/2026	26-10368	3/27/2026	Cust #JEF003 fulford compactor	474.97	474.97	22-4212-534.441	474.97
4/02/2026	4/02/2026	26-10369	3/27/2026	Cust #JEF003 aucilla compactor	474.97	474.97	22-4212-534.441	474.97
4/02/2026	4/02/2026	26-10373	3/27/2026	Cust #JEF003 lloyd compactor	949.94	949.94	22-4212-534.441	949.94
Total for[10225] Tower Compactor Rentals					4,274.73	4,274.73		4,274.73
[10520] TRI-COUNTY ELECTRIC COOPE								
4/02/2026	4/02/2026	01/0226-2908	3/27/2026	ACCT. #542908 AVFD Power	86.13	86.13	19-3211-522.623	86.13
4/02/2026	4/02/2026	0226-1796	3/27/2026	Acct #521796 pinkney hill utilities	76.12	76.12	22-4212-534.430	76.12
4/02/2026	4/02/2026	0326-0024	3/27/2026	Acct #550024 aucilla utilities	53.13	53.13	22-4212-534.430	53.13
4/02/2026	4/02/2026	0326-0382	3/27/2026	Acct #550382 - utilities fulford	103.46	103.46	22-4212-534.430	103.46
4/02/2026	4/02/2026	0326-2888	3/27/2026	Acct #562888 aucilla utilities	56.81	56.81	22-4212-534.430	56.81
4/02/2026	4/02/2026	0326-6669	3/27/2026	Acct #516669 wacissa utilities	135.89	135.89	22-4212-534.430	135.89
4/02/2026	4/02/2026	0326-9783	3/27/2026	Acct #569783 lloyd utilities	201.27	201.27	22-4212-534.430	201.27
Total for[10520] TRI-COUNTY ELECTRIC COOPE					712.81	712.81		712.81
[10465] UniFirst Corporation								
3/19/2026	3/19/2026	3050083814	3/27/2026	Cust #1237569 employee uniforms	65.94	65.94	22-4212-534.341	65.94
3/19/2026	3/19/2026	3050085460	3/27/2026	Cust #1237569 employee uniforms	39.71	39.71	22-4212-534.341	39.71
3/19/2026	3/19/2026	3050085977	3/27/2026	Cust #1237569 employee uniforms	83.75	83.75	22-4212-534.341	83.75
4/02/2026	4/02/2026	3050086479	3/27/2026	Cust #1237569 employee uniforms	83.75	83.75	22-4212-534.341	83.75
4/02/2026	4/02/2026	3050086911	3/27/2026	Cust #1237569 employee uniforms	83.75	83.75	22-4212-534.341	83.75
4/02/2026	4/02/2026	3050086924	3/27/2026	Cust# 1311916	277.51	277.51	01-2670-519.520	277.51
Total for[10465] UniFirst Corporation					634.41	634.41		634.41
[10255] Verizon Wireless								
3/27/2026	3/27/2026	6131830388	3/27/2026	AccT# 842179031-00001 - 11/24-12/23-2025	36.07	36.07	01-2333-516.410	36.07
3/27/2026	3/27/2026	6134336238	3/27/2026	AccT# 842179031-00001 - 12/24/25-1/23/2026	36.07	36.07	01-2333-516.410	36.07

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3/27/2026	3/27/2026	6136841050	3/27/2026	Acct# 842179031-00001 - 01/24/2026-02/23/2026 Public Defender Office	36.07	36.07	01-2333-516.410	36.07
Total for[10255] Verizon Wireless					108.21	108.21		108.21
Report Total					32,802.66	32,802.66		32,802.66

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[12070] Jefferson County Clerk of Court								
4/01/2026	4/01/2026	FY26RQ07	4/01/2026	FY2026 Budget - April 2026	46,250.00	46,250.00	01-2320-513.930	46,250.00
Total for[12070] Jefferson County Clerk of Court					46,250.00	46,250.00		46,250.00
[12919] Jefferson County Emergency Management Office								
4/01/2026	4/01/2026	FY26Q3EOC	4/01/2026	April-June 2026 Q3 Requisition	49,917.95	49,917.95	01-3101-521.132 01-3101-521.133 01-3101-521.136 01-3101-521.138	26,451.50 12,063.95 2,500.00 8,902.50
Total for[12919] Jefferson County Emergency Management					49,917.95	49,917.95		49,917.95
[12526] Jefferson County Property Appraiser								
4/01/2026	4/01/2026	FY26BA3PA	4/01/2026	Property Appraiser Budget - Budget Amendment 3	30,000.00	30,000.00	01-2211-513.930	30,000.00
4/01/2026	4/01/2026	FY26RQ3PA	4/01/2026	FY2026 Budget - 3rd Quarter BOCC, Road Improvements, Fire Assessment & Solid Waste Assessment	241,548.50	241,548.50	01-2211-513.930 19-3211-522.311 22-4212-534.342	234,227.00 3,490.00 3,831.50
Total for[12526] Jefferson County Property Appraiser					271,548.50	271,548.50		271,548.50
[10000] Jefferson County Sheriff's Office								
4/01/2026	4/01/2026	FY26RQ07	4/01/2026	FY2026 Budget - April 2026 LEO/Traffic/Court Security/911/Dispatch/Corrections	620,676.65	620,676.65	01-3101-521.930 23-2911-521.931	612,673.15 8,003.50
Total for[10000] Jefferson County Sheriff's Office					620,676.65	620,676.65		620,676.65
[10030] Supervisor of Elections								
4/01/2026	4/01/2026	FY26RQ07	4/01/2026	FY2026 Budget - April 2026	46,990.30	46,990.30	01-2440-519.930	46,990.30
Total for[10030] Supervisor of Elections					46,990.30	46,990.30		46,990.30
Report Total					1,035,383.40	1,035,383.40		1,035,383.40

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[12790] AccuFund Inc								
4/02/2026	4/02/2026	202616312	4/02/2026	Acct# JCOCC875	5,520.00	5,520.00	01-2104-513.525	5,520.00
Total for[12790] AccuFund Inc					5,520.00	5,520.00		5,520.00
[10405] Amazon Capital Services								
4/16/2026	4/16/2026	1JVG-7JPH-71XP	4/02/2026	Acct# A24CGM0G5G9870	35.99	35.99	01-2322-516.510	35.99
4/16/2026	4/16/2026	1NPK-T19N-7WR4	4/02/2026	Acct# A24CGM0G5G9870	279.98	279.98	01-2322-516.510	279.98
4/16/2026	4/16/2026	1NPK-T19N-JQWH	4/02/2026	Acct# A24CGM0G5G9870	113.94	113.94	01-2780-515.510	18.99
							01-3440-524.510	18.99
							01-4212-562.520	18.99
							01-6101-572.510	18.99
							01-6213-571.510	18.99
							22-4212-534.510	18.99
Total for[10405] Amazon Capital Services					429.91	429.91		429.91
[10920] Animal Medical Clinic								
4/02/2026	4/02/2026	398434	4/02/2026	Acct #4512 xray, exam - Sunshine (orange cat)	190.00	190.00	01-4212-562.310	190.00
Total for[10920] Animal Medical Clinic					190.00	190.00		190.00
[12325] ARTEZIA WATER								
4/02/2026	4/02/2026	0656999	4/02/2026	ACCT# 302577 - PUBLIC DEFENDERS OFFICE	32.00	32.00	01-2333-516.341	32.00
Total for[12325] ARTEZIA WATER					32.00	32.00		32.00
[10530] ECB PUBLISHING INC								
4/16/2026	4/16/2026	34987	4/02/2026	Code Enforcement Special Magistrate Hearings Legal Notice	370.32	370.32	01-2780-515.490	370.32
Total for[10530] ECB PUBLISHING INC					370.32	370.32		370.32
[10640] ESO Solutions, Inc.								
4/02/2026	4/02/2026	ESO-194323	4/02/2026	Cardiac Monitor Integration	2,389.68	2,389.68	28-3211-526.320	2,389.68
4/02/2026	4/02/2026	ESO-194324	4/02/2026	Connection and Bidirectional exchange	246.53	246.53	28-3211-526.320	246.53
Total for[10640] ESO Solutions, Inc.					2,636.21	2,636.21		2,636.21
[10345] FLOCK SAFETY GROUP INC								
4/02/2026	4/02/2026	INV-87889	4/02/2026	Inv INV-87889 - Flock Safety LPR	12,000.00	12,000.00	14-3101-521.931	12,000.00
Total for[10345] FLOCK SAFETY GROUP INC					12,000.00	12,000.00		12,000.00
[14154] Gilmore								
4/02/2026	4/02/2026	0213977	4/02/2026	Cust# GSA-10579 - Shredding Public Defender	65.00	65.00	01-2333-516.341	65.00
Total for[14154] Gilmore					65.00	65.00		65.00
[10890] iWorQ								
4/16/2026	4/16/2026	215602	4/02/2026	GIS updates March 2026-Oct 2026	2,166.67	2,166.67	01-2780-515.520	2,166.67
Total for[10890] iWorQ					2,166.67	2,166.67		2,166.67
[12350] Logan Roofing								
4/02/2026	4/02/2026	LR-3776-1	4/02/2026	Roof Inspection	420.00	420.00	01-6213-571.460	420.00
Total for[12350] Logan Roofing					420.00	420.00		420.00
[11295] Monticello Milling Co.								
4/02/2026	4/02/2026	15569	4/02/2026	dog feed kennels	116.00	116.00	01-4212-562.520	116.00
Total for[11295] Monticello Milling Co.					116.00	116.00		116.00

Jefferson County Board of County Commissioners

Accounts Payable Status with Accounting Distribution by Vendor

<u>Invoice Date</u>	<u>Activity Date</u>	<u>Invoice</u>	<u>Due Date</u>	<u>Description</u>	<u>Original Amount</u>	<u>Amount Owed</u>	<u>Accounting Distribution</u>	<u>Distribution Amount</u>
[12969] Pop's Sanitation Services LLC								
3/27/2026	3/27/2026	0426-2850	4/02/2026	EXTRA CAN COURTHOUSE	10.00	10.00	01-2670-519.441	10.00
Total for[12969] Pop's Sanitation Services LLC					10.00	10.00		10.00
[10340] Restoration Assistance, Inc.								
4/02/2026	4/02/2026	RAI-2026-02	4/02/2026	February 2026 Tyson landfill inspection	2,250.00	2,250.00	22-4212-534.315	2,250.00
Total for[10340] Restoration Assistance, Inc.					2,250.00	2,250.00		2,250.00
[10305] Right Way Welding & Fabrication LLC								
4/02/2026	4/02/2026	3983	4/02/2026	repair 2 - 8 yd & 2 - 6 yd containers	4,729.15	4,729.15	22-4212-534.463	4,729.15
Total for[10305] Right Way Welding & Fabrication LLC					4,729.15	4,729.15		4,729.15
[10350] Ring Power Corporation*								
4/02/2026	4/02/2026	02WL1330274	4/02/2026	Cust #024323 forklift - repair braking system, hydraulic hoses	2,297.77	2,297.77	22-4212-534.462	2,297.77
Total for[10350] Ring Power Corporation*					2,297.77	2,297.77		2,297.77
[13001] Springshare LLC								
4/02/2026	4/02/2026	26-R1480	4/02/2026	Libstaffer license Renewal	2,023.00	2,023.00	01-6213-571.525	2,023.00
Total for[13001] Springshare LLC					2,023.00	2,023.00		2,023.00
[11450] USA OIL LLC								
4/02/2026	4/02/2026	46541	4/02/2026	140 gallons recycled oil, 1 drum oil filters	400.00	400.00	22-4212-534.521	400.00
Total for[11450] USA OIL LLC					400.00	400.00		400.00
Report Total					35,656.03	35,656.03		35,656.03



Prepared For

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

COURTHOUSE RM 10

MONTICELLO, FL 32344

(850) 997-3596

JESSE.LOVETT@JCSO-FL.ORG

Prepared By

THOMAS SLAY

Beard Equipment Company

7566 W Tennessee Street

Tallahassee, FL 32304

8502510741

tslay@beardequipment.com

Quote Id 1171376

Creation Date 02-Oct-2025

Expiration Date 31-Mar-2025

Customer Notes

John Deere
Heavy construction equipment

#011723-JDC
Maturity Date: 4/14/2027

Quote Summary

Equipment Summary	Suggested List	Selling Price	QTY In Group	Extended
New 2025 JOHN DEERE 85 PTier Excavator 8230FF-1FF085PAESJ002968	\$199,220.00	\$156,500.00	1	\$156,500.00
Equipment Total				\$156,500.00

Quote Summary

Total Selling Price	\$156,500.00
Sub-total	\$156,500.00
Balance Due	\$156,500.00

Salesperson : X _____

Accepted By : X _____



Selling Equipment

Quote # 1171376
Customer JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

New 2025 JOHN DEERE 85 PTier Excavator 8230FF

QTY In Group : 1

Hours	1	Suggested List
Serial Number	1FF085PAESJ002968	\$199,220.00
Stock Number	599354	Selling Price
PUK Parent Serial #	- - -	\$156,500.00

Equipment Summary

Code	Description	Qty	List Price	Adjusted Selling Price
8230FF	85 PTier Excavator	1	\$168,349.00	\$168,349.00

Base / Options

Code	Description	Qty	List Price	Adjusted Selling Price
0202	Destination Code United States	1	\$0.00	\$0.00
0259	English Customer Delivery Packet	1	\$0.00	\$0.00
0402	Configuration 2	1	\$3,121.00	\$3,121.00
Total Base / Options			\$171,470.00	\$171,470.00

Dealer Attachments

Code	Description	Qty	List Price	Adjusted Selling Price
	CMP Rotator with Tilt and 48" Bucket Serial Number: - - - Stock Number: - - -	1	\$15,000.00	\$0.00
	Diverter Valve Serial Number: - - - Stock Number: - - -	1	\$2,500.00	\$0.00
	24" Bucket with Teeth Serial Number: - - - Stock Number: - - -	1	\$1,800.00	\$0.00
	Hydraulic THumb Serial Number: - - - Stock Number: - - -	1	\$4,950.00	\$0.00
	Installation of CMP Rotator Serial Number: - - - Stock Number: - - -	1	\$3,500.00	\$0.00
Total Dealer Attachments			\$27,750.00	\$0.00

Customer Discounts



JOHN DEERE

Description	Discount Amount
Customer Discount	(\$14,970.00)
Total Discounts	(\$14,970.00)
Selling Price Subtotal	\$156,500.00
Total Selling Price	\$199,220.00



JOHN DEERE
FINANCIAL

WHY FINANCE WITH JOHN DEERE FINANCIAL?

Whether you're running a farm, managing a business, or maintaining your property, John Deere Financial is here to support you. With decades of experience and deep knowledge of John Deere equipment, we offer flexible financing solutions tailored to your needs, your goals, and your budget. From large-scale ag producers to commercial contractors to homeowners, we make it easier to own and operate the equipment you trust, with competitive rates and terms that work for you.

For generations, we've stood by our customers with reliable financing and long-term commitment. With John Deere Financial, your financing works as hard and reliably as your equipment, because we believe in building lasting relationships that grow with you.

CONVENIENT

- Multiple finance solutions for the products and services you need.
- Enjoy a seamless experience with eStatements, easy account management through My Financial Accounts, secure eSignature options, and fast approvals—saving you time and simplifying your financial life.

COMPETITIVE

- Customized solutions — help choosing the best financial mix to support your needs.
- Unmatched industry expertise.
- Tailored terms, flexible payments, and cost-effective maintenance plans.

COMMITTED

- Here for you in good times and in bad - we'll find solutions to keep you in your equipment and on track for future success.
- As a finance company owned and operated by John Deere, we are focused on products built by John Deere.

INSIGHTFUL

- Customer service team that thoroughly understands your industry and the challenges customers face.
- Financing solutions for real life.



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finance products.*

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To apply online today!



January 13, 2026

Informal Memorandum Re: Use of Tourist Development Tax Funds

From: Evan Rosenthal, County Attorney

To: Jefferson County BOCC

We have researched the following proposed uses of tourist development tax (“TDT”) funds: (1) for a stage to be used to support events like the Watermelon Festival and Monticello Christmas and/or for maps, brochures, or similar materials related to these events, and (2) for a fireworks demonstration to be associated with the County’s July 4th celebration for the nation’s 250th birthday.

Unfortunately there is not a clear “yes or no” answer to these questions, as these are uses that are not specifically listed in the tourist development tax statute and there is no case law or attorney general opinions directly on point. The statute which governs the use of TDT funds (Section 125.0104(5)(a), Fla. Stat.), sets forth the allowable uses of TDC funds. For purposes of this inquiry, only one of the statutorily enumerated uses is relevant:

3. To promote and advertise tourism in this state and nationally and internationally; **however, if tax revenues are expended 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;**

Significantly, the statute also provides that “[a]ny use of the local option tourist development tax revenues collected pursuant to this section for a purpose not expressly authorized by [this section] is expressly prohibited.” In other words, unless the use is clearly authorized by the statute, it is not allowed.

While I indicated that we were unable to find any case law or attorney general opinions directly on point, in considering whether other proposed projects are sufficiently tourist related, the attorney general has opined on several occasions that this question is a “factual determination which must be made by the legislative and governing body of the county founded upon appropriate legislative findings and due consideration of the peculiar and prevailing local conditions and needs.” See Ops. Att’y Gen. Fla. 98-74 (1998), 97-48 (1997), 92-66 (1992), 87-16 (1987), and 83-18 (1983).

Based on the foregoing, the issue is whether the events in question (the 250 Celebration, Watermelon Festival, Monticello Christmas) have “as one of their main purposes the attraction of tourists as evidenced by the promotion of the activity, service, venue, or event to tourists.” If the County wants to proceed with using TDT funds for any or all of these

uses, it will be extremely important for the County to make written findings in a resolution approved by the BOCC to this effect. The most important piece of supporting evidence demonstrating the requisite connection to tourism is expenditures of County funds advertising these events (i.e. the 250 Celebration, Watermelon Festival, Monticello Christmas) in other markets in an effort to attract tourists to come to Jefferson County. In other words, if the County can state that it has spent (or will spend) \$X on advertising these events in out of County markets, this helps establish that tourist attraction is a primary purpose of these events. It would also be helpful if the County can cite to data regarding out of County tourism for these events in prior years. For example, if the County has data showing how many out of County visitors typically come to the County for the July 4 celebration, Monticello Christmas, or the Watermelon Festival, this will also help to demonstrate the required tourism nexus.

Board of County Commissioners

Agenda Request

Date of Meeting: April 2, 2026
Date Submitted: March 27, 2026
To: Honorable Chairman and Members of the Board
From: Kristy Anderson, EM Director
Subject: Message Board Big Bend Healthcare Coalition Grant Award

Statement of Issue:

This agenda item provides the JCBOCC with information related to the Big Bend Healthcare Coalition Grant award for a variable message board.

Background:

During recent EOC activations for Hurricanes Helene, Debby, and Idalia, real-time information was lacking in Jefferson County. These items included where to find distribution points, sheltering, etc. Real-time information will reduce confusion and increase compliance with public health directives during emergencies. Reaching underserved and rural populations with critical information during events is paramount for life safety.

Analysis:

The Jefferson County Health Department, along with the Jefferson County Emergency Management Office, sought this grant to assist the public. Jefferson County BOCC will receive 100% reimbursement from this grant. No match is required.

Options:

1. Approve as Recommended
2. Deny
3. Board Direction

Recommendation:

Option # _____

Attachments:

1. Project Award Document
2. Invoice
Vendor W-9

2026-2027 BUDGET WORKSHEET

Mosquito Control

Fund	Account Number	REVENUES	2025-2026		2026-2027	
			Approved 25-26 Budget	Actuals thru 02/28/26	Requested 26-27 Budget	Increase or (Decrease)
General	01-343-450.01	MOSQUITO CONTROL STATE GRANT	\$ 67,479	\$ -	\$ 67,479	\$ -
Total Revenues			\$ 67,479	\$ -	\$ 67,479	\$ -

Fund	Account Number	REVENUES	Approved 25-26 Budget	Actuals thru 02/28/26	Requested 26-27 Budget	Increase or (Decrease)
General	01-4216-534.120	Mosq Control/Local Salary	\$ 21,244	\$ 764	\$ 21,244	\$ -
General	01-4216-534.210	Mosq Control/Local FICA	\$ 1,625	\$ 58	\$ 1,625	\$ -
General	01-4216-534.220	Mosq Control/Local Ret.	\$ 2,896	\$ 69	\$ 2,896	\$ -
General	01-4216-534.240	Mosq Control/Local W/C	\$ 2,124	\$ 466	\$ 2,124	\$ -
General	01-4216-534.410	Communications	\$ 500	\$ 132	\$ 500	\$ -
General	01-4216-534.430	Utilities	\$ 3,702	\$ 1,024	\$ 3,702	\$ -
General	01-4216-534.521	Gas/Oil	\$ 2,909	\$ 82	\$ 2,909	\$ -
MOSQUITO/LOCAL BUDGET			\$ 35,000	\$ 2,595	\$ 35,000	\$ -

Fund	Account Number	REVENUES	Approved 25-26 Budget	Actuals thru 02/28/26	Requested 26-27 Budget	Increase or (Decrease)
General	01-4217-534.123	Mosq Control/State Salary	\$ 24,200	\$ 11,366	\$ 24,200	\$ -
General	01-4217-534.210	Mosq Control/State FICA	\$ 1,851	\$ 851	\$ 1,851	\$ -
General	01-4217-534.220	Mosq Control/State Ret.	\$ 3,299	\$ 1,566	\$ 3,299	\$ -
General	01-4217-534.240	Health Ins	\$ 2,420	\$ 1,683	\$ 2,420	\$ -
General	01-4217-534.430	Mosq Control/State W/C	\$ -	\$ -	\$ -	\$ -
General	01-4217-534.460	Maintenance & Repairs	\$ 4,500	\$ 702	\$ 4,500	\$ -
General	01-4217-534.490	Advertising	\$ 3,000	\$ -	\$ 3,000	\$ -
General	01-4217-534.510	Office Supplies	\$ 500	\$ -	\$ 500	\$ -
General	01-4217-534.520	Operating Supplies	\$ 3,000	\$ -	\$ 3,000	\$ -
General	01-4217-534.522	Chemicals	\$ 11,120	\$ -	\$ 11,120	\$ -
General	01-4217-534.524	MISC Supplies - State	\$ 6,989	\$ -	\$ 6,989	\$ -
General	01-4217-534.525	Tools & Implements	\$ 5,500	\$ 83	\$ 5,500	\$ -
General	01-4217-534.540	Training	\$ 1,100	\$ 290	\$ 1,100	\$ -

MOSQUITO/STATE BUDGET \$ 67,479 \$ 16,541 \$ 67,479 \$ -

Total Expenses \$102,479 \$19,136 \$102,479 \$-

Funds Required from the General Fund \$ 35,000

**JEFFERSON COUNTY
NOTICE OF INTENT TO AWARD**

Solicitation Title: Professional Cleaning Services
RFP 2026-03

Advertised: Jefferson County Website

Number of proposals received: 4

The following contractors responded with proposals:
Mitchell Brothers En Route LLC
New Century Cleaning Services
Classic Cleaning Professionals
Coverall

INTENDED AWARD: Mitchell Brothers En Route LLC DBA Mitchell
Landscaping & Lawn Care

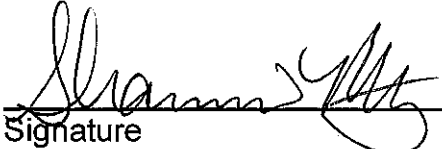
RIGHT TO PROTEST:

Any award recommendation may be protested on the grounds of irregularities in the specifications, procurement procedure, or the evaluation of the procurement by filing a Notice of Intent to Challenge. Such Notice of Intent to Challenge shall be filed in writing with the County Manager, Attention: Shannon Metty, smetty@jeffersoncountyfl.gov **within 72 consecutive hours** after posting of this Notice of Intent to Award. The protestor shall thereafter be required to file a formal written procurement challenge within 5 business days of the posting of this Notice of Intent to Award. Protestors must consult the Jefferson County Purchasing Policy for required information that must be included in the Notice of Intent to Challenge and formal written procurement challenge and for the applicable procurement challenge bond that must be submitted along with the written procurement challenge. Failure to file a Notice of Intent to Challenge and formal written procurement challenge along with the appropriate procurement challenge bond within the timeframes provided herein shall constitute a waiver of all rights granted under the Jefferson County Purchasing Policy.

POSTING IS VALID FOR 72 CONSECUTIVE HOURS FROM THE DATE AND TIME STATED BELOW.

CERTIFICATIONS:

I certify that the above statements are correct. I further certify that this award is in accordance with the Jefferson County Purchasing Policy and applicable Florida Statutes.



Signature

County Manager

Title

Shannon Metty

Name (Typed/Printed)

3/23/2026 4:00

Date and Time of Posting

**JEFFERSON COUNTY
NOTICE OF INTENT TO AWARD**

Solicitation Title: SHIP Administrative Services
RFP 2025-14

Advertised: Jefferson County Website

Number of proposals received: 1

The following contractors responded with proposals:
DSR Consulting and Management, LLC

INTENDED AWARD: DSR Consulting and Management, LLC

RIGHT TO PROTEST:

Any award recommendation may be protested on the grounds of irregularities in the specifications, procurement procedure, or the evaluation of the procurement by filing a Notice of Intent to Challenge. Such Notice of Intent to Challenge shall be filed in writing with the County Manager, Attention: Shannon Metty, smetty@jeffersoncountyfl.gov **within 72 consecutive hours** after posting of this Notice of Intent to Award. The protestor shall thereafter be required to file a formal written procurement challenge within 5 business days of the posting of this Notice of Intent to Award. Protestors must consult the Jefferson County Purchasing Policy for required information that must be included in the Notice of Intent to Challenge and formal written procurement challenge and for the applicable procurement challenge bond that must be submitted along with the written procurement challenge. Failure to file a Notice of Intent to Challenge and formal written procurement challenge along with the appropriate procurement challenge bond within the timeframes provided herein shall constitute a waiver of all rights granted under the Jefferson County Purchasing Policy.

POSTING IS VALID FOR 72 CONSECUTIVE HOURS FROM THE DATE AND TIME STATED BELOW.

CERTIFICATIONS:

I certify that the above statements are correct. I further certify that this award is in accordance with the Jefferson County Purchasing Policy and applicable Florida Statutes.



Signature

County Manager

Title

Shannon Metty

Name (Typed/Printed)

3/27/2026, 9:30AM

Date and Time of Posting

2026-2027 BUDGET WORKSHEET

Planning

Fund	Account Number	REVENUES	2025-2026		2026-2027	
			Approved 25-26 Budget	Actuals thru 02/28/26	Requested 26-27 Budget	Increase or (Decrease)
General	01-0000-321.000	Home Occup & Business Lic	\$ 2,200	\$ -	\$ 2,200	\$ -
General	01-1000-329.000	DEVELOPMENT CODE PERMITS	\$ 79,000	\$ 18,636	\$ 79,000	\$ -
Total Revenues			\$ 81,200	\$ 18,636	\$ 81,200	\$ -

Fund	Account Number	Expenditure	Approved 25-26 Budget	Actuals thru 02/28/26	Requested 26-27 Budget	Increase or (Decrease)	3% COLA & 10% Ins
General	01-2780-515.120	COUNTY PLANNING - SALARY	\$ 174,498	\$ 67,669	\$ 113,027	\$ (61,471)	\$ 3,391
General	01-2780-515.210	FICA	\$ 13,349	\$ 5,142	\$ 8,647	\$ (4,702)	\$ 259
General	01-2780-515.220	RETIREMENT	\$ 24,482	\$ 9,494	\$ 15,360	\$ (9,122)	\$ 461
General	01-2780-515.230	EMPLOYEE HEALTH INS.	\$ 49,671	\$ 4,197	\$ 11,876	\$ (37,795)	\$ 1,188
General	01-2780-515.240	WORKERS COMPENSATION INS	\$ 3,134	\$ -	\$ 4,408	\$ 1,274	\$ 132
General	01-2780-515.310	CONSULTANT FEES	\$ 150,000	\$ 11,132	\$ 145,000	\$ (5,000)	\$ 5,431
General	01-2780-515.340	JANITORIAL SERVICES	\$ 2,400	\$ 846	\$ 2,400	\$ -	
General	01-2780-515.410	COMMUNICATIONS	\$ 1,000	\$ 733	\$ 1,000	\$ -	
General	01-2780-515.420	POSTAGE	\$ 1,500	\$ 2,074	\$ 1,500	\$ -	
General	01-2780-515.430	UTILITIES	\$ 2,500	\$ 2,194	\$ 2,500	\$ -	
General	01-2780-515.441	RENTS & LEASES	\$ 3,775	\$ 543	\$ 3,775	\$ -	
General	01-2780-515.460	BUILDING MAINTENANCE	\$ -	\$ -	\$ -	\$ -	
General	01-2780-515.461	OFFICE EQUIPMENT MAINT	\$ -	\$ 100	\$ -	\$ -	
General	01-2780-515.490	LEGAL ADVERTISING	\$ 1,200	\$ 607	\$ 1,200	\$ -	
General	01-2780-515.510	OFFICE SUPPLIES	\$ 1,200	\$ 20	\$ 1,200	\$ -	
General	01-2780-515.511	COMPUTER SUPPORT	\$ -	\$ -	\$ -	\$ -	
General	01-2780-515.520	OPERATING SUPPLIES	\$ 2,500	\$ 5,537	\$ 7,500	\$ 5,000	
General	01-2780-515.540	SUBSCRIPTIONS & DUES	\$ 600	\$ -	\$ 600	\$ -	
General	01-2780-515.541	EDUCATION & TRAINING	\$ 1,000	\$ 98	\$ 1,000	\$ -	
General	01-2780-515.640	EQUIPMENT	\$ 500	\$ -	\$ 500	\$ -	
Total Expenses			\$ 433,309	\$ 110,387	\$ 321,493	\$ (111,816)	

Funds Required from the General Fund \$ 240,293

Impacts

Transferring Code/EOC Liason FTE to County Manager Budget Entity

Jefferson County, Florida

Board of County Commissioners

Proclamation- Florida Public Health Week Proclamation 2026

WHEREAS, the week of April 6 through April 12, 2026, is Florida Public Health Week, an opportunity to promote and raise awareness of important public health topics and engage with local communities;

WHEREAS, the Florida Department of Health in Jefferson County uses Florida Public Health Week to highlight programs, initiatives, and resources specific to Jefferson County;

WHEREAS, data driven insights are used to establish statewide health priorities, such as injury and violence prevention, chronic disease prevention, Alzheimer’s disease awareness, mental well-being and substance abuse prevention, and maternal and child health;

WHEREAS, residents are reminded to prepare for hurricane season by having a medical plan set ahead of time as well as understanding what a special needs shelter is and how to pre-register;

WHEREAS, protecting our communities through disease prevention, outbreak detection and response, and actively working out in the field; and

WHEREAS, recognizing and celebrating the expertise, commitment to serving others, and resilience of the public health professionals who work to protect and improve the lives of Floridians.

NOW, THEREFORE, The Jefferson County Board of County Commissioners, do hereby proclaim the week of April 6-12, 2026, as Florida Public Health Week in Jefferson County, Florida, and encourage residents, health care providers, community organizations, and local businesses to participate in activities that promote public health and wellness.

Chairman, Jefferson County B.O.C.C – District 5

Vice Chair, Jefferson County B.O.C.C- District 1

Jefferson County B.O.C.C- District 2

Jefferson County B.O.C.C – District 3

Jefferson County B.O.C.C – District 4

2026-2027 BUDGET WORKSHEET
Recreation

			2025-2026		2026-2027			
Fund	Account Number	REVENUES	Approved 25-26 Budget	Actuals thru 02/28/26	Requested 26-27 Budget	Increase or (Decrease)		
General	01-2000-347.000	REGISTRATION FEES	\$ 12,000.00	\$ 6,740	\$ 12,000			
Total Revenues			\$ 12,000	\$ 6,740	\$ 12,000	\$ -		
Fund	Account Number	EXPENSES	Approved 25-26 Budget	Actuals thru 02/28/26	Requested 26-27 Budget	Increase or (Decrease)	3% COLA & 10% Ins	
General	01-6101-572.120	PARKS & REC - SALARIES	\$ 128,287	\$ 51,137	\$ 130,021	\$ 1,734	\$	3,901
General	01-6101-572.130	SALARIES-SOFTBALL	\$ 1,000	\$ -	\$ 1,000	\$ -		
General	01-6101-572.131	LITTLE LEAGUE SALARIES	\$ 3,600	\$ -	\$ 3,600	\$ -		
General	01-6101-572.132	SALARIES-FOOTBALL	\$ 1,400	\$ 2,140	\$ 1,400	\$ -		
General	01-6101-572.210	FICA	\$ 9,814	\$ 3,730	\$ 9,947	\$ 133	\$	298
General	01-6101-572.220	RETIREMENT	\$ 17,999	\$ 7,349	\$ 17,670	\$ (329)	\$	530
General	01-6101-572.230	EMPLOYEE HEALTH INSURANCE	\$ 44,869	\$ 12,900	\$ 30,963	\$ (13,906)	\$	3,096
General	01-6101-572.240	WORKERS COMPENSATION INS	\$ 4,349	\$ 932	\$ 4,540	\$ 191	\$	136
General	01-6101-572.341	CONTRACTUAL SERVICES	\$ 100	\$ -	\$ 100	\$ -	\$	7,962
General	01-6101-572.410	COMMUNICATIONS	\$ 1,800	\$ 1,538	\$ 1,800	\$ -		
General	01-6101-572.420	POSTAGE	\$ 50	\$ -	\$ 50	\$ -		
General	01-6101-572.430	UTILITIES	\$ 14,625	\$ 7,719	\$ 16,500	\$ 1,875		
General	01-6101-572.411	RENTS & LEASES	\$ 500	\$ 2,688	\$ 500	\$ -		
General	01-6101-572.460	BUILDING MAINTENANCE	\$ 11,904	\$ 4,317	\$ 11,904	\$ -		
General	01-6101-572.461	OFFICE EQUIPMENT MAINTENANCE	\$ 200	\$ -	\$ 200	\$ -		
General	01-6101-572.462	MAINTENANCE OF VEHICLES	\$ 1,000	\$ 449	\$ 1,000	\$ -		
General	01-6101-572.490	ADVERTISING	\$ 1,200	\$ 560	\$ 1,200	\$ -		
General	01-6101-572.491	MISCELLANEOUS EXPENDITURE	\$ 300	\$ -	\$ 300	\$ -		
General	01-6101-572.510	OFFICE SUPPLIES	\$ 750	\$ 935	\$ 750	\$ -		
General	01-6101-572.520	OPERATING SUPPLIES	\$ 11,000	\$ 6,860	\$ 11,000	\$ -		
General	01-6101-572.521	GAS & OIL	\$ 4,000	\$ 817	\$ 4,000	\$ -		
General	01-6101-572.523	OPERATING SUPPLIES-PARK	\$ 10,000	\$ 2,523	\$ 10,000	\$ -		
General	01-6101-572.540	SUBSCRIPTIONS/MEMBERSHIPS	\$ 200	\$ -	\$ 200	\$ -		
General	01-6101-572.640	EQUIPMENT	\$ 20,000	\$ 4,409	\$ 20,000	\$ -		
General	01-6101-572.641	EQUIPMENT < \$1000	\$ 500	\$ -	\$ 500	\$ -		
Total Expenses			\$ 289,447	\$ 111,002	\$ 279,145	\$ (10,302)		
Funds Required from the General Fund					\$ 267,145			

**MEMORANDUM OF AGREEMENT
BETWEEN JEFFERSON COUNTY
AND
AREA AGENCY ON AGING FOR NORTH FLORIDA, INC. D/B/A ADVANTAGE
AGING SOLUTIONS**

THIS MEMORANDUM OF AGREEMENT (“Agreement”) is made by and between Jefferson County, a political subdivision of the State of Florida (the “County”), and the Area Agency on Aging for North Florida, Inc. d/b/a Advantage Aging Solutions (“Advantage Aging Solutions” or “AAS”), which parties may hereinafter be collectively referred to as the “Parties.”

Section 1. Purpose. The purpose of this Agreement is to document the mutually beneficial relationship between the Parties regarding the coordination and delivery of services to senior adults throughout Jefferson County and to permit Advantage Aging Solutions to utilize the UF/IFAS Extension Office Building located at 2729 W Washington St, Monticello, FL 32344 (the “Extension Office”) to conduct the activities described in Section 2 hereof, subject to the terms and conditions described herein.

Section 2. Obligations of Advantage Aging Solutions. Advantage Aging Solution agrees to:

1. Coordinate a schedule of service days and activities in consultation with UF/IFAS.
2. Provide daily lunch to county seniors in a congregate setting.
3. Coordinate transportation for seniors in Jefferson County to the UF/IFAS Extension Office for the congregate site and for group outings sponsored by AAS.
4. Coordinate with UF/IFAS for intergenerational activities, nutrition education and other programs as identified.
5. Provide opportunities for socialization and engagement/enrichment activities such as art, exercise, and education on an agreed upon schedule.
6. Recruit, schedule, train and recognize volunteers to assist in program activities.
7. Implement an outreach plan in consultation with community partners to identify and assist people sixty (60) or older.
8. Encourage and assist seniors access the Elder Helpline for information and referral services regarding other available resources to meet their needs.
9. AAS will provide the necessary program equipment, appliances, furnishings, materials, and supplies needed to support congregate meal service and senior activities at the UF/IFAS Extension Office.
10. AAS will keep a record of any items they purchase for program operations. Any such items shall remain AAS property unless otherwise agreed upon in writing.

11. AAS will participate in shared support of facility-related operational costs associated with program delivery, such as utilities, maintenance, custodial services, or other reasonable expenses as mutually agreed upon.

Section 3. Obligations of the County. The County agrees to:

1. Support Advantage Aging Solutions and its future Older Americans Act provider in its coordination and delivery of senior specific programming
2. Pay one-half of the cost of providing utilities for Advantage Aging Solution's use of the Extension Office for the services to senior described in Section 2.
3. Review this MOU on an annual basis to ensure the purpose of use of space is achieved and demonstrates coordination with UF/IFAS in its programming.

Section 4. Effective Date; Term; Termination.

1. This Agreement shall become effective as of the date signed by the last Party to sign the Agreement (the "Effective Date") and shall run for one (1) year(s) from such date (the "Initial Term"). Following the Initial Term, this Agreement may subsequently be extended by mutual agreement of the Parties for additional one year terms or any other term agreed upon by the Parties.
2. This Agreement may be terminated for convenience at any time by either Party upon provision of at least thirty (30) days' advance written notice to the non-terminating Party.

Section 5. Insurance; Indemnification.

1. Indemnification. In consideration of the County permitting Advantage Aging Solutions to utilize the Extension Office at no cost, Advantage Aging Solutions shall indemnify, protect, and hold the County and its respective successors and assigns (collectively, the "Indemnified County Parties") harmless from and defend the Indemnified County Parties against any and all liabilities, claims, damages, losses, penalties, litigation, demands, causes of action, suits, proceedings, judgments, charges, assessments, and expenses (including reasonable attorneys' and experts' fees and expenses incurred in investigating, defending, or prosecuting any litigation, claim or proceeding whether out of court, at trial or in any appellate or administrative proceeding) arising out of or resulting from: (1) any negligent or intentional actions or omissions by Advantage Aging Solutions, its officers, agents, or employees; or (2) Advantage Aging Solutions' use of the Extension Office. In the case of any action or proceeding being brought against the Indemnified County Parties by reason of any such claim, Advantage Aging Solutions, upon notice from the Indemnified County Parties, shall defend the same at Advantage Aging Solutions' expense by counsel reasonably satisfactory to the Count

Insurance. Advantage Aging Solutions shall obtain and maintain all commercial general liability insurance necessary or appropriate to insure the liability of the County with respect to the Extension Office and Advantage Aging Solutions' use of same. Advantage Aging Solutions shall obtain liability insurance with the minimum limits specified below. The insurance, as it protects the County's interests, shall be subject to County's reasonable approval and Advantage Aging Solutions shall cause the County to be named as an additional insured on such policies. A certificate of insurance evidencing proof of such insurance shall be provided to the County annually

\$1,000,000	Bodily Injury, per occurrence
\$1,000,000	Property Damage, per occurrence

Section 6. Public Records.

During the term of this Agreement (including any extensions), Advantage Aging Solutions shall comply with public records laws embodied in chapter 119, Florida Statutes, and specifically shall:

1. Keep and maintain public records required by the County in order to perform the services described herein.
2. Upon request from the County provide the County with any requested public records or allow the requested records to be inspected or copied within a reasonable time by the County.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term, and thereafter if the Advantage Aging Solutions does not transfer all records to the County.
4. Transfer, at no cost, to County all public records in possession of the Advantage Aging Solutions upon termination of this Agreement and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the County, upon request from the County, in a format that is compatible with the information technology systems of the County. If the Advantage Aging Solutions keeps and maintains public records upon the conclusion of this Agreement, the Advantage Aging Solutions shall meet all applicable requirements for retaining public records that would apply to the County.
5. If Advantage Aging Solutions does not comply with a public records request, the County shall treat that omission as breach of this Agreement and enforce the contract provisions accordingly. Additionally, if the Advantage Aging Solutions fails to provide records when requested, the Advantage Aging Solutions may be subject to penalties under section 119.10, Florida Statutes and reasonable costs of enforcement, including attorney fees.

IF ADVANTAGE AGING SOLUTIONS HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ADVANTAGE AGING SOLUTIONS'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE

**CUSTODIAN OF PUBLIC RECORDS AT (850) 342-0287 OR
RRUSSO@JEFFERSONCOUNTYFL.GOV, 450 W. WALNUT STREET,
MONTICELLO, FL 32344.**

Section 6. Notices. All notices, communications, and correspondence between the Parties shall be mailed or delivered to the addresses listed below. Notice shall be deemed given when actually received by a Party. Refusal to receive a notice shall constitute receipt of notice.

County

Ron Russo, Deputy County Manager
450 W. Walnut St.
Monticello, FL 32344
(850) 342-0223
rrusso@jeffersoncountyfl.gov

Advantage Aging Solutions

[INSERT CONTACT INFORMATION]

IN WITNESS WHEREOF the Parties have executed this Lease effective as of the date signed by the last Party below.

ATTEST:

JEFFERSON COUNTY

Trey Hightower
Clerk

By _____
Ben White, Chairman

Date: _____

**AREA AGENCY ON AGING FOR
NORTH FLORIDA, INC. D/B/A
ADVANTAGE AGING SOLUTIONS**

By: _____

Print Name: _____

Title: _____

Date: _____

CONTINUING SERVICES AGREEMENT

THIS CONTINUING SERVICES AGREEMENT ("Agreement") entered into this 30th day of March, 2026, between JEFERSON COUNTY, a political subdivision of the State of Florida, by and through its Board of County Commissioners, situated at 435 West Walnut Street, Monticello, Florida 32344, hereinafter referred to as COUNTY, and Mitchell Brothers En Route LLC dba Mitchell Landscaping & Lawn Care, headquartered at 405 Carolina St Monticello, Fl 32344, hereinafter referred to as CONTACTOR, and whose Federal Employer Identification Number is 92-3127064.

WHEREAS, COUNTY requires certain professional services in connection with the ongoing provision of Professional Cleaning Services; and

WHEREAS, COUNTY issued Invitation to RFP # 2026-03 on 2/27/26 seeking interested firms for the provision of Professional Cleaning Services, which is included by reference as to the scope of services contained therein; and

WHEREAS, CONTRACTOR was selected pursuant to this RFP # 2026-03, which response is hereby incorporated herein by reference, and represents it is capable and prepared to provide such Services.

NOW, THEREFORE, in consideration of the promises contains herein, the parties hereto agree as follows:

1.0 Term

1.1 This Agreement shall take effect on the date of its execution by the Chairman of the Board of County Commissioners and continue for one year from such date, unless otherwise terminated as provided herein. Thereafter, this Agreement may be renewed at the County's option for up to four (4) additional one year periods after which is expected that the County will go through another competitive solicitation.

2.0 Scope of Services, Performance Schedule

2.1 CONTRACTOR shall perform the following services:

2x per week cleaning services:

• Facilities Included:

Planning and Building
County Courthouse
County Library
Extension Office
Health Department
Tax Collector
State Attorney
Public Defender
Property Appraiser
Probation

County Manager
County Courthouse Annex
Exterior Annex Restrooms

• **Routine Cleaning Services (Per Visit):**

Remove and dispose of all trash
Clean and sanitize restrooms
Clean breakrooms
Wipe down all glass surfaces
Wipe down all clear, reachable surfaces
Vacuum all rugs and carpeting
Sweep and mop all hard-surface flooring

2.2 CONTRACTOR shall also perform additional services as may be further specifically designated and authorized by the COUNTY, in writing. Such authorizations for additional services will be outlined in a Supplemental Agreement (“SA”) and all provisions of this Agreement apply to the SA with full force and effect as if appearing in full within each SA. Each SA will set forth a specific Scope of Services, maximum limit of compensation, schedule, liquidated damages, and completion date, and shall become effective upon the due execution after approval by the Board.

2.3 The CONTRACTOR is not authorized to provide services or materials to the COUNTY or undertake any project or work provided for in this Agreement prior to the COUNTY having first issued a Purchase Order (“PO”) or Notice of Proceed. CONTRACTOR recognizes that the COUNTY may employ several different CONTRACTORS to perform the work described and that the CONTRACTOR has not been employee as the exclusive agent to perform any such services.

2.4 When the CONTRACTOR and the COUNTY enter into an SA where the term of the SA expires on a date that is later than the date that this Agreement expires, the CONTRACTOR and the COUNTY agree that the terms of this Agreement and any amendments, attachments or provisions thereof are automatically extended until the expiration or full completion of the requirements of the SA have been performed. Cancellation by the COUNTY of any remaining work prior to the full completion of the requirements of the SA shall cause the terms of this Agreement to terminate at the same time. This provision only applies when the expiration of the SA extends beyond the expiration of this Agreement. It does not apply when a SA expires or is cancelled prior to the expiration of this Agreement.

3.0 Compensation

3.1 COUNTY shall pay CONTRACTOR in accordance with the following: \$4,850 per month

3.2 Invoices must reference the applicable Contract and PO number and should further include CONTRACTOR’s name, address, contact information, dates of services, quantities of materials and descriptions of work performed, as applicable.

3.3 Each individual invoice shall be due and payable forty-five (45) days after receipt by the COUNTY of correct, fully documented, invoice, in form and substance satisfactory to the COUNTY with all appropriate cost substantiations attached. All invoices shall be delivered to:

County Manager or Designee
Jefferson County
450 W Walnut St
Monticello, FL 32344
850-342-0287
smetty@jeffersoncountyfl.gov

3.4 In order for both parties herein to close their books and records, the CONTRACTOR will clearly state "Final Invoice" on the CONTRACTOR's final/last billing to the COUNTY. This certifies that all services have been properly performed and all charges and costs have been invoiced to the COUNTY. Since this account will thereupon be closed, any and other further charges if not properly included on this final invoice are waived by the CONTRACTOR.

3.5 Payment of the final invoice shall not constitute evidence of the COUNTY's acceptance of the work. For final acceptance of any services provided hereunder, the CONTRACTOR will submit an acceptance document to the COUNTY for approval.

3.6 If compensation is based upon time and materials, invoices shall be based upon a lump sum price, invoices shall be accompanied by tasks and percentage of work. Additional documents may be requested by COUNTY and, if so requested, shall be furnished by CONTRACTOR to County Clerk's satisfaction.

3.7 Project manager or designated payroll official shall, by affidavit, attest to the correctness and accuracy of time charges and requested reimbursements.

4.0 Insurance

4.1 General Provisions

4.1.1 CONTRACTOR shall maintain, at all times, the following minimum levels of insurance and shall, without in any way altering their liability, obtain, pay for and maintain insurance for the coverages and amounts of coverage not less than those set forth below and provide the COUNTY with a Certificate of Insurance and an opportunity to inspect a certified copy of each policy applicable to this Agreement followed thereafter by an annual Certificate of Insurance satisfactory to the COUNTY to evidence such coverage before any work commences. Such certificates will provide that there shall be no termination, non-renewal, modification, or expiration of such coverage without (30) days prior written notice to the COUNTY.

4.1.2 The COUNTY shall be named as an additional insured on all CONTRACTOR policies related to the project, excluding professional liability and worker's compensation. The policies shall contain a waiver of subrogation in favor of Jefferson County. All such

policies shall be endorsed to provide defense coverage obligations. All insurance coverage shall be written with an insurer having an A.M. Best Rating of at least the "A" category and size category of VIII.

4.1.3 The CONTRACTOR's self-insured retention or deductible per line of coverage shall not exceed \$10,000 without the permission of the COUNTY.

4.1.4 If there is any failure by the CONTRACTOR to comply with the provisions of this section, the COUNTY may, at its option, on notice to the CONTRACTOR, suspend the work for cause until there is full compliance.

4.1.5 COUNTY may, at its sole discretion, purchase such insurance at CONTRACTOR's expense provided that the COUNTY shall have no obligation to do so and if the COUNTY shall do so, it shall not relieve CONTRACTOR of its obligation to obtain insurance.

4.1.6 The CONTRACTOR shall not be relieved of or excused from the obligation to obtain and maintain such insurance amount and coverages.

4.1.7 The CONTRACTOR shall not commence work under this Agreement until all insurance required as stated herein as been obtained and such insurance has been approved by the COUNTY.

4.2 Commercial General Liability. \$1,000,000 combined single limit of liability for bodily injuries, death and property damage, and personal injury resulting from any one occurrence.

4.3 Workers' Compensation. The CONTRACTOR shall provide, pay for, and maintain workers' compensation insurance on all employees, its agents or subcontractors as required by Florida Statutes.

5.0 Standard of Care

5.1 CONTRACTOR has represented to the COUNTY that it has the personnel and experience necessary to perform the work in a professional and workmanlike manner.

5.2 CONTRACTOR shall exercise the same degree of care, skill, and diligence in the performance of the Services as is provided by a professional of like experience, knowledge and resources, under similar circumstances.

5.3 CONTRACTOR shall, at no additional cost to COUNTY, re-perform services which fail to satisfy the foregoing standard of care or otherwise fail to meet the requirement of this Agreement.

5.4 The CONTRACTOR warrants that all services shall be performed by skilled and competent personnel to the professional standards in the field.

6.0 Indemnification

6.1 General. Having considered the risk and potential liabilities that may exist during the performance of the Services and in consideration of the promises included herein, COUNTY and CONTRACTOR agree to allocate such liabilities in accordance with this Section.

6.1.1 CONTRACTOR shall indemnify, defend (by counsel reasonably acceptable to COUNTY) protect and hold COUNTY, and officers, employees and agents, free and harmless from and against any and all, including, but not limited to, any claims, actions, causes of action, liabilities, penalties, forfeitures, damages, losses and expenses (including, without limitation, attorney's fees and costs during negotiation, through litigation and all appeals therefrom), or death of or injury to any person or damage to any property whatsoever, arising out of or resulting from (i) the failure of CONTRACTOR to comply with applicable non-conflicting laws, rules or regulations, (ii) the breach by CONTRACTOR of its obligations under this Agreement, (iii) any claim for trademark, patent or copyright infringement arising out of the scope of CONTRACTOR's performance of this Agreement, or (iv) the negligent act, errors or omissions, or intentional or willful misconduct, of CONTRACTOR, its sub CONTRACTORS, agents, employees and invitees: provided, however, that CONTRACTOR shall not be obligated to defend or indemnify the COUNTY with respect to any such claims or damages arising solely out of the COUNTY's negligence.

6.1.2 COUNTY review, comment and observation of the CONTRACTOR's work and performance of this Agreement shall in no manner constitute a waiver of the indemnification provisions of this Agreement.

6.1.3 CONTRACTOR agrees that it bears sole legal responsibility for its work and work product, and the work and work product of subcontractors and their employees, and/or for CONTRACTOR's performance of this Agreement and its work product(s).

6.2 Survival. Upon completion of all Services, obligations and duties provided for in this Agreement, or in the event of termination of this Agreement for any reason, the terms and conditions of this Section 6.0 shall survive as if the Agreement were in full force and effect.

7.0 Independent Contractor

7.1 CONTRACTOR undertakes performance of the Services as an independent contractor and shall be wholly responsible for the methods of performance.

7.2 COUNTY shall have no right to supervise the methods used, but COUNTY shall have the right to observe such performance.

7.3 CONTRACTOR shall work closely with COUNTY in performing Services under this Agreement.

7.4 The CONTRACTOR shall not pledge the COUNTY's credit or make it a guarantor of payment or surety for any contract, debt, obligation, judgement, lien, or any form of indebtedness and shall have no right to speak for or bind the COUNTY in any manner.

7.5 CONTRACTOR further warrants and represents that it has no obligation or indebtedness that would impair its ability to fulfil the terms of this Agreement.

8.0 Authority to Practice The CONTRACTOR hereby represents and warrants that it has and will continue to maintain all licenses and approvals required to conduct its business, and that it will at all times conduct its business activities in a reputable manner.

9.0 Compliance with Laws In performance of the Services, CONTRACTOR will comply with applicable regulatory requirements including federal, state, special district, and local laws, rules, regulations, orders, codes, criteria and standards.

10.0 Subcontracting

10.1 The COUNTY reserves the right to accept the use of a subcontractor or to reject the selection of a particular subcontractor and to inspect all facilities of any subcontractor.

10.2 If a subcontractor fails to perform or make progress, as required b this Agreement, and it is necessary to replace the subcontractor to complete the work in a timely fashion, the CONTRACTOR shall promptly do so, subject to acceptance of the new subcontractor by the COUNTY. Failure of a subcontractor to timely or properly perform its obligations shall not relieve CONTRACTOR of its obligations hereunder.

11.0 Federal and State Taxes The COUNTY is exempt from Federal Tax and State Sales and Use Taxes. Upon request, the COUNTY will provide an exemption certificate to CONTRACTOR. The CONTRACTOR shall not be exempted from paying sales tax to its suppliers for materials to fulfill contractual obligations with the COUNTY, not shall the CONTRACTOR be authorized to use the COUNTY's Tax Exemption Number in securing such materials.

12.0 Public Entity Crimes The CONTRACTOR understands and acknowledges that this Agreement with the COUNTY will be void, in the event the conditions under Section 287.133, Florida Statutes applies to the CONTRACTOR, relating to conviction for a public entity crime.

13.0 COUNTY's Responsibilities. COUNTY shall be responsible for providing information in the COUNTY's possession that may reasonably be required by CONTRACTOR, including existing reports, studies, financial information, and other required data that are available in the files of the COUNTY.

14.0 Termination of Agreement

14.1 This Agreement may be terminated by the CONTRACTOR upon thirty (30) days prior written notice to the COUNTY in the event of substantial failure by the COUNTY to perform in accordance with terms of the Agreement through no fault of the CONTRACTOR.

14.2 This Agreement may be terminated by the COUNTY with or without cause immediately upon written notice to the CONTRACTOR.

14.3 Unless the CONTRACTOR is in breach of this Agreement, the CONTRACTOR shall be paid for services rendered to the COUNTY's satisfaction through the date of termination.

14.4 After receipt of a Termination Notice and except as otherwise directed by the COUNTY, the CONTRACTOR shall:

14.4.1 Stop work on the date and to the extent specified.

14.4.2 Terminate and settle all orders and subcontractors relating to the performance of the terminated work.

14.4.3 Transfer all work in process, completed work, and other material related to the terminated work to the COUNTY.

14.4.4 Continue and complete all parts of the work that have not been terminated.

14.5 The CONTRACTOR shall be paid for services actually rendered to the date of termination.

15.0 Uncontrollable Forces (Force Majeure).

15.1 Neither the COUNTY nor CONTRACTOR shall be considered to be in default of this Agreement if delays in or failure of performance shall be due to Uncontrollable Forces, the effect of which, by the exercise of reasonable diligence, the non-performing party could not avoid. The term "Uncontrollable Forces" shall mean any event which results in the prevention or delay of performance by a party of its obligations under this Agreement and which is beyond the reasonable control of the nonperforming party. It includes, but is not limited to fire, flood, earthquakes, storms, lightning, epidemic, war, riot, civil disturbance, sabotage, and governmental actions.

15.2 Neither party shall, however, be excused from performance if nonperformance is due to forces which are preventable, removable, or remediable and which the nonperforming party could have, with the exercise of reasonable diligence, prevented, removed or remedied with reasonable dispatch.

15.3 The nonperforming party shall, within reasonable time of being prevented or delayed from performance by an Uncontrollable Force, give written notice to the other party describing the circumstances and Uncontrollable Forces preventing continues performance of the obligations of this Agreement.

16.0 Governing Law and Venue. This Agreement shall be governed in all respects by the laws of the State of Florida and any litigation with respect thereto shall be brought only in the courts of Jefferson County, Florida or the United States District Court, Northern District of Florida located in Leon County, Florida.

17.0 Non-Discrimination. The CONTRACTOR warrants and represents that all of its employees are treated equally during employment without regard to race, color, religion, gender, age, or national origin.

18.0 Waiver. A waiver by either COUNTY or CONTRACTOR of any breach of this Agreement shall not be binding upon the waiving party unless such waiver is in writing. In the event of a written waiver, such a waiver shall not affect the waiving party's rights with respect to any other or further breach. The making or acceptance of a payment by either party with knowledge of the existence of a default or breach shall not operate or be construed to operate as a waiver of any subsequent default or breach.

19.0 Severability

19.1 The invalidity, illegality, or unenforceability of any provision of this Agreement, or the occurrence of any event rendering any portion or provision of this Agreement void, shall in no way affect the validity or enforceability of any other portion or provision of the Agreement.

19.2 Any void provision shall be deemed severed from the Agreement and the balance of the Agreement shall be construed and enforced as if the Agreement did not contain the particular portion or provision held to be void.

19.3 The parties further agree to reform the Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision.

19.4 The provision of this section shall not prevent the entire Agreement from being void should a provision which is of the essence of the Agreement be determined to be void.

20.0 Entirety of the Agreement.

20.1 The COUNTY and the CONTRACTOR agree that this Agreement sets forth the entire Agreement between the parties, and that there are no promises or understandings other than those herein.

20.2 This Agreement supersedes all prior agreements, contracts, proposals, representations, negotiations, letters or other communications between the COUNTY and CONTRACTOR pertaining to the Services, whether written or oral.

20.3 None of the provisions, terms and conditions contained in this Agreement may be added to, modified, superseded or otherwise altered except by written instrument executed by the parties hereto.

21.0 Modifications. The Agreement may not be modified unless such modifications are evidenced in writing signed by both COUNTY and CONTRACTOR. Such modifications shall be in written form executed by both parties.

22.0 Successors and Assigns.

22.1 COUNTY and CONTRACTOR each binds itself and its partners, successors, assigns and legal representatives to the other party to this Agreement and to the partners, successors, executors, administrators, assigns, and legal representatives.

22.2 CONTRACTOR shall not assign this Agreement without the express written approval of the COUNTY by executed amendment.

22.3 In the event of a merger, the surviving corporation shall be substituted for the contracting party to this agreement and such substitution shall be affirmed by the Jefferson County Board of County Commissioners by executed amendment.

23.0 Contingent Fees. The CONTRACTOR warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONTRACTOR to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than bona fide employee working solely for the CONTRACTOR, any fee, commission, percentage, gift or any other consideration contingent upon or resulting from the award or making of this Agreement.

24.0 Truth-In-Negotiation Certificate

24.1 Execution of this Agreement by the CONTRACTOR shall act as the execution of the Truth-in-Negotiation certificate certifying that the wage rates and costs used to determine the compensation provided for in this Agreement are accurate, complete, and current as of the date of the Agreement.

24.2 The said rates and costs shall be adjusted to exclude any significant sums should the COUNTY determine that the rates and costs were increased due to inaccurate, incomplete and noncurrent wage rates or due to inaccurate representations of fees paid to outside contractors. The COUNTY shall exercise its rights under this "Certificate" within one (1) year following payment.

25.0 Ownership of Documents

25.1 CONTRACTOR shall be required to cooperate with the COUNTY and other CONTRACTORS relative to providing information requested in a timely manner and in the specified form. Any and all documents, records, disks, original drawings, or other information shall become the property of the COUNTY for its use and/or distribution as may be deemed appropriate by the COUNTY. CONTRACTOR is not liable for any damages, injury or costs associated with the COUNTY use or distribution of these documents for purposes other than those originally intended by CONTRACTOR.

25.2 CONTRACTOR shall comply with public records laws embodied in chapter 119, Florida Statutes, and specifically shall:

25.2.1 Keep and maintain public records required by the COUNTY in order to perform the Scope of Services described herein.

25.2.2 Upon request from the County provide the COUNTY with any requested public records or allow the requested records to be inspected or copied within a reasonable time by the COUNTY.

25.2.3 Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term, and thereafter if the CONTRACTOR does not transfer all records to the COUNTY.

25.2.4 Transfer, at no cost, to COUNTY all public records in possession of the CONTRACTOR upon termination of this Agreement and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the COUNTY, upon request from the COUNTY, in a format that is compatible with the information technology systems of the COUNTY. If the CONTRACTOR keeps and maintains public records upon the conclusion of this Agreement, the CONTRACTOR shall meet all applicable requirements for retaining public records that would apply to the COUNTY.

25.2.5 If CONTRACTOR does not comply with a public records request, the COUNTY shall treat that omission as breach of this Agreement and enforce the contract provisions accordingly. Additionally, if the CONTRACTOR fails to provide records when requested, the CONTRACTOR may be subject to penalties under section 119.10, Florida Statutes and reasonable costs of enforcement, including attorney fees.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 450 West Walnut Street, Monticello, FL 32344, 850-342-0287, RRUSSO@JEFFERSONCOUNTYFL.GOV.

26.0 Access and Audits.

26.1 CONTRACTOR shall maintain adequate records to justify all charges and costs incurred in performing the work for at least five (5) years after completion of this Agreement. The COUNTY shall have access to such books, records, and documents as required in this section for the purpose of inspection or audit during normal business hours at the CONTRACTOR's place of business.

26.2 Misrepresentations of billable time or reimbursable expenses as determined by the County Clerk or Auditor to the Jefferson County Board of County Commissioners shall result in the recovery of any resulting overpayments. The COUNTY's cost of recovery shall be the sole expenses of the CONTRACTOR, including accounting and legal fees, court costs and administrative expenses.

26.3 Intentional misrepresentations of billable hours and reimbursable expenses will be criminally prosecuted to the fullest extent of the law.

26.4 All invoices submitted are subject to audit and demand for refund of overpayment up to three (3) years following completion of all services related to this Agreement.

27. Notice.

27.1 Any notice, demand, communication, or request required or permitted hereunder shall be in writing and delivered in person or sent by Federal -Express or by Certified Mail, postage prepaid as follows:

As to County: Jefferson County Manager
 Shannon Metty
 450 W Walnut Street
 Monticello, Fl 32344

As to CONTRACTOR: Mitchell Brothers En Route
 405 Carolina St
 Monticello, Fl 32344

27.2 Notices shall be effective when received at the addresses as specified above. Changes in the respective addresses to which notice is to be directed may be made from time to time to either party by written notice to the other party.

27.3 Nothing contained in this Article shall be construed to restrict the transmission routine communications between representatives of CONTRACTOR and COUNTY.

28.0 Service of Process

As to County: Chairman of the Board of County Commissioners
 Jefferson County Florida
 435 West Walnut St
 Monticello, Fl 32344

As to CONTRACTOR: Mitchell Brothers En Route

29.0 Contract Administration

29.1 Services of CONTRACTOR shall be under the general direction of the Jefferson County Manager, or their successor, who shall act as the COUNTY's representative during the term of the Agreement.

30.0 Key Personnel

30.1 CONTRACTOR shall notify COUNTY in the event of key personnel changes, which might affect this Agreement. To the extent possible, notification shall be made within ten (10) days prior to changes. CONTRACTOR at COUNTY's request shall remove without consequence to the COUNTY any subcontractor or employee of the CONTRACTOR and replace him/her with another

employee having the required skill and experience. COUNTY has the right to reject proposed changes in key personnel. The following personnel shall be considered key personnel: Kaleesha Francis

31.0 Appropriations.

31.1 CONTRACTOR acknowledges that the COUNTY, during any fiscal year, shall not expend money, incur and liability, or enter into any agreement which, by its terms, involves the expenditure of the money in excess of the amounts budgeted as available for expenditure during such discal year. Any agreement, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such agreement. Nothing herein contained shall prevent the making of agreements for a period exceeding one year, but any agreement so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years. Accordingly, the COUNTY's performance and obligation to pay under this agreement is contingent upon annual appropriation.

32.0 Grant Conditions- None

33.0 E-Verify. As a mandatory condition precedent to entering into this Agreement and in compliance with Section 448.095, Florida Statutes, CONTRACTOR and any of its subcontractors shall register with and use the E-Verify system to verify work authorization status of all employees hired after January 1, 2021. CONTRACTOR shall require each of its subcontractors to provide CONTRACTOR with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. CONTRACTOR shall maintain a copy of the subcontractor's affidavit as part of and pursuant to the records retention requirements of this Agreement. If the County, CONTRACTOR, or any subcontractor has a good faith belief that a person or entity with which it is contracting has knowingly violated Section 448.09(1), Florida Statutes, or the provisions of this section, then they shall terminate the contract with the person or entity. The County, upon good faith belief that a subcontractor knowingly violated the provisions of this section, but CONTRACTOR otherwise complied, shall promptly notify CONTRACTOR and CONTRACTOR shall immediately terminate the contract with the subcontractor. A contract terminated under the provisions of this section is not a breach of contract and may not be considered such. Any contract termination under the provisions of this section may be challenged pursuant to Section 448.095(5)(d), Florida Statute, CONTRACTOR acknowledges that upon termination of this Agreement by the County for a violation of this section by CONTRACTOR, CONTRACTOR may not be awarded a public contract for at least one (1) year. CONTRACTOR further acknowledges that CONTRACTOR is liable for any costs incurred by the County as a result of termination of any contract for a violation of this section. CONTRACTOR or any of its subcontractors shall insert in any subcontracts the clauses set forth in this section, including this subsection, requiring the subcontractors to include these clauses in any lower tier subcontracts. CONTRACTOR shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in this section.

34.0 Human Trafficking. As a condition precedent to entering into this Agreement and in compliance with Section 787.06(13), Florida Statutes, a duly authorized officer or representative of the CONTRACTOR must attest under the penalty of perjury that CONTRACTOR does not use coercion for

labor or services as defined in Section 787.06, Florida States. The required affidavit is set forth in Exhibit A.

35.0 Countries of Foreign Concern Pursuant to Section 287.138, Florida Statutes, the County cannot knowingly enter into a contract with an entity which would give access to an individuals personal identifying information if the entity is owned, controlled, organized, or operating in a foreign country of concern, which include the People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolas Madura, or the Syrian Arab Republic, including any agency of or any other entity of significant control of such foreign county of concern, and any contracting entity that may be given access to an individuals personal identifying information must have a duly authorized officer or representative attest under the penalty of perjury that said entity is not owned by the government of a foreign country of concern, that the government of a foreign country of concern does not have a controlling interest in the entity, and that the entity is not organized under the laws of nor have its principal place of business in a foreign country of concern. The required affidavit, which must be signed by a duly authorized officer or representative of CONTRACTOR is attached hereto as Exhibit B.

36.0 Scrutinized Companies Contractor certifies that it is not ineligible to submit a bid or proposal for, or enter into a contract or renewal thereof, with any local government entity as a result of the application of Section 287.135, Fla Stat. In addition, Contractor certifies that it is not on the Scrutinized Companies with Activities in Sudan List, is not on the Scrutinized Companies with Activities in the Iran Petroleum Sector List, and does not have business operations in Cuba or Syria, and is not participating in a boycott of Israel, as required by Section 287.135 95) Fla Stat. In addition, Contractor understands that this reference allows for termination of this Agreement, at the option of the County, if Contractor is found to have submitted a false certification.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date and year first above written.

(Signature Page Follows)

JEFFERSON COUNTY,
a political subdivision of the State of Florida

Attest:

Trey Hightower, Ex Officio
Clerk to the Board

Ben White, Chairman
Board of County Commissioners

Date Approved by Board: _____

Reviewed as to form:

Evan J. Rosenthal, Esq.

Attest:

**Mitchell Brothers En Route LLC dba Mitchell
Landscaping & Lawn Care**

By: _____
Corporate Secretary

[Print Name]

DATE: _____

Kaleesha Francis
[Print Name]

Owner
[Title]

DATE: 7/1/26 _____

Exhibit A

ANTI-HUMAN TRAFFICKING AFFIDAVIT

DIRECTIONS: All nongovernmental entities that are or potentially will be contracting, renewing or extending contracts with Jefferson County, must have an officer or representative fully execute this affidavit. Note, this is a mandatory requirement of s 787.06(13), Florida Statutes effective July 1, 2024.

I Kateesha Francis (insert name) as Owner (insert title) on behalf of Mitchell Brothers En Route LLC (insert entity name) under penalty of perjury hereby attest as follows:

1. I am over 21 years of age and have personal knowledge of the matters set forth in this affidavit.
 2. Mitchell Brothers En Route, DBA Mitchell Landscapes (insert entity name) does not use coercion for labor or services as defined in s. 787.06(2)(a), Florida Statutes.
 3. More particularly, Mitchell Brothers En Route LLC (insert entity name) does not participate in any of the following actions:
 - a. Using or threatening to use physical force against any person;
 - b. Restraining, isolating or confining or threatening to restrain, isolate or confine any person without lawful authority and against her or his will;
 - c. Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt or the length and nature of the labor or services are not respectively limited and defined;
 - d. Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
 - e. Causing or threatening to cause financial harm to any person;
 - f. Enticing or luring any person by fraud or deceit; or
 - g. Providing a controlled substance as outlined in Schedule I or Schedule II of s. 893.03, Florida Statutes to any person for the purpose of exploitation of that person.
- FURTHER AFFIANT SAYETH NAUGHT.

Kateesha Francis

Printed Name:

Title: Owner

Nongovernmental entity: Mitchell Brothers En Route

Date: 4/11/20

STATE OF Florida

COUNTY OF Jefferson

SWORN TO AND SUBSCRIBED before me in person or remote notarization by _____ as _____ on behalf of Kaleesha L. Francis, who is personally known to me or who produced Drivers license as identification this 1st day of April, 2026.

Kathy L. Jones

(Notary Seal)

Notary Public



Exhibit B

FOREIGN COUNTRY OF CONCERN AFFIDAVIT

DIRECTIONS: All nongovernmental entities that are or potentially will be contracting, renewing or extending contracts with Jefferson County, must have an officer or representative fully execute this affidavit. Note, this is a mandatory requirement of s 287.138, Florida Statutes, for all entities that may have access to individuals' personal identifying information.

I Kaleesha Francis (insert name) as owner (insert title) on behalf of Mitchell Brothers En Route (insert entity name) under penalty of perjury hereby attest as follows:

1. I am over 21 years of age and have personal knowledge of the matters set forth in this affidavit.
2. I certify that Mitchell Brothers En Route (insert entity name) ("Vendor"):
 - a. Is not owned by the government of a foreign country of concern;
 - b. A government of a foreign country of concern does not have a controlling interest in Vendor; and
 - c. Is not organized under the laws of nor have its principal place of business in a foreign country of concern.

3. For purposes of this Affidavit, "Foreign Country of Concern" means the People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolás Maduro, or the Syrian Arab Republic, including any agency of or any other entity of significant control of such foreign country of concern.

FURTHER AFFIANT SAYETH NAUGHT.

Kaleesha Francis
Printed Name:

Title: owner

Nongovernmental entity: Mitchell Brothers En Route

Date: 4/1/20

STATE OF Florida
COUNTY OF Jefferson

SWORN TO AND SUBSCRIBED before me in person or _____ remote notarization by _____ as _____ on behalf of Mitchell Brothers En Route, who is personally known to me or who produced Driver License as identification this 1st day of April, 2020.

Kathy L. Jones
Notary Public

(Notary Seal)



RESOLUTION NO. 2026 - _____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF JEFFERSON COUNTY, FLORIDA, AUTHORIZING THE USE OF TOURIST DEVELOPMENT TAX REVENUES FOR THE PURCHASE OF AN EVENT STAGE AND FIREWORKS SHOW TO SUPPORT TOURISM PROMOTION AND TOURISM-RELATED EVENTS; PROVIDING CERTAIN FINDINGS; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR SEVERABILITY AND FOR AN EFFECTIVE DATE.

WHEREAS, Section 125.0104, Florida Statutes authorizes counties to levy and expend tourist development tax (“TDT”) revenues for purposes including the promotion and advertisement of tourism and support of tourist-related events; and

WHEREAS, pursuant to Section 125.014(5)(a), Florida Statutes, TDT revenues may be expended for the promotion and advertisement of tourism and for activities, services, venues and events, provided that such expenditure has as one of their main purposes the attraction of tourists, as evidenced by marketing or promotion to visitors; and

WHEREAS, the Jefferson County (“County”) Board of County Commissioners (the “Board”) under the provisions of Section 125.0104, Florida Statutes, has adopted a Tourist Development Tax Ordinance and Tourist Development Plan governing the use of such TDT revenues, codified at Chapter 32, Article III, of the Jefferson County Code of Ordinances (“Code”); and

WHEREAS, consistent with Section 125.0104(5)(a), Florida Statutes, Section 32-49(c), Code, authorizes the County to expend 70% of TDT revenues for the purpose of promoting, developing, and advertising Jefferson County tourism in the state and nationally and internationally, and further provides that if the expenditure of TDT revenues is for 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; and

WHEREAS, the County currently hosts, or is intending to host, the following three events: the County’s America 250 Celebration, Watermelon Festival and Monticello Christmas (collectively the “Events”); and

WHEREAS, the Board expressly finds, determines, and declares that the Events are intended to attract out of county and out-of-state visitors, generate overnight stays, and contribute to Jefferson County’s tourism, as evidenced by, amongst other things, the County’s promotion of

the Events to tourists and past attendance at the Watermelon Festival and Monticello Christmas events; and

WHEREAS, the Board has considered the use of TDT revenues for the following purposes: (1) the purchase of a mobile event stage to be used to support the Events (the “Stage”), and (2) the funding of a fireworks demonstration in connection with the County’s America 250 Celebration (the “Fireworks Show”); and

WHEREAS, the Board finds that the Events are significant public events hosted within the County that include organized activities, entertainment, and amenities designed to draw attendance from tourists residing outside the County; and

WHEREAS, the Board finds that the funding of the Stage and Fireworks Show will directly support the Events by enhancing event quality, increasing attendance, and improving the County’s ability to attract visitors; and

WHEREAS, the Board further finds that the Events are, or will be, promoted through various platforms including but not limited to out-of-County advertising, social media, print media or other marketing efforts directed toward non-residents and visitors; and

WHEREAS, the Board expressly finds, determines, and declares that one of the main purposes of each of the Events is the attraction of tourists, as evidenced by the County’s active promotion of the Events to non-County residents, and with respect to the Watermelon Festival and Monticello Christmas, the demonstrated ability of these events to draw visitors from outside the County in prior years; and

WHEREAS, the Board hereby wishes to authorize the use of legally available TDT revenues to fund the Stage and Fireworks Show.

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

SECTION 1. FINDINGS. The foregoing recitals above are true and correct and are incorporated herein by reference and made a part hereof.

SECTION 2. AUTHORIZATION OF EXPENDITURE OF TOURIST DEVELOPMENT TAX REVENUES. The Board of County Commissioners of Jefferson County (“Board”) hereby authorizes the use of tourist development tax revenues for the following purposes:

- a. Purchase of a mobile event stage to be used for tourism-related events, including the County’s America 250 Celebration, Watermelon Festival and Monticello Christmas, and other events that have as one of their main purposes the attraction of tourists to Jefferson County; and

b. Funding of a fireworks show to support the County's America 250 Celebration

SECTION 3. IMPLEMENTATION. The County Manager is hereby directed to do all things necessary to provide for the expedient implementation of this Resolution and the expenditure of TDT funds for the purposes described in Section 2 hereof, including, but not limited to, the initiation of procurement procedures consistent with the County's Purchasing Policy and the preparation of any budget amendments (if necessary) for consideration by the Board. The County Manager is further directed to ensure that the Watermelon Festival, Monticello Christmas, and America 250 events are advertised and promoted to non-County residents.

SECTION 4. SEVERABILITY. If any provision of this Resolution is deemed invalid the remaining provisions shall remain in full force and effect.

SECTION 5. EFFECTIVE DATE. This Resolution shall be effective immediately upon its adoption.

PASSED AND ADOPTED on this _____ day of _____, 2026.

Ben White
Chairman

ATTEST:

Cecil "Trey" Hightower
Clerk of Courts

APPROVED AS TO FORM:

Evan Rosenthal
County Attorney

Jefferson County Board of County Commissioners
Accounts Payable Status with Accounting Distribution by Vendor

<u>Invoice Date</u>	<u>Activity Date</u>	<u>Invoice</u>	<u>Due Date</u>	<u>Description</u>	<u>Original Amount</u>	<u>Amount Owed</u>	<u>Accounting Distribution</u>	<u>Distribution Amount</u>
[10480] Advanced Business Systems								
3/30/2026	3/30/2026	480338	3/27/2026	Acct# C027-005 contract# CT3327-01 monthly copier maintenance Toshiba 73175 Rd Dept	19.80	19.80	11-4102-541.441	19.80
Total for[10480] Advanced Business Systems					19.80	19.80		19.80
[10770] Cintas								
4/13/2026	4/13/2026	4262846821	3/27/2026	Acct# 19616374 uniform rental - Rd Dept	164.51	164.51	11-4102-541.341	164.51
Total for[10770] Cintas					164.51	164.51		164.51
[10090] Conrad Yelvington Distrib								
4/13/2026	4/13/2026	2470219	3/27/2026	acct# 314478 Limerock roadbase - Yard	524.13	524.13	11-4102-541.530	524.13
4/13/2026	4/13/2026	2470904	3/27/2026	acct# 314478 Limestone Roadbase - Yard	2,069.15	2,069.15	11-4102-541.530	2,069.15
Total for[10090] Conrad Yelvington Distrib					2,593.28	2,593.28		2,593.28
[10059] Florida Gulf & Atlantic Railroad Company LLC								
3/30/2026	3/30/2026	2944921	3/27/2026	Agreement# DOT625538X RR signal maintenance fee for class IV signals @ Old Drifton Rd -	2,470.00	2,470.00	11-4102-541.341	2,470.00
Total for[10059] Florida Gulf & Atlantic Railroad Company					2,470.00	2,470.00		2,470.00
[10440] Monticello Carquest Inc.								
4/06/2026	4/06/2026	10338-352289	3/27/2026	acct# 132 3/4"x60" pvc electrical tape, 14pc redcplerplug kit - shop Rd dept	41.75	41.75	11-4102-541.520	41.75
4/13/2026	4/13/2026	10338-352737	3/27/2026	Acct# 132 rechargeable 500 lumen flashlight, injector clean & cetane boost, diesel inj cleaner, # 119, 111, 118, 109 Rd Dept	93.12	93.12	11-4102-541.520	93.12
4/13/2026	4/13/2026	103388-352882	3/27/2026	Acct# 253 8g-10mffor, sydr fitting, hose, pin hair hpc-103, cable ties - #78, 20, shop Rd Dept	108.40	108.40	11-4102-541.463	108.40
Total for[10440] Monticello Carquest Inc.					243.27	243.27		243.27
[12743] Site Truck Services LLC								
3/23/2026	3/23/2026	2756	3/27/2026	repair verification of 4x4 shift module #118 Rd Dept	210.00	210.00	11-4102-541.462	210.00
Total for[12743] Site Truck Services LLC					210.00	210.00		210.00
Report Total					5,700.86	5,700.86		5,700.86

Jefferson County Board of County Commissioners
Accounts Payable Status with Accounting Distribution by Vendor

<u>Invoice Date</u>	<u>Activity Date</u>	<u>Invoice</u>	<u>Due Date</u>	<u>Description</u>	<u>Original Amount</u>	<u>Amount Owed</u>	<u>Accounting Distribution</u>	<u>Distribution Amount</u>
[12435] J & K Petroleum, LLC								
4/13/2026	4/13/2026	012971	4/02/2026	used oil & filters pickup - road dept	75.00	75.00	11-4102-541.520	75.00
Total for[12435] J & K Petroleum, LLC					75.00	75.00		75.00
[10680] Meco of Atlanta								
3/23/2026	3/23/2026	501135	4/02/2026	Acct# JEFFCORD repair to pump #2 & #3 fuel pumps - Rd dept	3,055.77	3,055.77	11-4102-541.462	3,055.77
Total for[10680] Meco of Atlanta					3,055.77	3,055.77		3,055.77
[10775] Office Depot*								
4/06/2026	4/06/2026	462658380-001	4/02/2026	acct# 51501858 highmark paper towels - Rd Dept	78.06	78.06	11-4102-541.520	78.06
Total for[10775] Office Depot*					78.06	78.06		78.06
[10350] Ring Power Corporation*								
4/06/2026	4/06/2026	04BC0000881	4/02/2026	acct# 024320 filters Cat 420 backhoe #78 Rd Dept	148.18	148.18	11-4102-541.463	148.18
4/06/2026	4/06/2026	04BC0000882	4/02/2026	acct# 024320 filters Cat 450 backhoe #85 Rd Dept	148.18	148.18	11-4102-541.463	148.18
4/13/2026	4/13/2026	04BC0000925	4/02/2026	acct# 024320 cylinder for cat450 #85	4,583.41	4,583.41	11-4102-541.463	4,583.41
4/13/2026	4/13/2026	04WC1336847	4/02/2026	acct# 024320 repair implement control #85	18,796.87	18,796.87	11-4102-541.462	18,796.87
Total for[10350] Ring Power Corporation*					23,676.64	23,676.64		23,676.64
Report Total					26,885.47	26,885.47		26,885.47