



BOARD OF COUNTY COMMISSIONERS

THE KEYSTONE COUNTY-ESTABLISHED 1827

435 W. Walnut St., Monticello, Florida 32344

Stephen G. Fulford
District 1

John Nelson, Sr.
District 2

Hines F. Boyd
District 3

Betsy Barfield
District 4

Danny Monroe
District 5

Regular Session Agenda November 14, 2011 at the Courthouse Annex 435 W. Walnut St. Monticello, FL 32344

1. 6:00 P.M. – Call to Order, Invocation, Pledge of Allegiance
2. Public Announcements, Presentations, & Awards
3. Election of Chair
4. Election of Vice-Chair
5. Consent Agenda
 - a) Approval of Agenda
 - b) Minutes of November 3, 2011 Regular Session
 - c) Proposed Resolution – Supporting Current Water Management District Structure
 - d) Resolution Supporting Matching Grant for Historic Preservation
 - e) Budget Amendments
6. Citizens Request & Input on Non-Agenda Items (3 Minute Limit, No Commissioner Discussion)
7. General Business
 - a) North Florida Broadband Appointment – Comm. Fulford
 - b) Site Reviews/Housing Assistance Program – Meridian
 - c) Contracts for Disaster Recovery, SHIP, & Section 8 – Meridian
 - d) Taylor County Request for No-Wake Zone on Aucilla River – Jack Brown
 - e) Wacissa River Park Dog Issues – Comm. Monroe
 - f) Task Order for Solid Waste Facility – Beth Letchworth/Alan Wise
 - g) Road Department Purchasing & Personnel Issues – Roy Schleicher/David Harvey
8. County Coordinator's Report
 - a) Department Head Reports
 - b) Grievance Board Appointees
 - c) Discussion of 1999 Truck/out of Service – Beth Letchworth
9. Citizen's Forum (3 Minute Limit, Commissioner Discussion Allowed)
10. Commissioner Discussion Items
11. 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.

Kirk Reams
Clerk of Courts

Roy M. Schleicher
County Coordinator

Bird & Sparkman, P.A.
County Attorney

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR SESSION
November 3, 2011

The Board met this date in regular session. Present were Chairman Stephen Fulford, Commissioners Betsy Barfield, Hines Boyd, Danny Monroe and John Nelson. Also present were County Coordinator Roy Schleicher, County Attorney Buck Bird and Chief Deputy Clerk of Court Tyler McNeill.

ITEM 2(a): 211 Big Bend

1. Margot Gilbert and Lavinia Mayo with 211 Big Bend explained the role of their organization. They described the various types of referrals and counseling available 24 hours a day, 7 days a week.

ITEM 2(b): Veteran's Day Presentation

2. Commissioner Nelson recognized the Veterans of Jefferson County (Chester Cox, Willard Barnhart, Bill Calvin, Ernest Sneed, TJ Gamble) and presented each with a plaque.
3. Property Appraiser Angela Gray presented the Board with a refund of \$16,000 from her office budget.

ITEM 3: Consent Agenda

4. Commissioner Barfield requested to the pull the agenda for discussion and possible amendments.
5. **On motion by Commissioner Barfield, seconded by Commissioner Nelson and unanimously carried, the Board voted to move the discussion of bringing the Wacissa River Park under the Parks Department (Item 5b) to the November 14th night meeting.**
6. **On motion by Commissioner Nelson, seconded by Commissioner Monroe and unanimously carried, the Board voted to accept the rest of the agenda.**
7. **On motion by Commissioner Barfield, seconded by Commissioner Nelson and unanimously carried, the minutes of the October 6th, 2011 Regular Session were approved, with the requested change to wording on item # 25 (Gulf Wind Railroad Association).**
8. **On motion by Commissioner Boyd, seconded by Commissioner Monroe and unanimously carried, the minutes of the October 20th, 2011 Regular Session were approved.**
9. Commissioner Barfield stated she had not problem with the proposed resolution in support of the current water management district structure, but wanted Attorney Scott Shirley to offer his comments. Attorney Shirley explained that this resolution supports the current structure and recommended a resolution to be heard at the next meeting to be listed as a regular agenda item. **On motion by Commissioner Monroe, seconded by**

Commissioner Nelson and unanimously carried, the Board postponed the resolution to the next meeting.

- 10. On motion by Commissioner Boyd, seconded by Commissioner Monroe and unanimously carried, the Board approved the resolution supporting the grant for Main Street Jai Restoration.**

ITEM 4: Citizen's Request and Input on Non-Agenda Items

11. Economic Development Director Julie Conley stated she was happy to hear discussion by the Board about Economic Development. She said her Board had requested a workshop with the Commissioners.

ITEM 5(a): Taylor Co. Request for No-Wake Zone on Aucilla River

12. Jack Brown of Taylor County was not present. County Coordinator Roy Schleicher stated that Taylor County had already approved a resolution to this effect. County Attorney Buck Bird stated it was the area just north of the 98 bridge and said the main issue was putting up a few signs regarding no wake. He stated that Taylor County would police the matter and were just requesting the Board's approval, preferably via ordinance. Chairman Fulford stated he had no problem with the ordinance and recommended moving forward with an ordinance. County Coordinator Roy Schleicher requested that County Attorney Buck Bird prepare an ordinance for public hearing and to have it on the agenda for the next meeting.

ITEM 5(c): Concession Stand /Park Lighting

13. County Coordinator Roy Schleicher introduced the issues of the concession stand and park lighting. He said that the concession stand was dangerous and adjoining restrooms were not ADA complaint. He requested to move forward with the planning of a new concession stand and restrooms. Regarding the lighting, he said that the wiring did not meet electrical standards. He added that the light poles were so old that they were dangerous and recommended moving forward with estimates to address the light poles and electrical issues to meet standards. The Board briefly discussed the demand charge paid by the county. County Coordinator Schleicher said the county was charged for the potential use of the lights, year round and stated that with the recent merger between Progress Energy and Duke Energy, there may be changes to the demand charge. Chairman Fulford said we need to evaluate if activities are covering the cost to use the lights. Deputy Clerk Nick Flynt stated that the demand charge was about \$350 per month and stated that having another meter to split the office from the lights would possibly be beneficial. Commissioner Nelson concurred with the above statement that the wiring issues needed to be addressed. County Coordinator Schleicher stated that county engineer Preble-Rish may be able to assist with professional services component of this project. Commissioner Barfield requested that in this process, the county revisit energy efficiency and cost savings measures as discussed previously. Citizen Paul Henry asked why the word "grant" was thrown around and why the county did not consider a bond. County Coordinator Roy Schleicher said he would bring back his recommendations to the Board at a later meeting.

ITEM 6: PUBLIC HEARING – ORDINANCE NO. 2011-110311-01
AMENDING PLANNING COMMISSION RULES

14. Attorney Scott Shirley stated this was the first and final reading for the above referenced ordinance. He read the ordinance in its entirety and welcomed questions. He also added that future changes may need to be incorporated but recommended approving the ordinance at this time. Citizen Bud Wheeler inquired about different issues being addressed and also asked how there would be a Planning Commission meeting next week with so many vacancies on the Board. Attorney Shirley stated there should be enough Planning Commissioners present for a quorum. Citizen Charles Parrish inquired about applications for this Board and stated that when he previously asked, he was told they were incomplete. County Coordinator Roy Schleicher responded that applications were complete and could be picked up at his office. **On motion by Commissioner Monroe, seconded by Commissioner Boyd and unanimously carried, the Board approved Ordinance No. 2011-110311-01, amending Planning Commission Rules.**

ITEM 5(d): Redistricting Issues

15. Chairman Fulford introduced the discussion by stating the main issue was whether to include or exclude the prison population. **Commissioner Boyd made a motion to continue to include the prison population, to which Commissioner Nelson seconded for discussion.** Commissioner Barfield stated her opinion that including the prison population was not proper representation and presented a written statement and statistics for public record. She stated that she knew the risks based on counsel and Attorney General opinions, but felt strongly about her opinion as the prisoners were temporarily housed, convicted felons that could not vote and should not have equal footing as law abiding citizens. Chairman Fulford stated he did not see any benefit accomplished by taking risk against statutes to follow the census. He said this authority was not delegated to the Board to make the decision. Commissioner Monroe stated his hope that the legislature would address this issue in the future and that the county need to stay within the guidelines. He added that the Attorney General's opinion carried significant weight. Commissioner Nelson concurred that he wanted to abide by the law. Citizen Charles Parrish inquired as to whether or not there was any great amount of shift in any district, to which Chairman Fulford responded in the affirmative and said it would be addressed next. Commissioner Boyd added that things are not always perfect, but the courts have to decide how we represent our population. **By a vote of 4 to 1 (Barfield opposed), the above motion was carried.**
16. Chairman Fulford said there were significant changes in several districts, particularly districts 1, 3 and 4 which each grew by over 500 residents. He said that since this was outside of 10%, the Board would need to proceed with redistricting. He noted that the Clerk of Court had offered the support of IT Director Johnnie Abron on county time and offered to purchase the software/program in order for the county to have full functionality and capability. Chairman Fulford added this software could be utilized more than once, particularly by the Road and Planning Departments. Commissioner Boyd said he spoke with citizen George Cole, who would love to be involved. Commissioner Barfield expressed reservations about a county employee drawing lines and stated that for propriety's sake, she would prefer for someone else to do it. Chairman Fulford said the drawing of the map was more technical work and that the Board would ultimately decide about the lines. Commissioner Boyd proposed that Mr. Cole and Mr. Abron work together as a team. Citizen Charles Parrish noted that the last time lines were drawn, it was done by the citizens and did not cost the county any money. Citizen Bud Wheeler said he agreed with Commissioner Barfield about a county employee performing the

function. Citizen C.P. Miller noted that this discussion was only the beginning and that the controversy would only get worse when doing the map. Commissioner Monroe stated he liked the idea of having Mr. Abron and Mr. Cole perform the work at a specified county location. Citizen Paul Henry asked why each Board member did not appoint a representative, to which Chairman Fulford said he had no one in mind and would prefer to represent himself on this matter. County Attorney Buck Bird noted that voter age and demographic information was necessary per court order. **On motion by Commissioner Nelson, seconded by Commissioner Monroe and unanimously carried, the Board moved to have two technicians input the data into a computer for the Board to review.** Chairman Fulford requested that each Board member keep Mondays in November available to meet in conjunction with the School Board. He said he would reach out to the School Board and bring back a firm date and time.

ITEM 7(a): County Coordinator's Report / County Mine Update

17. County Coordinator Roy Schleicher gave an update on the county mine. He stated that three employees had been interviewed and approved to work at the mine. Two of these employees will be present at the mine during work hours, with the third employee serving as an alternate. He stated that the blast would take place at the mine next week and there were very stringent instructions from Mr. Hatch about being at the site during this time frame.
18. Fire Chief Mark Matthews stated that the city was not interested in signing the interlocal agreement and noted that the city was not currently paying the Fire Assessment, which could ultimately result in legal action or other issues. County Coordinator Roy Schleicher stated he would reach out to the city along with County Attorney Buck Bird to discuss further.
19. Commissioner Barfield inquired about purchased made by the Road Department. County Coordinator Schleicher stated that to date the items had not been paid for and that Road Superintendent David Harvey would come before the Board at the next meeting. He noted that Clerk of Court Kirk Reams, as CFO, could refuse to pay since the items were not purchased according to the Purchasing Policy. County Coordinator Schleicher added that he would be sending each Commissioner a memo discussing the Road Department in detail, specifically a table of organization, pay rates, job descriptions, hiring practices and stolen items. Commissioner Barfield expressed her belief that the Road Superintendent needed to follow the purchasing policy and correct hiring practices. Commissioner Boyd stated that the county needed to pay its employees well. Commissioner Nelson stated that there were many issues at the Road Department that needed attention and said he would bring some items before the Board at the next meeting. Commissioner Barfield asked the Board how long they were going to tolerate the Road Superintendent's bad behavior. Solid Waste Director Beth Letchworth expressed concern about the hiring practices of the Road Department and stated it was not fair that she had to answer to her employees for following the rules. Assistant County Coordinator Henry Gohlke added that if procedures had been followed by the Road Department, the county would not be having these issues.

ITEM 8: Citizens' Forum

20. Citizen Charles Parrish expressed concern over Fire Assessment money being used to take care of people in the city that did not pay the Fire Assessment.

BOARD OF COUNTY COMMISSIONERS
MINUTE BOOK 23, PAGE _____

21. Citizen Paul Henry wanted to let the Board know there was a bill in the legislature to allow gas retailers to sell ethanol free gas. He also inquired about the nature/origin of the refund given back to the Board by Property Appraiser Angela Gray.
22. Citizen C.P. Miller stated his opinion that all employees are molded and that Road Superintendent David Harvey gets away with breaking the rules because the Board allows it to happen.
23. Deputy Clerk Nick Flynt presented two budget amendment requests to the Board: one regarding NRCS and the other regarding the Enterprise Florida grant. **Commissioner Nelson made a motion, to which Commissioner Monroe seconded for discussion.** Mr. Flynt noted that these amendments were strictly housekeeping issues in order to close out the books. Commissioner Boyd said he felt this should be an agenda item. **Commissioner Nelson withdrew his motion and this issue will be on the next agenda.**

ITEM 9: Commissioner Discussion Items

24. Commissioner Nelson gave a summary of the Veteran's Day activities over the next week and invited the Board to the parade in Greenville on Friday, November 11th at 8:15 with a free breakfast following.
25. Commissioner Barfield stated she met with Mr. Dillard and Mr. Lilly of the County Extension to discuss the horse arena and stated she would keep the Board posted on any developments. She also mentioned the idea of possibly housing the Code Enforcement Officer at the Solid Waste Department. Commissioner Barfield also thanked Commissioner Nelson for the earlier presentation to county veterans.
26. Commissioner Monroe said he had spoken with Alan Wise regarding the dredging at the Wacissa River. He stated that the county had the permit but was waiting on the Army Corps of Engineers. He added that he does not yet have a price for the dredging machine or worker but would bring back to the Board as soon as he had the information.
27. Commissioner Boyd stated he did not think we had a budget for hiring a person for Code Enforcement.
28. Chairman Fulford requested a leave of absence from the Broadband Authority Board for personal reasons. It was stated that the County Coordinator could serve as the Board appointee as an alternate. This item was placed on the agenda for the next meeting.
29. The warrant register was reviewed and bills ordered paid.

ITEM 10: Adjournment

- 30. On motion by Commissioner Monroe, seconded by Commissioner Nelson and unanimously carried, the meeting was adjourned.**

Attest: _____
Clerk

Chairman

Resolution No. 2011-111411-01

WHEREAS, water is vital to our life, health, and well-being; and

WHEREAS, adequate and properly managed water resources are essential to both our economy and environment; and

WHEREAS, the water management districts were established in Chapter 373, Florida Statutes, to manage water on a regional basis, to be overseen by governing boards comprised of lay citizens within the districts and appointed by the Governor; and

WHEREAS, Chapter 373, Florida Statutes, strongly discourages the transfer of water resources across water management district or county boundaries; and

WHEREAS, in Florida, our water resources belong to the public- all its citizens; it is not a commodity that can be bought and sold.

NOW, THEREFORE, BE IT RESOLVED that Jefferson County Board of County Commissioners:

- (1) Supports the water management structure and functions as delineated in Chapter 373, Florida Statutes;
- (2) Supports adequate funding for the water management districts, such that they may accomplish their lawful missions of managing and protecting regional and local water resources;
- (3) Opposes the centralization, command and control of our regional and local water resources within the executive and/or legislative branches of government, or by a statewide board or authority; and
- (4) Opposes any effort to move water from public ownership to ownership or total control by private interests.

This Resolution presented and passed in open session this 3rd day of November, 2011

Stephen Fulford, Chairman

ATTEST:

Kirk Reams, Clerk of Court

RESOLUTION NO. 2011-110311-02

RESOLUTION SUPPORTING JEFFERSON COUNTY BOCC GRANT APPLICATION FOR REHABILITATION OF HISTORIC LAMONT SCHOOLHOUSE

WHEREAS, the Jefferson County Board of County Commissioners is pursuing a grant for assistance in rehabilitating and restoring the historic one-room Schoolhouse located at 9939 South Salt Road in the Lamont community, and

WHEREAS, improvements at the facility will enable development of a branch library and community hub, and

WHEREAS, the Jefferson County Commission supports the project as one which will enhance the preservation of the history and heritage of Jefferson County, as well as provide educational and cultural improvements to a remote area of not only Jefferson, but Taylor and Madison Counties as well, and

WHEREAS, the county's designation as a Rural Area of Economic Critical Concern warrants favorable consideration of the application by the Florida Division of Historical Resources, and

WHEREAS, the Jefferson County Board of County Commissioners has the financial ability to provide a match up to \$50,000 in cash from fiscally constrained funds.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS that the Jefferson County Board of County Commissioners hereby enthusiastically urges the Division of Historical Resources to approve the grant application for the Lamont Schoolhouse Rehabilitation Project.

This Resolution presented and passed in open session this 14th day of November, 2011

Stephen Fulford, Chairman

ATTEST:

Kirk Reams, Clerk of Court



KIRK REAMS

Jefferson County
Clerk of Court & CFO

1 Courthouse Circle
Monticello, FL 32344
(850) 342-0218
Fax (850) 342-0222

Budget Amendment Request

November 9, 2011

<u>LINE ITEM NAME</u>	<u>REVENUE</u>	<u>EXPENDITURE</u>
INDUSTRIAL PARK FEASIBILITY GRANT	\$275,000	\$275,000
NRCS	\$400,804.16	\$400,804.16

Commissioners:

The requested budget amendments above establish and reflect the acceptance of grant revenues as well as create budgetary authority to expend these funds. I am requesting that these amendments be approved by one motion so I will be able to make the necessary accounting changes.

Thank you for your attention to this matter.

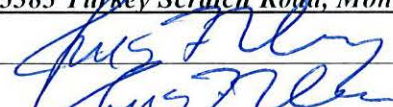
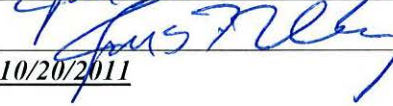
Sincerely,

Kirk B. Reams



**Step 5
Site Specific Review Checklist**

This checklist is for categorically excluded activities as listed in the unspecified site strategy.

Address of Site 5383 Turkey Scratch Road, Monticello, FL 32344
 Signature of Person Who Inspected Site 
 Final Signature 
 Date of Completed Review 10/20/2011

If there are more than 4 new construction units together, this form cannot be used. Refer to 24 CFR Part 58.35 (a)(4).

Develop the Site Specific Review checklist which contains only the items that could not document compliance on the Broad Review.

What is the estimated cost of rehabilitation or renovation? **\$65,500.00**
 Indicate the estimated value of the improvement(s) **\$65,500.00**
 0 to 39.9% of the market value of the structure
 40 to 49.9% of the market value of the structure
 50 to 74.9% of the market value of the structure *
 75%+ (and above) of the market value of the structure *

Reject any site where rehabilitation cost exceeds 50% of the property appraiser's property record card.

Please note that when the rehab costs meet or exceed 50% of the market value of the structure, a Statutory Worksheet (with supporting documentation) must be completed for each unit.

1. Floodplain Management:

Check the Flood Insurance Rate Map (FIRM) to determine if the site is in the Floodplain (500 year for critical actions, 100 year for all other activities) _____ yes no

If yes, and site involved new construction or major rehabilitation, the eight step decision making process is required as described at 24 CFR Part 55.20.

(Location) is located within the 100-year Flood Plan. Documentation of current Flood Insurance Policy required to be submitted for housing rehabilitation projects.

2. Historic Preservation:

Is the structure on the site or structure adjacent to the site more than 50 years old?	_____	Yes	_____	<input checked="" type="checkbox"/>	No
Age of structure on your site	<u>18</u>	Age	<u>1993</u>		Year
Age of structure on adjacent sites	<u>unknown</u>	Age	_____		Year
Is the site in a historic district?	_____	Yes	_____	<input checked="" type="checkbox"/>	No
If you are disturbing the soil, does your site have potential to contain archeological properties?	_____	Yes	_____	<input checked="" type="checkbox"/>	No

3. Hazardous Operations

a. Noise

For rehabilitation, consideration of noise is all that is required. If the rehabilitation involves activities that would potentially reduce noise (such as new windows or insulation) then consider modifying the activity to reduce noise. For new construction:

Is there is Highway within 1,000 feet	Yes	<input checked="" type="checkbox"/> No
Is there a Rail Road within 3,000 feet	Yes	<input checked="" type="checkbox"/> No
Is there an Airport within 15 miles	Yes	<input checked="" type="checkbox"/> No

(You may be able to address airport noise for the whole City and not have to on the site specific review)
The Noise policy does not apply to any action or emergency assistance for actions under Disaster Recovery grants as indicated at 24 CFR Part 51.101(a)(3).

If yes, conduct a Noise assessment according to the HUD Noise Guidebook.
If the noise exceeds acceptable levels reject the site or migrate to achieve acceptable or normally acceptable Noise levels.

If no, proceed with the project.

b. Hazardous Operations

For rehabilitation, determine the acceptable separation distance ONLY if increasing the number of individuals subjected to potential hazard.

For new construction, continue below:

Are there any above ground storage tanks of more than 100 gallons within 1 mile of the site that contain explosive or flammable liquids? _____ yes no

If yes, refer to page 51 and 52 of HUD Hazard Guidebook. Collect information about the size, contents and determine if the tank is under pressure. **A site located at a distance less than the ACCEPTABLE SEPARATION DISTANCE should be rejected or mitigated.**

For example, if the separation distance is 150 feet, a site that is located at 125 feet should be rejected.

c. Toxics

Observe the site for any evidence that a toxic material could be present on the site such as: distressed vegetation, vent or fill pipes, storage tanks, pits, ponds or lagoons, stained soil or pavement, pungent, foul or noxious odors, or past uses of the site. _____ yes no

Reject any site that has a presence of Toxics or require cleanup prior to purchasing the site.

STATUTORY WORKSHEET

24 CFR §58.5 STATUTES, EXECUTIVE ORDERS & REGULATIONS

Suggested Format for Categorically Excluded Projects subject to §58.5. **NOTE:** Compliance with the laws and statutes listed at 24 CFR §58.6 must also be documented.

PROJECT NAME and **DESCRIPTION** - Include all contemplated actions that logically are either geographically or functionally part of the project: 5383 Turkey Scratch Road, Monticello, FL 32344

This proposal is determined to be categorically excluded according to: (Cite Section(s)) 24CFR Section 58.35 (a)

DIRECTIONS - Write "A" in the Status Column when the proposal, by its scope and nature, does not affect the resources under consideration; or write "B" if the project triggers formal compliance consultation procedures with the oversight agency, or requires mitigation (see Statutory Worksheet Instructions). Compliance documentation must contain verifiable source documents and relevant base data.

Compliance Factors:

STATUTES, EXECUTIVE ORDERS AND REGULATIONS LISTED AT 24 CFR §58.5	A/B	COMPLIANCE DETERMINATION AND DOCUMENTATION
HISTORIC PRESERVATION 36 CFR PART 800	A	This mobile home structure was built in 1993. No letter from Historic Review is required.
FLOODPLAIN MANAGEMENT 24 CFR §55 & EXECUTIVE ORDER 11988	A	This site is not located in a flood zone.
WETLAND PROTECTION EXECUTIVE ORDER 11990	A	This site is not located in wetlands.
COASTAL ZONE MANAGEMENT ACT SECTIONS 307(c) & (d)	A	Consistent with the Florida Coastal Management Program.
SOLE SOURCE AQUIFERS 40 CFR 149	A	Not located in Sole Source Aquifer area.
ENDANGERED SPECIES ACT 50 CFR 402	A	No change to existing footprint.
WILD AND SCENIC RIVERS ACT SECTIONS 7(b) & (c)	A	Not in a wild and scenic River area as identified in the National River List.
CLEAN AIR ACT SECTIONS 176(c)(d) & 40 CFR 6, 51, 93	A	No development is created that would contribute to air pollution
FARMLAND PROTECTION POLICY ACT 7 CFR 658	A	No impact to farmland in the building of this home.
ENVIRONMENTAL JUSTICE EXECUTIVE ORDER 12898	A	No Environmental impact
NOISE ABATEMENT & CONTROL 24 CFR §51B	A	No impact associated with this site.
EXPLOSIVE & FLAMMABLE OPERATIONS 24 CFR §51C	A	Program does not increase the number of people capacity of occupying the home. No potential increase in occupancy.
HAZARDOUS, TOXIC OR RADIOACTIVE MATERIALS & SUBSTANCES 24 CFR 58.5(i)(2)	A	Site free from hazardous environment

AIRPORT CLEAR ZONES & ACCIDENT POTENTIAL ZONES 24 CFR 51D	A	Not located within 3000 feet of a civilian airport or 2.5 miles of a military airport
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Determination:

This project converts to Exempt, per Section 58.34(a)(12), because it does not require any mitigation for compliance with any listed statutes or authorities, nor requires any formal permit or license (Status "A" has been determined in the status column for all authorities); **Funds may be committed and drawn down** for this (now) EXEMPT project;

or

This project cannot convert to exempt status because one or more statutes or authorities require formal consultation or mitigation. Complete consultation / mitigation protocol requirements, publish NOI /RROF and obtain Authority to Use Grant Funds (HUD 7015.16) per Section 58.70 and 58.71 before committing or drawing down funds;

or

The unusual circumstances of this project may/will result in a significant environmental impact. This project requires preparation of an Environmental Assessment (EA). Prepare the EA according to 24 CFR Part 58 Subpart E.

PREPARER SIGNATURE

James F. Moseley Vice President Meridian Community Services Group, Inc
 PREPARER NAME & TITLE

10/20/2011
 DATE

RESPONSIBLE ENTITY AGENCY OFFICIAL SIGNATURE

NAME & TITLE:

DATE

**Documentation of Compliance with
24 CFR Part 58.6 (a –d)**

Use this form for all levels of review

Grant Recipient **Jefferson County**

Contract Number **11DB-L4-02-43-01-H30**

Prepared By **James Moseley**

Date **10/20/2011**

Flood Insurance:

- The site is not in the 100- year flood plain (see attached map)**
 The site is in the 100- year flood plain (see attached map)
 Flood Insurance is required for structures in the 100- year flood plain

- a. Flood Insurance when the site is in the 100 –year flood plain:
1. Under the flood Disaster Protection Act of 1973, as amended (42 U.S.C. 4001-4128), Federal financial assistance or acquisition and construction purposes (including rehabilitation) may not be used in an area identified by the Federal Emergency Management Agency (FEMA) as having special flood hazards, unless:
 - i. The community in which the area is situated is participating in the National Flood Insurance Program (see 44 CDR Parts 59 through 79), or less than one year has passed since the FEMA notification regarding such hazards, and
 - ii. Where the community is participating in the National Flood Insurance Program, flood insurance protection is to be obtained as a condition of the approval of financial assistance to the property owner.
 2. Where the community is participating in the National Flood Insurance Program and the recipient provided financial assistance for acquisition or construction purposes (including rehabilitation) for property located in an area identified by FEMA as having special flood hazards, the responsible entity is responsible for assuring that flood insurance under the National Flood Insurance Program is obtained and maintained.
 3. Paragraph (a) of this section does not apply to Federal Formula grants made to a State.
 - b. Under section 582 of the National Flood Insurance Reform Act of 1994, 42 U.S.C. 5154a, HUD Disaster assistance that is made available in a special flood hazard area may not be used to make a payment (including any loan assistance payment) to a person for repair, replacement or restoration for flood damage to any personal, residential or commercial property if:
 1. The person had previously received Federal flood disaster insurance conditioned on obtaining and maintaining flood insurance; and
 2. The person failed to obtain and maintain flood insurance.

Coastal Barrier Islands:

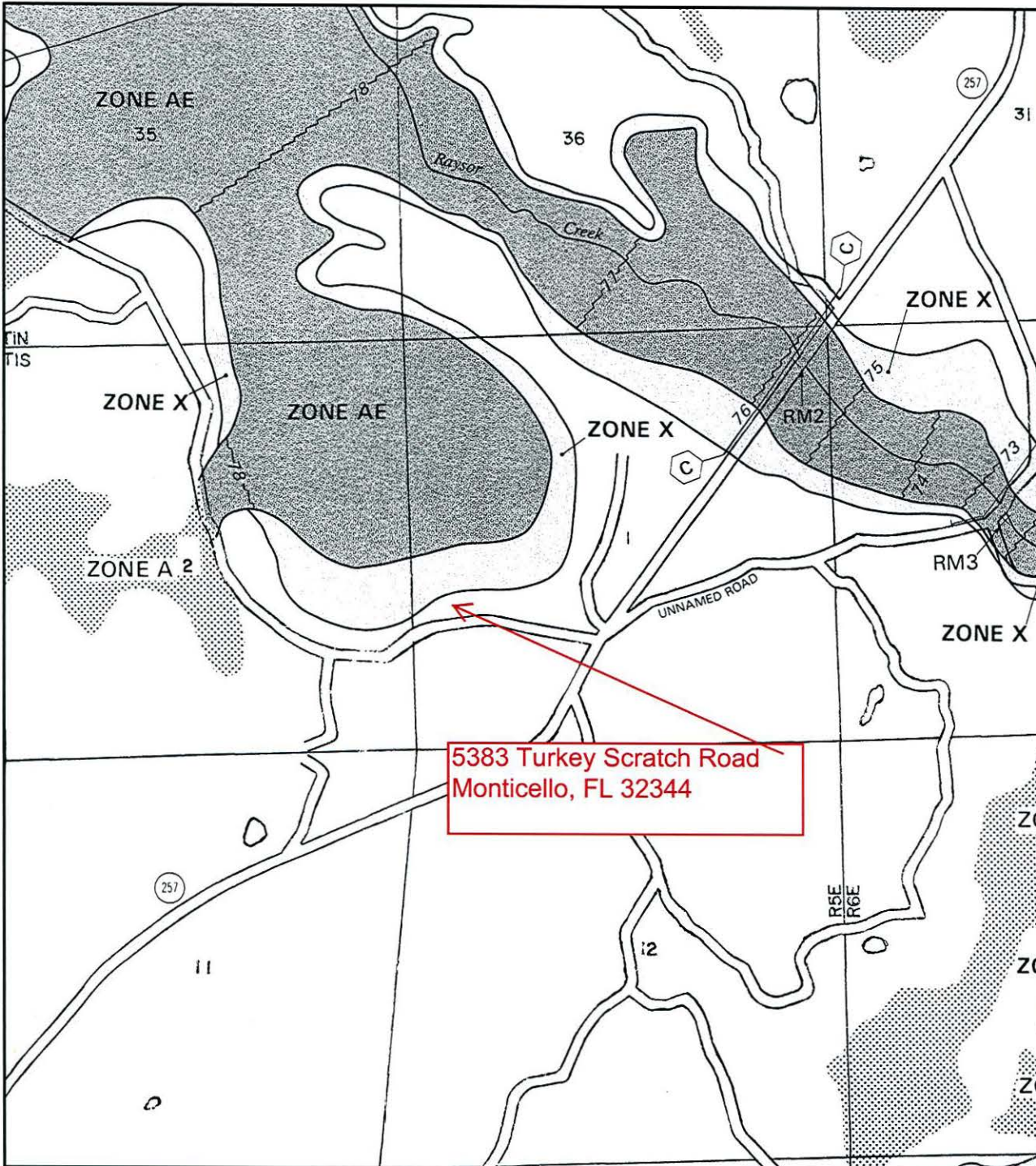
- The site is not in a Coastal Barrier Island (documentation attached)**
 The site is in a Coastal Barrier Island but the activity is not prohibited as indicated at: <http://www.fws.gov/>
 The site is in a Coastal Barrier Island and the activity is prohibited as indicated at: <http://www.fws.gov/>; the project must be rejected.

- c. Pursuant to the Coastal Barrier Resources Act, as amended by the Coastal barrier Improvement Act of 1990 (16 U.S.C. 3501), HUD assistance may not be used for most activities proposed in the Coastal Barrier Resources System.

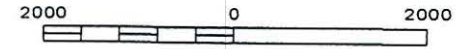
Clear Zones:

- The site is not in the Clear Zone (documentation attached)**
 The site is in the Clear Zone (signed acknowledgement attached)

- d. In all cases involving HUD assistance, subsidy, or insurance for the sale of an existing property in a Runway Clear Zone or Clear Zone, as defined in 24 CFR Part 51, the responsible entity shall advise that the property is in a runway clear zone or clear zone, what the implications of such a location are, and that there is a possibility that the property may, at a later date be acquired by the airport operator. The buyer must sign a statement acknowledging receipt of this information.



APPROXIMATE SCALE IN FEET



NATIONAL FLOOD INSURANCE PROGRAM

FIRM
FLOOD INSURANCE RATE MAP

JEFFERSON COUNTY,
FLORIDA
(UNINCORPORATED AREAS)

PANEL 175 OF 325

COMMUNITY—PANEL NUMBER:

120331 0175 B

EFFECTIVE DATE:

JULY 16, 1991



Federal Emergency Management Agency

This is an official copy of a portion of the above referenced flood map. It was extracted using F-MIT On-Line. This map does not reflect changes or amendments which may have been made subsequent to the date on the title block. For the latest product information about National Flood Insurance Program flood maps check the FEMA Flood Map Store at www.msc.fema.gov



SUWANNEE RIVER WATER MANAGEMENT DISTRICT

June 20, 2011

Marilee Wolfe
Administrative Assistant
Meridian Community Services Group
P.O. Box 357995
Gainesville, FL 32635-7995

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DAVID STILL
Executive Director
Lake City, Florida

Subject: Ms. Tanga Johnson; Parcel Number 01-1S-5E-0000-0110-0000 – Jefferson County

Dear Ms. Wolfe:

In order to avoid having the subject property owner or Meridian Community Services Group apply for a formal wetland determination by the Suwannee River Water Management District (District), per Chapter 40B-400.046, Florida Administrative Code (F.A.C.), I visited the parcel on June 15, 2011, to determine a safe upland boundary.

This determination would serve to delineate the wetlands in an informal manner, yet be consistent with methods for the delineation of wetlands and other surface waters specified by Chapter 62-340, Florida Administrative Code (F.A.C.). My inspection revealed that wetlands are absent on Ms. Johnson's property, and a report is included with this correspondence. I recommend leaving the Pine canopy intact on this site for support of my determination.

Please let me know if I can be of further assistance. You can contact me at 800.226.1066, FL toll free only; 386.647.3144, office direct; or 386.647.6990, cellphone.

Sincerely,


Louis Mantini
Regulatory Scientist I




LM/rl

cc: Bellamy T. Johnson
Enclosures

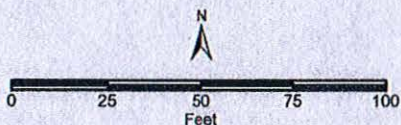
Water for Nature, Water for People



Tanga Johnson
06/08/11
-010501

-  Parcel_DOR_Jefferson selection
-  Parcel_DOR_Jefferson
-  wpt001

Louis Mantini, Reg Sci_12_22_10



Note: This map was created by the Suwannee River Water Management District (SRWMD) to be used for planning purposes only. SRWMD shall not be held liable for any injury or damage caused by the use of data distributed as a public records request regardless of their use or application. SRWMD does not guarantee the accuracy, or suitability for any use of these data, and no warranty is expressed or implied. For more information please contact the SRWMD at 386-362-1001.
Map Created on 10/1/2008

MEMORANDUM

TO: Reading File

FROM: Louis Mantini

DATE: June 17, 2011

RE: Tanga Johnson informal determination; Parcel Number 01-1S-5E-0000-0110-0000

In order to avoid having the subject property owner or Meridian Community Services Group apply for a formal wetland determination by the Suwannee River Water Management District (District), per Chapter 40B-400.046, Florida Administrative Code (F.A.C.), I visited the parcel on June 15, 2011, to determine a safe upland boundary. This determination would serve to delineate the wetlands in an informal manner, yet be consistent with methods for the delineation of wetlands and other surface waters specified by Chapter 62-340, Florida Administrative Code (F.A.C.).

The site was dominated by a canopy of Loblolly pine (*Pinus taeda*), at a cover of 10% or greater, and was utilized as the appropriate vegetative stratum for this determination. Loblolly pine is not listed in the vegetative index of 62-340.450, F.A.C., so the canopy is therefore representative of an upland species. This automatically disqualifies wetland determination, according to the "A"- and "B"-tests, per 62-340.300 (2) (a) and (b), F.A.C. The vegetative community on the parcel most-appropriately resembles pine flatwoods, as described in 62-340.300 (2) (c) 4., F.A.C., having a high water table but excepting Longleaf pine, Slash pine, and shrubs or groundcover which are not facultative or obligate plant species. In fact, the shrubs and groundcover plant species were mixed facultative (FAC), facultative-wet (FACW), and obligate wetland (OBL) and upland species. The sub-canopy included Sweetgum (*Liquidambar styraciflua*, FACW), Swamp bay (*Persea palustris*, FACW), Willow (*Salix* sp.), and Red maple (*Acer rubrum*, FACW). Shrubs included Fetterbush (*Lyonia lucida*, FACW), Titi (*Cyrilla racemiflora*; FAC), Sweet pepperbush (*Clethra alnifolia*, FACW), and Saw palmetto (*Serenoa repens*, not listed/upland species). The groundcover was dominated by Cinnamon fern (*Osmunda cinnamomea*, FACW); except in areas with compacted soils having Meadow beauties (*Rhexia* spp., FACW), yellow-eyed grass (*Xyris* spp.; OBL), and Virginia chain fern (*Woodwardia virginica*; FACW). Hydric soils, and hydric soil indicators were absent, therefore eliminating any potential determination according to 62-340.300 (d), F.A.C. However, it is cautioned that hydrologic indicators were present in areas of soil compaction,

including *wpt001*, in the enclosed aerial photograph, along with subcanopy vegetation that would qualify a small area (<0.1-acre) as a wetland if the pine canopy were removed, per 62-340.300 (2) (b), F.A.C. Therefore, it is highly-recommended to leave the pine-canopy intact for the purpose of preserving this determination.

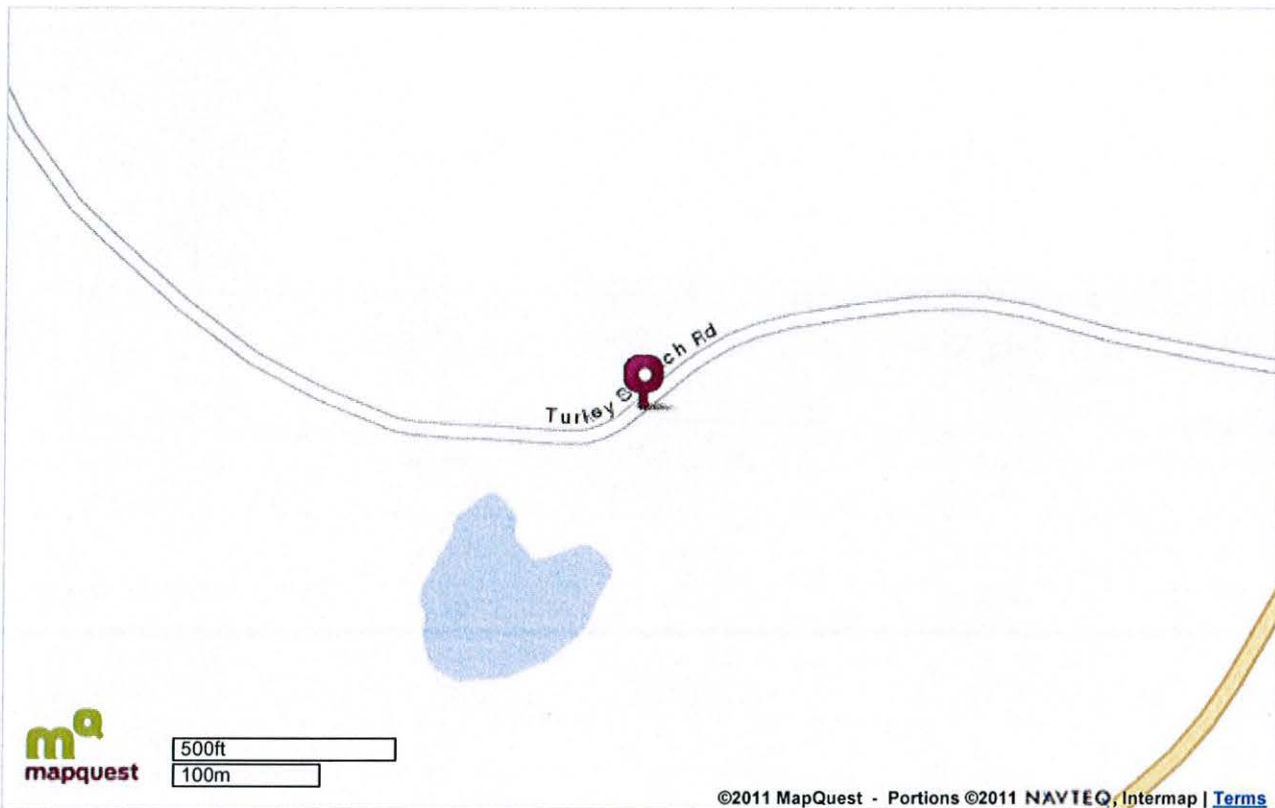
LM



Map of:

5383 Turkey Scratch Rd
Monticello, FL 32344-0422

Notes



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Jefferson County Property Appraiser

updated: 10/3/2011

2011 Tax Roll Year

Parcel: 01-1S-5E-0000-0110-0000

Search Result: 1 of 1

Owner & Property Info

Owner's Name	BELLAMY TANGA JOHNSON		
Mailing Address	5383 TURKEY SCRATCH ROAD MONTICELLO, FL 32344		
Site Address	5383 TURKEY SCRATCH RD		
Use Desc. (code)	MOBILE HOM (000200)		
Tax District	3 (County - SRWMD)	Neighborhood	0
Land Area	1.000 ACRES	Market Area	01
Description	NOTE: This description is not to be used as the Legal Description for this parcel in any legal transaction. 1 ACRE IN NW1/4 OF SW1/4 ORB 618 P 345		



Property & Assessment Values

2011 Preliminary Certified Values		
Mkt Land Value	cnt: (0)	\$5,000.00
Ag Land Value	cnt: (1)	\$0.00
Building Value	cnt: (1)	\$13,985.00
XFOB Value	cnt: (1)	\$1,000.00
Total Appraised Value		\$19,985.00
Just Value		\$19,985.00
Class Value		\$0.00
Assessed Value		\$19,985.00
Exempt Value	(code: HX)	\$19,985.00
Total Taxable Value	Cnty: \$0 Other: \$0 Schl: \$0	

2012 Working Values

NOTE:
2012 Working Values are NOT certified values and therefore are subject to change before being finalized for ad valorem assessment purposes.

Sales History

Sale Date	OR Book/Page	OR Code	Vacant / Improved	Qualified Sale	Sale RCode	Sale Price
3/11/2008	618/345	WD	I	U		\$6,000.00
9/5/2001	474/54	WD	I	U		\$5,000.00

Building Characteristics

Bldg Sketch	Bldg Item	Bldg Desc	Year Blt	Ext. Walls	Heated S.F.	Actual S.F.	Bldg Value
Show Sketch	1	MOBILE HME (000800)	1993	MOD METAL (25)	924	988	\$13,985.00
Note: All S.F. calculations are based on exterior building dimensions.							

Extra Features & Out Buildings

Code	Desc	Year Blt	Value	Units	Dims	Condition (% Good)
1011	SEPT TK BE	1994	\$1,000.00	0000001.000	0 x 0 x 0	(000.00)

Land Breakdown

Lnd Code	Desc	Units	Adjustments	Eff Rate	Lnd Value
000100	SFR (MKT)	1 AC	1.00/1.00/1.00/1.00	\$5,000.00	\$5,000.00

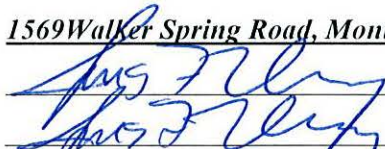

Jefferson County Property Appraiser

updated: 10/3/2011



**Step 5
Site Specific Review Checklist**

This checklist is for categorically excluded activities as listed in the unspecified site strategy.

Address of Site 1569 Walker Spring Road, Monticello, FL 32344
 Signature of Person Who Inspected Site 
 Final Signature 
 Date of Completed Review 07/01/2011

If there are more than 4 new construction units together, this form cannot be used. Refer to 24 CFR Part 58.35 (a)(4).

Develop the Site Specific Review checklist which contains only the items that could not document compliance on the Broad Review.

What is the estimated cost of rehabilitation or renovation? **\$65,500.00**
 Indicate the estimated value of the improvement(s) **\$65,500.00**
 0 to 39.9% of the market value of the structure
 40 to 49.9% of the market value of the structure
 50 to 74.9% of the market value of the structure *
 75%+ (and above) of the market value of the structure *

Reject any site where rehabilitation cost exceeds 50% of the property appraiser's property record card.

Please note that when the rehab costs meet or exceed 50% of the market value of the structure, a Statutory Worksheet (with supporting documentation) must be completed for each unit.

1. Floodplain Management:

Check the Flood Insurance Rate Map (FIRM) to determine if the site is in the Floodplain (500 year for critical actions, 100 year for all other activities) _____ yes no

If yes, and site involved new construction or major rehabilitation, the eight step decision making process is required as described at 24 CFR Part 55.20.

(Location) is located within the 100-year Flood Plan. Documentation of current Flood Insurance Policy required to be submitted for housing rehabilitation projects.

2. Historic Preservation:

Is the structure on the site or structure adjacent to the site more than 50 years old?	Yes	<input checked="" type="checkbox"/>	No
Age of structure on your site	<u>26</u>	Age	<u>1985</u> Year
Age of structure on adjacent sites	<u>unknown</u>	Age	____ Year
Is the site in a historic district?	____	Yes	<input checked="" type="checkbox"/> No
If you are disturbing the soil, does your site have potential to contain archeological properties?	____	Yes	<input checked="" type="checkbox"/> No

3. Hazardous Operations

a. Noise

For rehabilitation, consideration of noise is all that is required. If the rehabilitation involves activities that would potentially reduce noise (such as new windows or insulation) then consider modifying the activity to reduce noise. For new construction:

Is there is Highway within 1,000 feet	Yes	<input checked="" type="checkbox"/> No
Is there a Rail Road within 3,000 feet	Yes	<input checked="" type="checkbox"/> No
Is there an Airport within 15 miles	Yes	<input checked="" type="checkbox"/> No

(You may be able to address airport noise for the whole City and not have to on the site specific review)
The Noise policy does not apply to any action or emergency assistance for actions under Disaster Recovery grants as indicated at 24 CFR Part 51.101(a)(3).

If yes, conduct a Noise assessment according to the HUD Noise Guidebook.
If the noise exceeds acceptable levels reject the site or migrate to achieve acceptable or normally acceptable Noise levels.

If no, proceed with the project.

b. Hazardous Operations

For rehabilitation, determine the acceptable separation distance ONLY if increasing the number of individuals subjected to potential hazard.

For new construction, continue below:

Are there any above ground storage tanks of more than 100 gallons within 1 mile of the site that contain explosive or flammable liquids? _____ yes no

If yes, refer to page 51 and 52 of HUD Hazard Guidebook. Collect information about the size, contents and determine if the tank is under pressure. **A site located at a distance less than the ACCEPTABLE SEPARATION DISTANCE should be rejected or mitigated.**

For example, if the separation distance is 150 feet, a site that is located at 125 feet should be rejected.

c. Toxics

Observe the site for any evidence that a toxic material could be present on the site such as: distressed vegetation, vent or fill pipes, storage tanks, pits, ponds or lagoons, stained soil or pavement, pungent, foul or noxious odors, or past uses of the site. _____ yes no

Reject any site that has a presence of Toxics or require cleanup prior to purchasing the site.

STATUTORY WORKSHEET
24 CFR §58.5 STATUTES, EXECUTIVE ORDERS & REGULATIONS

Suggested Format for Categorically Excluded Projects subject to §58.5. **NOTE:** Compliance with the laws and statutes listed at 24 CFR §58.6 must also be documented.

PROJECT NAME and **DESCRIPTION** - Include all contemplated actions that logically are either geographically or functionally part of the project: 1569 Walker Spring Road, Monticello, FL 32344

This proposal is determined to be categorically excluded according to: (Cite Section(s)) 24CFR Section 58.35 (a)

DIRECTIONS - Write "A" in the Status Column when the proposal, by its scope and nature, does not affect the resources under consideration; or write "B" if the project triggers formal compliance consultation procedures with the oversight agency, or requires mitigation (see Statutory Worksheet Instructions). Compliance documentation must contain verifiable source documents and relevant base data.

Compliance Factors:

STATUTES, EXECUTIVE ORDERS AND REGULATIONS LISTED AT 24 CFR §58.5	A/B	COMPLIANCE DETERMINATION AND DOCUMENTATION
HISTORIC PRESERVATION 36 CFR PART 800	A	This mobile home structure was built in 1985. No letter from Historic Review is required.
FLOODPLAIN MANAGEMENT 24 CFR §55 & EXECUTIVE ORDER 11988	A	This site is not located in a flood zone.
WETLAND PROTECTION EXECUTIVE ORDER 11990	A	This site is not located in wetlands.
COASTAL ZONE MANAGEMENT ACT SECTIONS 307(c) & (d)	A	Consistent with the Florida Coastal Management Program.
SOLE SOURCE AQUIFERS 40 CFR 149	A	Not located in Sole Source Aquifer area.
ENDANGERED SPECIES ACT 50 CFR 402	A	No change to existing footprint.
WILD AND SCENIC RIVERS ACT SECTIONS 7(b) & (c)	A	Not in a wild and scenic River area as identified in the National River List.
CLEAN AIR ACT SECTIONS 176(c)(d) & 40 CFR 6, 51, 93	A	No development is created that would contribute to air pollution
FARMLAND PROTECTION POLICY ACT 7 CFR 658	A	No impact to farmland in the building of this home.
ENVIRONMENTAL JUSTICE EXECUTIVE ORDER 12898	A	No Environmental impact
NOISE ABATEMENT & CONTROL 24 CFR §51B	A	No impact associated with this site.
EXPLOSIVE & FLAMMABLE OPERATIONS 24 CFR §51C	A	Program does not increase the number of people capacity of occupying the home. No potential increase in occupancy.
HAZARDOUS, TOXIC OR RADIOACTIVE MATERIALS & SUBSTANCES 24 CFR 58.5(i)(2)	A	Site free from hazardous environment

AIRPORT CLEAR ZONES & ACCIDENT POTENTIAL ZONES 24 CFR 51D	A	Not located within 3000 feet of a civilian airport or 2.5 miles of a military airport
---	---	---

Determination:

This project converts to Exempt, per Section 58.34(a)(12), because it does not require any mitigation for compliance with any listed statutes or authorities, nor requires any formal permit or license (Status "A" has been determined in the status column for all authorities); **Funds may be committed and drawn down** for this (now) EXEMPT project;

or

This project cannot convert to exempt status because one or more statutes or authorities require formal consultation or mitigation. Complete consultation / mitigation protocol requirements, publish NOI /RROF and obtain Authority to Use Grant Funds (HUD 7015.16) per Section 58.70 and 58.71 before committing or drawing down funds;

or

The unusual circumstances of this project may/will result in a significant environmental impact. This project requires preparation of an Environmental Assessment (EA). Prepare the EA according to 24 CFR Part 58 Subpart E.

PREPARER SIGNATURE

James F. Moseley Vice President Meridian Community Services Group, Inc
PREPARER NAME & TITLE

10/20/2011
DATE

RESPONSIBLE ENTITY AGENCY OFFICIAL SIGNATURE

NAME & TITLE:

DATE

**Documentation of Compliance with
24 CFR Part 58.6 (a –d)**

Use this form for all levels of review

Grant Recipient **Jefferson County**

Contract Number **11DB-L4-02-43-01-H30**

Prepared By **James Moseley**

Date **10.20.2011**

Flood Insurance:

- The site is not in the 100- year flood plain (see attached map)**
 The site is in the 100- year flood plain (see attached map)
 Flood Insurance is required for structures in the 100- year flood plain

- a. Flood Insurance when the site is in the 100 –year flood plain:
1. Under the flood Disaster Protection Act of 1973, as amended (42 U.S.C. 4001-4128), Federal financial assistance or acquisition and construction purposes (including rehabilitation) may not be used in an area identified by the Federal Emergency Management Agency (FEMA) as having special flood hazards, unless:
 - i. The community in which the area is situated is participating in the National Flood Insurance Program (see 44 CDR Parts 59 through 79), or less than one year has passed since the FEMA notification regarding such hazards, and
 - ii. Where the community is participating in the National Flood Insurance Program, flood insurance protection is to be obtained as a condition of the approval of financial assistance to the property owner.
 2. Where the community is participating in the National Flood Insurance Program and the recipient provided financial assistance for acquisition or construction purposes (including rehabilitation) for property located in an area identified by FEMA as having special flood hazards, the responsible entity is responsible for assuring that flood insurance under the National Flood Insurance Program is obtained and maintained.
 3. Paragraph (a) of this section does not apply to Federal Formula grants made to a State.
 - b. Under section 582 of the National Flood Insurance Reform Act of 1994, 42 U.S.C. 5154a, HUD Disaster assistance that is made available in a special flood hazard area may not be used to make a payment (including any loan assistance payment) to a person for repair, replacement or restoration for flood damage to any personal, residential or commercial property if:
 1. The person had previously received Federal flood disaster insurance conditioned on obtaining and maintaining flood insurance; and
 2. The person failed to obtain and maintain flood insurance.

Coastal Barrier Islands:

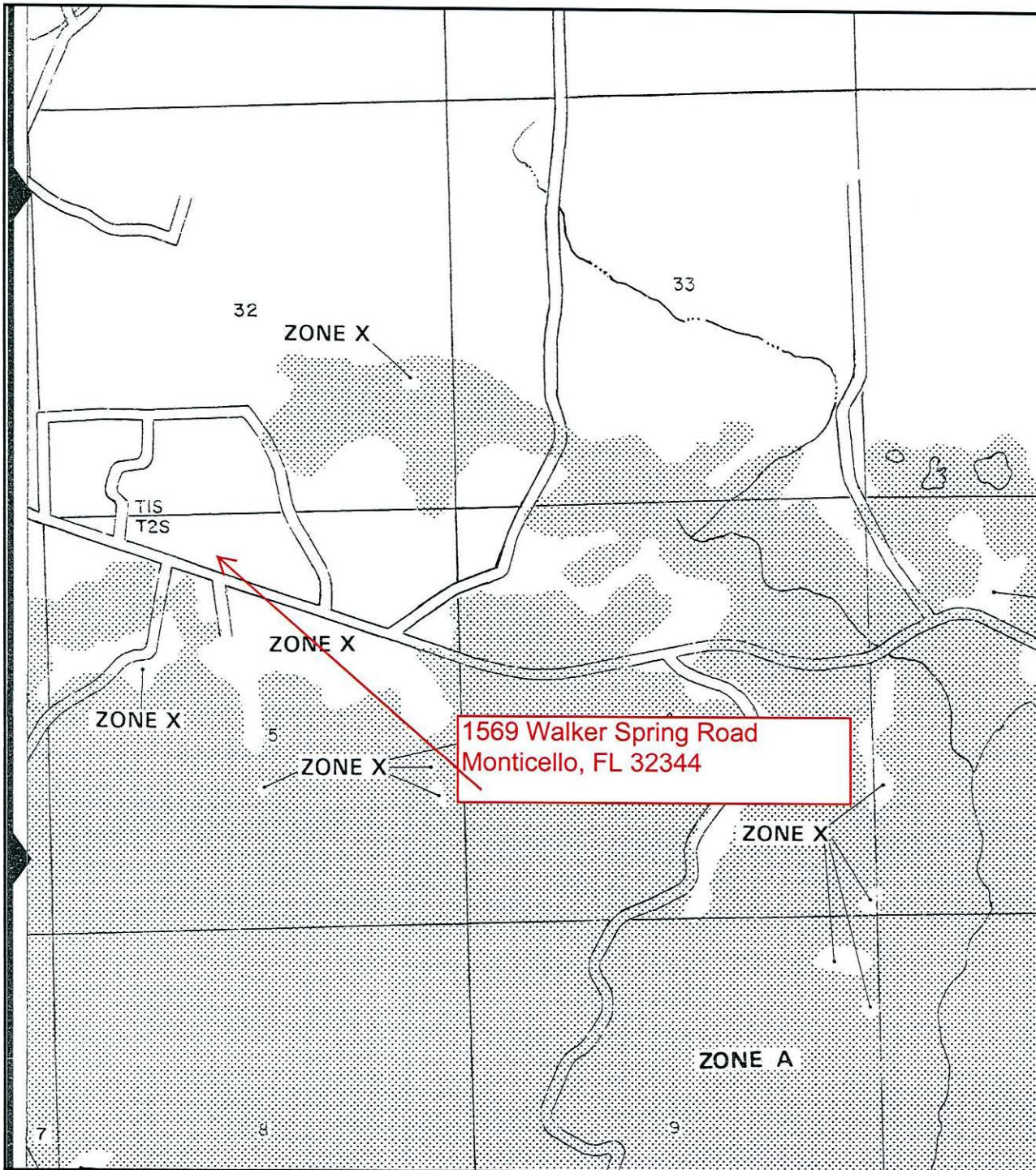
- The site is not in a Coastal Barrier Island (documentation attached)**
 The site is in a Coastal Barrier Island but the activity is not prohibited as indicated at: <http://www.fws.gov/>
 The site is in a Coastal Barrier Island and the activity is prohibited as indicated at: <http://www.fws.gov/>; the project must be rejected.

- c. Pursuant to the Coastal Barrier Resources Act, as amended by the Coastal barrier Improvement Act of 1990 (16 U.S.C. 3501), HUD assistance may not be used for most activities proposed in the Coastal Barrier Resources System.

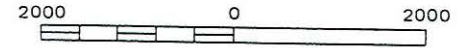
Clear Zones:

- The site is not in the Clear Zone (documentation attached)**
 The site is in the Clear Zone (signed acknowledgement attached)

- d. In all cases involving HUD assistance, subsidy, or insurance for the sale of an existing property in a Runway Clear Zone or Clear Zone, as defined in 24 CFR Part 51, the responsible entity shall advise that the property is in a runway clear zone or clear zone, what the implications of such a location are, and that there is a possibility that the property may, at a later date be acquired by the airport operator. The buyer must sign a statement acknowledging receipt of this information.



APPROXIMATE SCALE IN FEET



NATIONAL FLOOD INSURANCE PROGRAM

FIRM
FLOOD INSURANCE RATE MAP

JEFFERSON COUNTY,
FLORIDA
(UNINCORPORATED AREAS)

PANEL 225 OF 325

COMMUNITY—PANEL NUMBER:

120331 0225 B

EFFECTIVE DATE:

JULY 16, 1991



Federal Emergency Management Agency

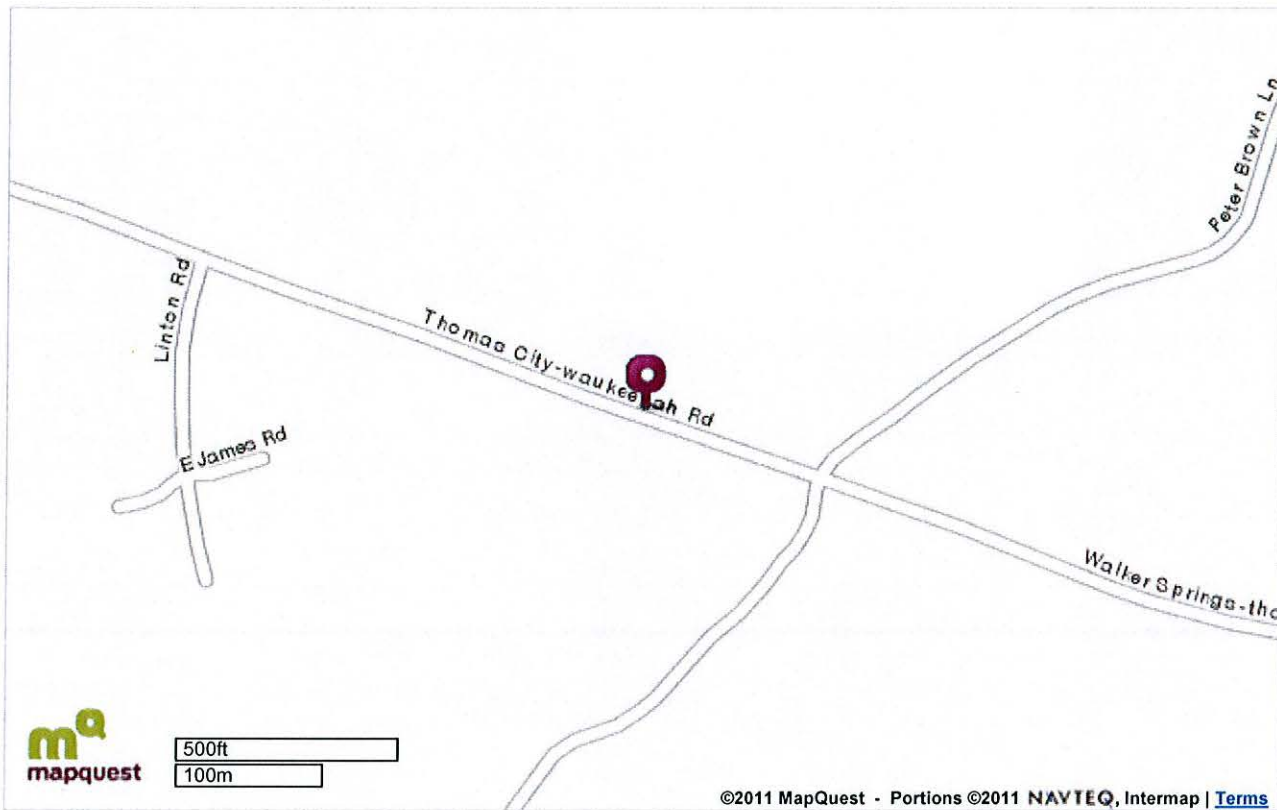
This is an official copy of a portion of the above referenced flood map. It was extracted using F-MIT On-Line. This map does not reflect changes or amendments which may have been made subsequent to the date on the title block. For the latest product information about National Flood Insurance Program flood maps check the FEMA Flood Map Store at www.msc.fema.gov



Notes

Map of:

1569 Walker Springs Rd
Monticello, FL 32344-7405



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1569 Walker Spring Road,



©2011 Google

30°20'42.25" N 83°57'02.79" W elev. 39 ft

©2010 Google

Eye alt. 1073 ft

Jefferson County Property Appraiser

updated: 10/3/2011

2011 Tax Roll Year

Parcel: 05-2S-4E-0000-0040-0000

Tax Collector

Tax Estimator

Parcel List Generator

<< Next Lower Parcel

Next Higher Parcel >>

Interactive GIS Map

Print

Owner & Property Info

<< Prev Search Result: 2 of 2

Owner's Name	JOHNSON BURNICE & MAVIS ET AL		
Mailing Address	1569 WALKER SPRINGS RD MONTICELLO, FL 32344		
Site Address	1537 WALKER SPRINGS RD		
Use Desc. (code)	SINGLE FAM (000100)		
Tax District	3 (County - SRWMD)	Neighborhood	0
Land Area	1.000 ACRES	Market Area	01
Description	NOTE: This description is not to be used as the Legal Description for this parcel in any legal transaction.		
1 ACRE IN E1/2 OF NW1/4 LESS 1/2 A SOLD --DB HHH P 61 ORB 662 P 575 & 662 P 703			



Property & Assessment Values

2011 Preliminary Certified Values		
Mkt Land Value	cnt: (0)	\$4,500.00
Ag Land Value	cnt: (1)	\$0.00
Building Value	cnt: (1)	\$58,597.00
XFOB Value	cnt: (4)	\$5,900.00
Total Appraised Value		\$68,997.00
Just Value		\$68,997.00
Class Value		\$0.00
Assessed Value		\$60,637.00
Exempt Value	(code: HX)	\$35,637.00
Total Taxable Value	Cnty: \$25,000 Other: \$25,000 Schl:	\$35,637

2012 Working Values

NOTE:
2012 Working Values are NOT certified values and therefore are subject to change before being finalized for ad valorem assessment purposes.

2012 Working Values Are Not Available At This Time

Sales History

Show Similar Sales within 1/2 mile

Sale Date	OR Book/Page	OR Code	Vacant / Improved	Qualified Sale	Sale RCode	Sale Price
5/25/2011	662/703	WD	I	U	30	\$200.00
5/18/2011	662/575	WD	I	U	30	\$200.00

Building Characteristics

Bldg Sketch	Bldg Item	Bldg Desc	Year Blt	Ext. Walls	Heated S.F.	Actual S.F.	Bldg Value
Show Sketch	1	SINGLE FAM (000100)	2002	AL SIDING (26)	1152	1284	\$58,597.00
Note: All S.F. calculations are based on exterior building dimensions.							

Extra Features & Out Buildings

Code	Desc	Year Blt	Value	Units	Dims	Condition (% Good)
1002	WELL,DEEP	1982	\$2,000.00	0000001.000	0 x 0 x 0	(000.00)
1011	SEPT TK BE	1989	\$3,000.00	0000003.000	0 x 0 x 0	(000.00)
1023	CEMENT WLK	2005	\$90.00	0000060.000	20 x 3 x 0	(000.00)

Land Breakdown

* SITE INCLUDES 2 MOBILE HOMES. SEE MAP. PROGRAM REMOVING 1-1985 MOBILE HOME

Lnd Code	Desc	Units	Adjustments	Eff Rate	Lnd Value
000109	HS RU MIN (MKT)	1 AC	1.00/1.00/1.00/1.00	\$4,500.00	\$4,500.00

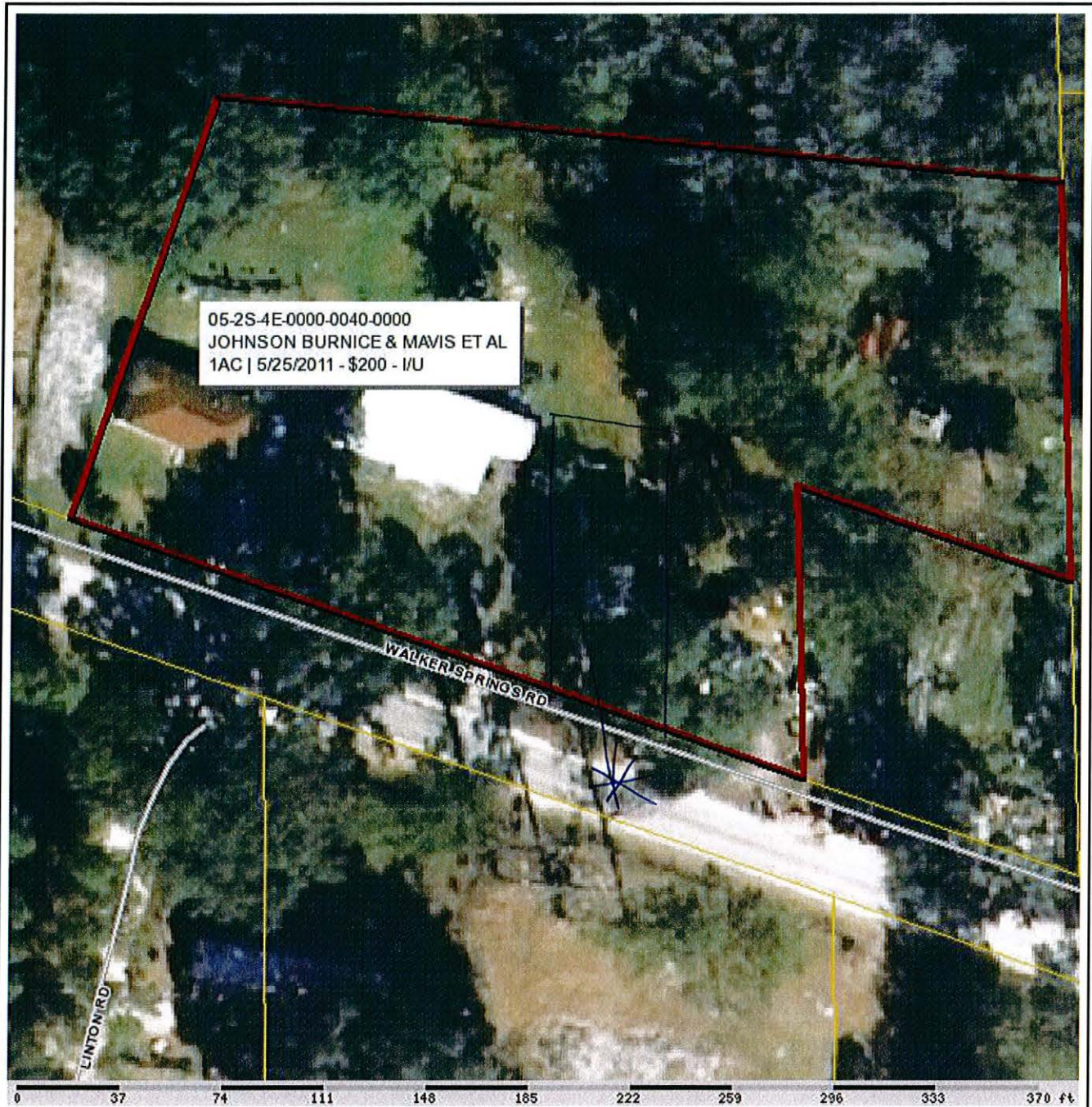
Jefferson County Property Appraiser updated: 10/3/2011

[<< Prev](#)

2 of 2

DISCLAIMER

This information was derived from data which was compiled by the Jefferson County Property Appraiser Office solely for the governmental purpose of property assessment. This information should not be relied upon by anyone as a determination of ownership of property or market value. No warranties, expressed or implied, are provided for the accuracy of the data here or its interpretation. Although it is periodically updated, this information may not reflect the data currently on file in the Property office. The assessed values are NOT certified values and therefore are subject to change before being finalized for ad val assessment purposes.



Jefferson County Property Appraiser

Angela Gray CFA - Monticello, Florida 32344 | 850-997-3356

PARCEL: 05-2S-4E-0000-0040-0000 - SINGLE FAM (000100)
 1 ACRE IN E1/2 OF NW1/4 LESS 1/2 A SOLD --DB HHH P 61 ORB 662 P 575 & 662 P 703

Name: JOHNSON BURNICE & MAVIS ET AL
 Site: 1537 WALKER SPRINGS RD
 Mail: 1569 WALKER SPRINGS RD
 MONTICELLO, FL 32344

Sales 5/25/2011 \$200.00 I / U
 Info 5/18/2011 \$200.00 I / U

2011 Preliminary Certified Values	
Land	\$4,500.00
Bldg	\$58,597.00
Assd	\$60,637.00
Exmpt	\$35,637.00
	Cnty: \$25,000
Taxbl	Other: \$25,000 Schl: \$35,637

NOTES:



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**CONTRACT FOR COMMUNITY DEVELOPMENT BLOCK GRANT
2008 DISASTER RECOVERY INITIATIVE FOR TROPICAL STORM FAYE
PROJECT DELIVERY SERVICES**

THIS CONTRACT is made and entered into this ____ day of _____, 2011, by and between Jefferson County (hereinafter the COUNTY) and Meridian Community Services Group, Inc., (hereinafter MERIDIAN). This Contract shall become effective immediately, with Project Delivery Services subject to the beginning date of the Jefferson County Grant Award Agreement (contract #10DB-K4-02-43-01-K19 between the COUNTY) and the Florida Department of Community Affairs (hereinafter DCA).

WHEREAS, the COUNTY has solicited for competitive proposals, and selected MERIDIAN to perform Project Delivery Services for a Community Development Block Grant (CDBG) for the FFY 2008 funding cycle for the Disaster Recovery Initiative (DRI) category.

NOW THEREFORE, in consideration of the mutual covenants and agreements as contained herein to be kept by and between the parties, the COUNTY and MERIDIAN agree as follows:

A. Covenant for Services

The COUNTY does hereby contract with MERIDIAN to perform the services described herein and MERIDIAN does hereby agree to perform such services under the terms and conditions set forth in this Contract.

B. Availability of Funds

Payment of funds pursuant to this Contract is subject to and conditioned upon the release of authorized appropriations from the DCA. MERIDIAN shall be paid in accordance with Section D of this Contract. THE COUNTY'S Grant Award Agreement from DCA shall become part of this Contract. DCA contracts for additional funding through the 2008 Disaster Recovery Initiative, either through an amendment to the current award agreement or through the issuance of an additional award agreement shall also become a part of this contract.

C. Scope of Services

(1) Scope of Services – Project Delivery Services

MERIDIAN agrees, under the terms and conditions of this Contract and the applicable federal, state and local laws and regulations, to undertake, perform, and complete all necessary Project Delivery Services for the project for which CDBG and other public program funds may be utilized generally described as follows: disaster recovery, housing rehabilitation activities, as well as public works and development facilities that provide community and economic development County-wide and primarily benefit low-to-moderate income citizens County-Wide. Specific needs may include, but not be limited to, housing rehabilitation, drinking water, sanitary sewer, storm water facilities street and access improvements, and other public service facilities and/or capital improvements needed for community and economic development.

Project Delivery services shall include, but not be limited to: conducting environmental reviews(s), preparing and reviewing homeowner applications, work write-ups, contractor verification, developing bid packages, overseeing bidding process, progress inspections, tracking and implementing project activities in compliance with program guidelines,

technical assistance, and all other CDBG disaster recovery-related services as required or requested, at the sole discretion of the County.

If the Grant Award Agreement between THE COUNTY and DCA is amended, or an additional award agreement is issued for the 2008 CDBG Disaster Recovery Initiative, the scope of services for the project shall be amended to be consistent with that Agreement.

D. Consideration and Method of Payment for Services

(1) Amount of Consideration

The COUNTY will pay MERIDIAN the sum of 11.5% of the grant award(s), to include the current Award Agreement (contract #10DB-K4-02-43-01-K19) and any additional 2008 CDBG Disaster Recovery funding awarded either through an amendment to the current award agreement or the issuance of an additional award agreement, subject to availability of grant funds. Payments will be made in equal monthly payments over a three month period.

(2) Method of Payments

MERIDIAN will submit a monthly invoice, which will reflect agreed upon payments. The invoice shall be submitted to the COUNTY for the COUNTY's review and approval. Payment will be issued in accordance with the Florida Prompt Payment Act upon approval of the invoice.

(3) Additional Services

If additional services are requested or required, then the additional services shall be established based on the hourly rates identified in Attachment C of this Contract, unless otherwise agreed to by both parties.

E. Subcontracts

(1) The use of subcontractors must be approved, in writing, by the County and were included in the original proposal for project delivery services submitted to the COUNTY.

(2) If MERIDIAN subcontracts any of the work required under this Contract, MERIDIAN agrees to include in the subcontract that the subcontractor is bound by the terms and conditions of this Contract with the COUNTY.

(3) MERIDIAN agrees to include in the subcontract that the subcontractor shall indemnify and hold harmless the DCA, the COUNTY and MERIDIAN from and against all claims of whatever nature by the subcontractor arising out of the subcontractor's performance of work under this Contract.

F. Modification of Contract

All modifications or amendments to this Contract shall be in writing, executed with the same formalities as this Contract, and addressed to the appropriate parties hereto and given personally, by registered or certified mail, return receipt requested, by facsimile, or by a national recognized overnight courier service. All modifications or amendments shall be effective upon the date of receipt and attached to the original of this Contract. The amount of compensation to be paid to MERIDIAN will not be amended without mutual agreement of the COUNTY and MERIDIAN, formally executed in writing, subject to availability of funds.

G. Termination (Cause and/or Convenience)

(1) This Contract may be terminated in whole or in part in writing by either party in the event of substantial failure by the other party to fulfill its obligations under this Contract through no fault of the terminating party, provided that no termination may be effected unless the other party is given (1) not less than ten (10) calendar days written notice (delivered by certified mail, return receipt requested) of intent to terminate and (2) an opportunity for consultation with the terminating party prior to termination.

(2) This Contract may be terminated in whole or in part in writing by the COUNTY for its convenience, provided that the other party is afforded the same notice and consultation opportunity specified in G. (1) above.

(3) If termination for default is effected by the COUNTY, an equitable adjustment in the price for this Contract shall be made, but (1) no amount shall be allowed for anticipated profit on unperformed services or other work, and (2) any payment due to MERIDIAN at the time of termination may be adjusted to cover any additional costs to the COUNTY because of MERIDIAN's default.

For any termination, the equitable adjustment shall provide for payment to MERIDIAN for services rendered and expenses incurred prior to receipt of the notice of intent to terminate, in addition to termination settlement costs reasonably incurred by MERIDIAN relating to commitments (e.g., suppliers, subcontractors) which had become contracted prior to receipt of the notice of intent to terminate.

(4) Upon receipt of a termination action under paragraphs (1) or (2) above, MERIDIAN shall (1) promptly discontinue all affected work (unless the notice directs otherwise) and (2) deliver or otherwise make available to the COUNTY all data, drawings, reports specifications, summaries and other such information, as may have been accumulated by MERIDIAN in performing this Contract, whether completed or in process.

(5) Upon termination, the COUNTY may take over the work and may award another party a Contract to complete the work described in this Contract.

(6) If, after termination for failure of MERIDIAN to fulfill contractual obligations, it is determined that MERIDIAN had not failed to fulfill contractual obligations, the termination shall be deemed to have been for the convenience of the COUNTY. In such event, adjustment of the contract price shall be made as provided in paragraph (3) above.

H. Remedies

Unless otherwise provided in this Contract, all other matters in question between the COUNTY and MERIDIAN, arising out of or relating to this Contract, or the breach of it, will be decided by a Florida court of competent jurisdiction. The venue for any legal action or other proceedings, which might arise from this Contract, shall be Jefferson County, Florida.

I. Liability

(1) MERIDIAN shall be responsible for all damages to persons or property that occur as a result of MERIDIAN's fault or negligence in connection with work performed under the provisions of this Contract, and MERIDIAN shall be financially and otherwise responsible for the proper care and protection of all such work performed until completion thereof and final acceptance by the COUNTY. MERIDIAN maintains \$1,000,000 of Professional Liability Insurance, \$2,000,000 of General Liability Insurance, \$1,000,000 of Automobile Liability Insurance and \$100,000 per accident of Workers

Compensation and Employers' Liability Insurance through Old Dominion Insurance and will do so throughout the course of the project. Documentation regarding insurance will be made available upon request. MERIDIAN agrees to maintain \$5,000,000 of Professional Liability insurance beginning on or before the date the contract is fully executed.

(2) MERIDIAN shall indemnify and save harmless the COUNTY, its agents, and employees from liability for any injury or damages to persons or property resulting from MERIDIAN's prosecution of work pursuant to the provisions of this Contract.

J. Energy Efficiency

MERIDIAN shall comply with mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Public Law 94-163).

K. Project Representatives

The COUNTY's Project Manager for this Contract is: Roy Schleicher, County Coordinator 445 West Palmer Mill Road Monticello, FL 32344.

MERIDIAN's Project Manager responsible for the services of this Contract is Lisa A. Blair, President, Meridian Community Services Group, Inc., P.O. Box 13408, Tallahassee, FL 32317. In the event that different representatives are designated by either party after execution of this Contract, notice of the name and address of the new representative will be rendered in writing to the party and said notification attached to the original of this Contract.

L. Terms and Conditions

This Contract contains all the terms and conditions agreed upon by the parties.

M. Eligibility

MERIDIAN certifies that it is eligible to receive state and federally funded contracts. MERIDIAN also certifies that no party, which is ineligible for such work, will be subcontracted to perform services under this Contract.

N. Conflict of interest

No member of or Delegate to the Congress of the United States, or Resident Commissioner, and no elected state official or state employee shall share in any proceeds of this Contract, or in any benefit to arise from it. No officer or employee of the local jurisdiction or its designers or agents, no member of the governing body, and no other official of the locality who exercises any function or responsibility with respect to this Contract, during his/her tenure or for one year thereafter, shall have any interest, direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed. Further, MERIDIAN shall cause to be incorporated in all subcontracts the language set forth in this paragraph prohibiting conflict of interest.

O. Federal Statutory Requirements

When applicable, MERIDIAN and the COUNTY shall comply with the provisions contained in Attachment A and incorporated herein.

P. Attachments

This Contract is subject to the provisions of the following Attachments, which are attached to and made a part of this Contract:

- (1) Attachment A, "Federal Provisions", consisting of three (3) pages.
- (2) Attachment B, "Section 3 and Affirmative Action Plan", consisting of one (1) page.
- (3) Attachment C, "Fee Schedule", consisting of one (1) page.
- (4) Attachment D, "Sworn Statement on Public Entity Crimes", consisting of two (2) pages.

IN WITNESS WHEREOF, the parties have executed this Contract the day and year first written above.

MERIDIAN COMMUNITY SERVICES GROUP, INC.

By: _____

Name and Title: Lisa A. Blair, President

Attest: _____

JEFFERSON COUNTY

By: _____

Name and Title: Stephen, Fulford, Chairman

Attest: _____

ATTACHMENT A

FEDERAL PROVISIONS

1. Equal Employment Opportunity

During the performance of this Contract, MERIDIAN agrees as follows:

a. MERIDIAN will not discriminate against any employee or applicant for employment because of age, race, sex, national origin, ethnic background, and handicap status. MERIDIAN will take affirmative action to ensure that applicants are employed, and that employees are treated fairly during employment, without regard to their race, creed, sex, color or national origin. Such action shall include, but not be limited to, the following: Employment, upgrading, demotion, transfer; recruitment or recruitment advertising; layoff or termination, rates of pay or other forms of compensation; and selection for training, including apprenticeship. MERIDIAN agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the COUNTY setting forth the provisions of this non-discrimination clause.

b. MERIDIAN will, in all solicitation or advertisements for employees placed by or on behalf of MERIDIAN, state that all qualified applicants will receive consideration for employment without regard to age, race, sex, national origin, ethnic background, and handicap status.

c. MERIDIAN will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Contract so that such provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

d. MERIDIAN will comply with all provisions of Executive Order 11246 of September 24, 1965, as amended by Executive Order 11375 of October 13, 1967 and as supplemented in Department of Labor regulations (41 CFR Chapter 60).

e. MERIDIAN will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records and accounts by the COUNTY and the Florida or United States Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.

f. In the event of MERIDIAN's non-compliance with the equal opportunity clauses of this Contract or with any of such rules, regulations or orders, this Contract may be cancelled, terminated or suspended in whole or in part and MERIDIAN may be declared ineligible for further government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

g. MERIDIAN will include the provisions of paragraphs (a) through (g) in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204 of Executive order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. MERIDIAN will take such action with respect to any subcontract or purchase order as the local governing authority(s) representative may direct as a means of enforcing such provisions including sanction for non-compliance: Provided, however, that in the event MERIDIAN becomes involved in, or is threatened with, litigation with a subcontractor or

vendor as a result of such direction by the COUNTY, MERIDIAN may request the United States to enter into such litigation to protect the interests of the United States.

2. Civil Rights Act of 1964

Under Title VI of the Civil Rights Act of 1964, no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

3. Section 109 of the Housing and Community Development Act of 1974

No person in the United States shall on the grounds of race, color, national origin, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available under Title I of the Housing and Community Development Act.

4. "Section 3" Compliance in the Provision of Training, Employment, and Business Opportunities

a. The work to be performed under this Contract is assisted by direct federal assistance from the U.S. Department of Housing and Urban Development and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968 (24 CFR Part 135), as amended, 12 U.S.C. 170. Section 3 requires that, to the greatest extent feasible, opportunities for training and employment be given to lower income residents of the project area and contracts for work in connection with the project be awarded to business concerns which are located in, or owned in substantial part by persons residing in the area of the project.

b. The parties to this Contract will comply with the provisions of said Section 3 and regulations issued pursuant thereto by the Secretary of Housing and Urban Development set forth in 24 CFR 135, and all applicable rules and orders of the Department issued thereunder prior to the execution of this Contract. The parties to this Contract certify and agree that they are under no contractual or other disability, which would prevent them from complying with these requirements.

c. MERIDIAN will send to each labor organization or representative of workers with which he has a collective bargaining agreement or other contract or understanding, if any, a notice advising the said labor organization or worker's representative of his commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants-for employment or training.

d. MERIDIAN will include this Section 3 clause in every subcontract for work in connection with the project and will, at the direction of the applicant for or recipient of federal financial assistance, take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the Secretary of Housing and Urban Development, CFR Part 135. MERIDIAN will not subcontract with any subcontractor where it has notice or knowledge that the latter has been found in violation of regulations under CFR Part 135 and will not let any subcontract unless the subcontractor has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

e. Compliance with the provisions of Section 3, the regulations set forth in 24 CFR Part 135, and all applicable rules and orders of the Department issued hereunder prior to the execution of this Contract, shall be a condition of the federal financial assistance

provided to the project, binding upon the applicant or recipient for such assistance, its successors and assigns. Failure to fulfill these requirements shall subject the applicant or recipient, its contractors and subcontractors, its successors and assigns to those sanctions specified by the grant or loan agreement or contract through which federal assistance is provided, and to such sanctions as are specified by 24 CFR Part 135.

5. Access and Retention to Records

The COUNTY, the DCA, the U.S. Department of Housing and Urban Development, the Comptroller General of the United States, and any of their duly authorized representatives, shall have access to any books, documents, papers, and records of MERIDIAN which are directly pertinent to this Contract for the purpose of making audit, examination, excerpts, and transcriptions. MERIDIAN shall retain all records relating to this Contract for five (5) years after the COUNTY makes final payment and all other pending matters are closed.

ATTACHMENT B

SECTION 3 AND AFFIRMATIVE ACTION PLAN

1. MERIDIAN will solicit and evaluate applications for employment in a manner that is non-discriminatory based upon age, race, sex, national origin, ethnic background, and handicap status.
2. When training and/or employment opportunity arises in connection with this project, MERIDIAN will, to the greatest extent feasible, provide maximum opportunity to lower income residents of the project. Employment opportunity will be locally advertised in a manner that will ensure that potentially eligible applicants are 1) made aware of the opportunity, and 2) provided a convenient way to apply for employment.
3. During this project, MERIDIAN will seek to purchase necessary goods and/or services from businesses that are located in, or owned by persons residing in the jurisdiction.
4. MERIDIAN will utilize the HUD and Florida lists of minority businesses in filling subcontracting and/or purchasing needs.
5. MERIDIAN will include applicable equal opportunity provisions in subcontracts issued in connection with this project.
6. MERIDIAN shall publicize and post this policy in a conspicuous place available to employees and applicants for employment and training.
7. MERIDIAN is under no contractual or other disability, which would prevent compliance with this policy.

ATTACHMENT C
FEE SCHEDULE

ADDITIONAL SERVICES FEE SCHEDULE

<u>Description</u>	<u>Fee*</u>
Principal	\$225.00 per hour
Project Manager	\$150.00 per hour
Financial Services Manager	\$140.00 per hour
Construction Manager	\$110.00 per hour
Construction Inspector	\$ 85.00 per hour
Accounting/Budget Specialists	\$ 85.00 per hour
Administrative Assistant	\$ 45.00 per hour

***Please note that all fees include overhead, travel, office supplies, benefits, etc.**

ATTACHMENT D

**SWORN STATEMENT UNDER
SECTION 287.133(3)(a), Florida Statutes,
ON PUBLIC ENTITY CRIMES**

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to Jefferson County by Lisa A. Blair, President for MERIDIAN Community Services Group, Inc., whose business address is Post Office Box 13408,

Tallahassee, Florida 32317, and its Federal Employer Identification No. (FEIN) is 20-0021782.

2. I understand that a “public entity crime” as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that “convicted” or “conviction” as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an “affiliate” as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

1. A predecessor or successor of a person convicted of a public entity crime; or
2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term “affiliate” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm’s length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a “person” as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term “person” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies.)

 X Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

 The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

 The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach copy of the final order.)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH ONE (1) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017 FLORIDA STATUTES, FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Signature

Sworn to and subscribed before me this _____ day of _____, 2011.

Personally known X

or Produced Identification

Notary Public - State of Florida

(Type of Identification)

My commission expires 08/04/2013

(Printed, typed or stamped
commissioned name of notary public)

ADDENDUM 7

Program Administration Services Contract
Jefferson County Ongoing Housing, Community and Economic Development Projects
Funding Through FFY 2010/2011 and 2011/2012

Addendum 7

Program Administration Services for State Housing Initiative Partnership (SHIP)

Scope of Services – Program Administration

- Review And Update Required Local Policies
- Review Leveraging Opportunities/Other Possible Source of Financing
- Representation During Site Visits And Monitoring's
- 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
- Conduct Pre-construction Conference
- Monitor Contractor and Construction Specialist Progress
- Conduct Preliminary Inspections and Work Write-Ups
- Conduct Construction Progress Inspections
- Supervision Of Payment Authorizations
- Develop And Process Contract Amendments, As Needed
- Review Change Orders And Amendments For Compliance, As Needed
- Monitor All Project Activity To Ensure Compliance
- Provide All Other Necessary Technical Assistance
- Review Final Change Order, Pay Request, And Construction Documents
- Balance Final Project Budget for State Annual Reporting
- Prepare Documents For Administrative/Financial Close Out

TOTAL FEE FOR SERVICES: 10% of Total Funds Received by funding Agency

METHOD OF PAYMENT: Equal monthly payments of \$2,916.66 are based upon total fee for services to be invoiced on a monthly basis in accordance with Section C (2) of the contract.

This addendum and the fee for services covered herein are hereby agreed upon on this _____ day of _____, 2011.

APPROVED BY MERIDIAN:

Signature

Print Name and Title

APPROVED BY OWNER:

Signature

Print Name and Title

ADDENDUM 9

Program Administration Services Contract
Jefferson County Ongoing Housing, Community and Economic Development Projects
December 1, 2011 – November 30, 2012

Addendum 9
Program Administration Services for Section 8

Scope of Services – Program Administration

- Creation of documentation management and filing system
- Preparation of all federal Section 8 reports (utilizing the IDIS and SAC systems, if applicable)
- Client services including response to questions and program assistance
- Coordination of certification or recertification of client income eligibility
- Resolution of client problems or complaints relating to Section 8 status
- Response to questions and technical support for landlords, County staff and others
- Section 8 inspections
- Coordination for compliance with all federal Lead-Based paint regulations
- Technical support for County financial staff
- Coordination with HUD staff
- Representation During Site Visits And Monitoring's
- Develop Project Information Management And Filing System
- Maintain Tenant and Landlord Files
- Process all HAP Payments
- Oversight Of Project Schedule And Compliance
- Coordination With Agencies And Contracts, As Necessary
- Prepare and submit all required reports to HUD
- Review and modify all local policies as necessary
- All other program administration services required for compliance with federal regulations

TOTAL ANNUAL FEE FOR SERVICES: \$56,215.80

METHOD OF PAYMENT: Equal monthly payments of \$4,684.65 are based upon total fee for services to be invoiced on a monthly basis in accordance with Section C (2) of the contract.

This addendum and the fee for services covered herein are hereby agreed upon on this _____ day of _____, 2011.

APPROVED BY MERIDIAN:

Signature

Print Name and Title

APPROVED BY OWNER:

Signature

Print Name and Title



PREBLE-RISH INC
CONSULTING ENGINEERS & SURVEYORS

November 1, 2011

Via Email at rschleicher@jeffersoncountyfl.gov and Hand Deliver

Mr. Roy Schleicher
Jefferson County Coordinator
435 West Walnut Street
Monticello, FL 32344

**Re: Jefferson County – Solid Waste Administration Building
Preble-Rish, Inc. Project No. 751.040**

Dear Mr. Schleicher:

Preble-Rish, Inc. (PRI) is pleased to provide this proposal for professional services for the proposed new Solid Waste Administration Building. PRI is certainly excited to assist Jefferson County with this project. Please find attached a detailed task order, labeled as **Exhibit "A"**, which details all associated tasks to be performed. Also, please find attached a Conceptual Floor Plan, labeled **Exhibit "B."**

If this proposal is acceptable, please sign the Task Order and return it to our Monticello office.

If you have any questions or comments, please give me a call at 850.997.2175. As always, we look forward to working with you and thank you for the opportunity to continue to be of service to the County.

Sincerely,

PREBLE-RISH, INC.


Alan Wise, P.E.
Project Manager

Attachments Exhibits "A" & "B"

cc: Mr. Ralph Rish, President, PRI (Via rishr@preble-rish.com)
Mr. Chris Forehand, P.E., Vice President, COO, PRI (via forehanc@preble-rish.com)
Mrs. Missy Ramsey, CPA, Controller, PRI (via ramseym@preble-rish.com)
Mr. Travis Justice, P.E., Sr. Project Manager, PRI (via justicet@preble-rish.com)

S:\751.040 Jefferson Co Solid Waste Admin\Correspondence\Schleicher 2011.11.2.doc

Gulf County

324 Marina Drive
Port St. Joe, FL 32456

P 850.227.7200
F 850.227.7215

Bay County

203 Aberdeen Parkway
Panama City, FL 32405

P 850.522.0644
F 850.522.1011

Walton County

877 CR 393 North
Santa Rosa Beach, FL 32459

P 850.267.0759
F 866.557.0076

Gadsden County

20 East Washington Street
Quincy, FL 32351

P 850.875.4751

Calhoun County

20684 Central Avenue East
Blountstown, FL 32424

P 850.674.3300

Wakulla County

36 Jasper Thomas Road
Crawfordville, FL 32327

P 850.528.0300

Jefferson County

Garden Square
187 East Walnut Street
Monticello, FL 32344

P 850.997.2175

Dixie County

23414 SE 349 Hwy
P.O. Box 3
Suwannee, FL 32692

P 352.542.2414

Okaloosa County

2110 Lewis Turner Boulevard
Ft. Walton Beach, FL 32547

P 850.200.4783

EXHIBIT A

**JEFFERSON COUNTY
Solid Waste Administration Building
PREBLE-RISH, INC. PROJECT NO. 751.040
TASK ORDER 040-2011**

This Task Order is for the purpose of Preble-Rish, Inc. (PRI) as the ENGINEER to provide professional services for the proposed new Solid Waste Administration Building for Jefferson County acting by and through it's Board of County Commissioners.

I. DESCRIPTION OF ENGINEER'S SERVICES

A. Preliminary Design Services

PRI will meet with County Staff and Solid Waste Personnel in an effort to determine the needs of the Solid Waste Department. PRI will develop a Conceptual Floor Plan and Conceptual Site Components.

B. Surveying Services

PRI will subcontract additional needed survey information to Delta Land Surveying. This additional information will include topography of the building site; topography and location of the existing stormwater retention pond(s) on-site; elevations and location of existing utilities; and location and elevation of existing accesses/roadways.

C. Geotechnical Investigation

PRI will perform geotechnical investigation in an effort to obtain necessary design information for foundation design, stormwater design, and pavement design.

D. Design Package

PRI shall provide a complete design package to include civil/site plans and architectural plans for the project.

The Site Package will include stormwater, parking, grading/drainage, utilities, landscaping, erosion control plans with necessary details and specifications. Stormwater Management, Site Planning, Pavement design, ADA Accessibility, and Water and Sewer Service Design is included.

The Building Package will include architectural plans and specifications. Structural Design of concrete foundation and interior walls is included. Mechanical, Electrical and Plumbing fixture layouts will be included, but certified design of these elements is omitted as it is not anticipated to be required.

E. Permitting

PRI will submit for appropriate authorization for construction through NWFWM. PRI will also submit for appropriate authorization through the City of Monticello for the Site Plan/Construction Permitting.

Although the Contractor will be required to obtain the Building permit, PRI will meet with the Building Department to review the Building Package in an effort to ensure completeness prior to bidding the project.

F. Bidding/Construction Administration/Construction Inspection

PRI will prepare necessary documents to publically bid the project, review bids submitted by Bidders, and make Contractor Selection recommendation to the County. PRI will perform periodic inspections to review the progress of the work and inspect the work before/during critical events. PRI will review pay requests and prepare necessary documentation to close the project out.

II. Tasks and Fees

A. Preliminary Design Services	No Charge	\$2,500.00
B. Surveying Services		\$1,500.00
C. Geotechnical Investigation		\$2,800.00
D. Design Package		\$20,050.00
E. Permitting		\$9,150.00
F. Bidding/Construction Administration/Construction Inspection		\$7,950.00

Total **\$41,450.00**

Exclusions:

- a) Wetlands Delineation, Biological Survey, Biological Mitigation.
- b) Permit Application Fees.
- c) Certified Mechanical, Electrical, or Plumbing Design.
- d) Fire Sprinkler Design.
- e) Security or Communications Design.
- f) Off-site Surveying, Condo Surveying, As-builts, or Construction Stakeout.
- g) Dredge and Fill Permitting.
- h) Traffic Studies.
- i) Title Work or Legal Opinion.
- j) Advertisement fees.
- k) Anything not specifically mentioned above.

IN WITNESS WHEREOF, the parties hereto have caused this Task Order to be executed by their undersigned officials as duly authorized.

PREBLE-RISH, INC.

Address for Correspondence

187 East Walnut Street
Monticello, FL 32344

By: _____ 

Name and Title: Alan Wise, R.E., Project Manager

Witnessed: Amber Fowler

Date: 10/2/11

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Address for Correspondence

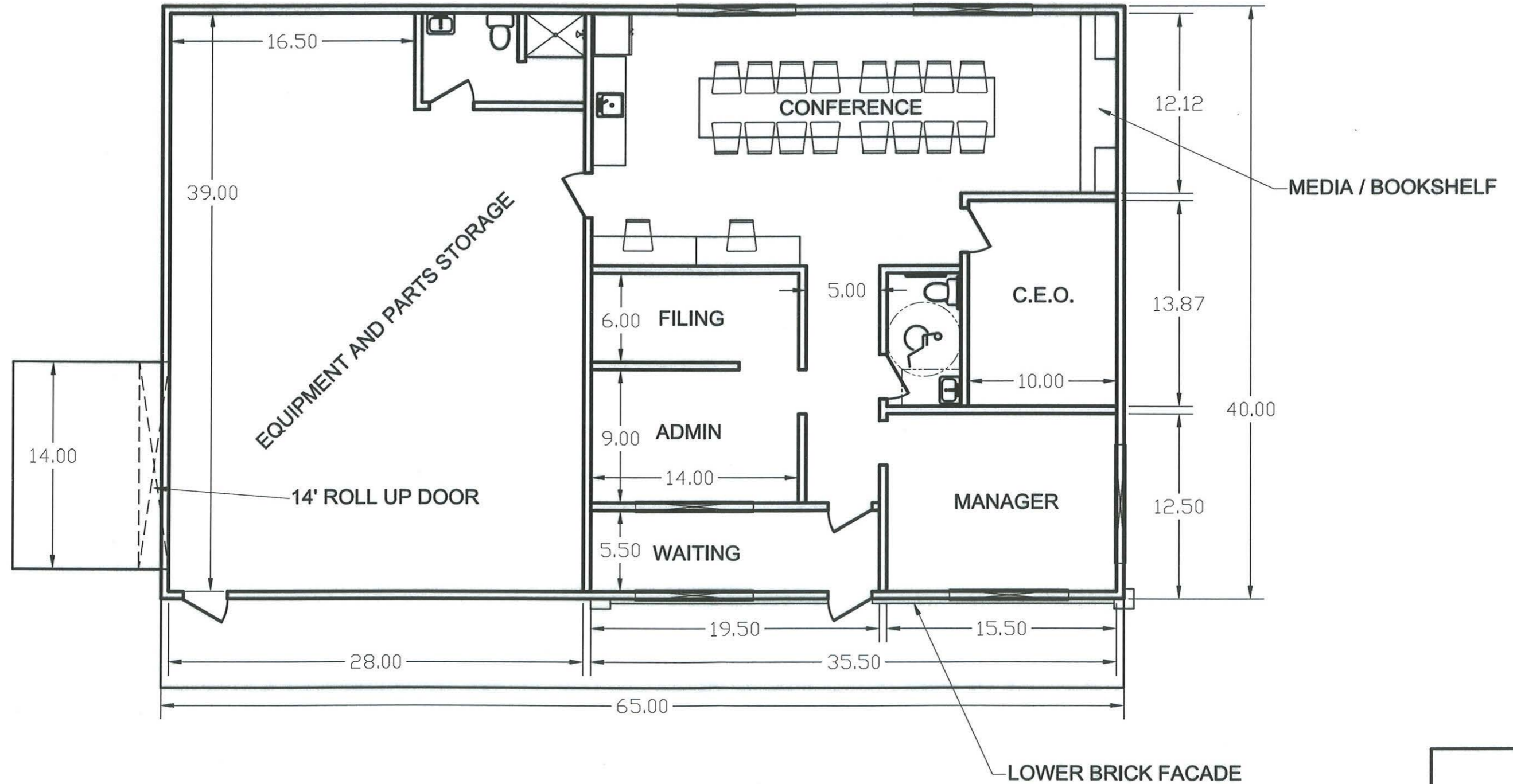
435 West Walnut Street
Monticello, FL 32344

By: _____

Name and Title: Mr. Stephen Fulford – Chairman, Jefferson Co. BOCC

Date: _____ S:\751.040 Jefferson Co. Solid Waste
Admin\Correspondence\751.040 TASK ORDER.doc

EXHIBIT "8"



CONCEPTUAL PLAN, SUBJECT TO CHANGE

November 1, 2011 0806631.EST7
CA:\DOCUMENTS AND SETTINGS\WJSEAN\DESKTOP\J.C. SOLID WASTE\SOLID WASTE.DWG

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NO.	DATE	APPR.	REVISION:
1			
2			
3			
4			
5			

PREBLE-RISH, INC.
CONSULTING ENGINEERS
CIVIL • SURVEYING • SITE PLANNING

324 MARINA DRIVE
PORT ST. JOE, FL 32450
(850) 227-7200

203 ABERDEEN PARKWAY
PANAMA CITY, FL 32405
(850) 522-0644

20687 CENTRAL AVE. EAST
BLOUNTSTOWN, FL 32424
(850) 674-3300

187 EAST WALNUT STREET
MONTICELLO, FL 32944
(850) 997-2175

CONCEPTUAL FLOOR PLAN
JEFFERSON CO SOLID WASTE ADMIN BLDG
BOARD OF COUNTY COMMISSIONERS, JEFFERSON COUNTY, FLORIDA

CLIFFORD L. KNauer
FL. PE No. 53930
LBN 0007137

DATE: 11/2/2011	PROJECT NO. 751.040
SCALE: AS SHOWN	
DRAWN: ADW	SHEET A-1
CHECKED: CLK	

For County Commission meeting of November 14, 2011

TO: County Commission Chair Stephen Fulford & County Commissioners
FROM: Roy Schleicher, County Coordinator
RE: Road Department & David Harvey, Department Director

The following items are for discussion at the November 14th County Commission Meeting:

- 1) Purchase of a Ford Ranger pickup truck by the Road Department. This vehicle was purchased, driven to the Road Department and modified (roof mounted lights & radio) before approval by the County Commission contrary to the adopted Purchasing Policy requiring Commission approval for all purchases over \$10,000 (14,397.50). Mr. Harvey will be at the meeting to request the Commission's approval of the purchase after the fact and payment to the vendor, Tallahassee Ford. Materials are attached regarding this purchase. And, it should be noted that the Road Department has budgeted funds for this purchase. The issue is violation of the Purchasing Policy which all departments are to abide by and the position our Finance Director, Mr. Reams finds himself in when auditors discover that the approval for the purchase was made after the vehicle was acquired.
- 2) Purchase of two (2) Sport Utility Vehicle, by the Road Department without prior approval. This issue is the same as the above. The purchase of the two identical vehicles was at the same time and is for a total of over \$10,000 (\$10,100.00) and again, has not been approved by the County Commission as required by the Purchasing Policy. Mr. Harvey is again asking for approval of the purchase after the fact.

Two additional issues need to be conveyed to the County Commission:

- 3) Salaries/hourly rate increases requested for Road Department employees. The only "raise" for county employees was the 3% given to replace the required retirement contribution. I will be prepared to discuss the Road Department raises, department structure (Table of Organization) and the effect of the Road Department's requested raises to comparable positions in the Road Department and other departments.
- 4) Various items have been reported stolen from the Road Department in the past few months. The Sheriff's Department has been notified and investigations begun. Since Mr. Harvey will be at the meeting and Commissioners have asked for an update on the investigations this meeting is a good time to have a report. Some questions and information may not be appropriate to discuss since the investigations are ongoing.

I will be prepared to make recommendations regarding the above issues at this meeting or as directed by the Commission. Items #1, #2 and #3 are significant in nature and should be carefully considered.

Numbers 1) and 2) involve the county's adopted Purchasing Policies and the need for all Department Directors to be aware of the policies and to follow them. No department can ignore the policies when all other departments are expected to follow the rules. Anarchy will result if county policies are not established and followed by everyone. Anarchy is defined as "the absence of any form of governmental authority ." County Commissioners and the County Coordinator will have no authority if the policies, including the Purchasing Policy, are not followed by everyone in Jefferson County government.

The uneven application of salaries and hourly rates in #3 above affects all employees in the Road Department and also goes beyond the Road Department to affect all of the employees of our county departments.

Thank you.

-END-

SECTION V

COMPETITIVE BIDDING WAIVED

A. Formal and informal competitive bidding procedures shall be waived when any of the following circumstances exist:

1. When, due to the nature of the service or type of product required, there is no known competition in the market place.
2. When the product is being procured directly from the manufacturer and/or standardization is determined necessary.
3. When purchases are made under the State of Florida or Federal C.S.A. contracts.
4. When purchases are made utilizing contracts or agreements made by other governmental agencies.
5. When, due to the nature of the product (e.g. fuels and lubricants) no stable pricing market exists, the Board may authorize the department head to accept short-term bids or negotiate with suppliers for the best pricing.
6. When, based upon prior Board approval, items at public auction are purchased.

B. When circumstances in Section A. above are met and the competitive bidding requirements are waived, the procurement thresholds established herein shall apply.

C. When an emergency exists and a delay caused by the bidding procedure would be detrimental and against the public interest, the Department Director may waive the competitive bidding process for purchases or contracted services up to \$10,000. The Board Chairman may authorize purchases or contracted services for \$10,000 or more when an emergency exists by coordinating with the County Coordinator and Clerk of Court and must report his/her actions at the next regular Board meeting.

SECTION VI

PAYMENT REQUESTS

A. Payment requests for items or contracted services to the Clerk of Court/Finance Department shall be authorized (signature required) as follows:

AMOUNT OF CONTRACT OR EXPENDITURE	AUTHORIZED SUPERVISOR	DEPT DIRECTOR	BCC
\$0 to \$1000	x		
\$1000 to \$5000		x	
\$5000 to \$10,000		x	
\$10,000 or more			x

During Periods of extended absence, the Department Director's designee may authorize payments to be made.

B. The Board of County Commissioners shall award all projects in excess of \$10,000. The Department Director is authorized to process all progress payments of Board awarded projects, which are, less than \$100,000 in cost by remitting to the Clerk of Court. The Board shall approve all progress payments for projects in excess of \$100,000.

C. Change orders to equipment purchases and contracted services less than \$10,000 may be authorized by the Department Director. All change orders in excess of \$10,000 must be authorized by the Board unless a delay is against the public interest in which case the Chairman shall authorize the work and report his actions at the next regular Board meeting.

D. Each Department Head shall have one designee authorized to make purchases up to \$1000.

~~Payment requests for goods/services up to \$5,000 authorized to the Clerk of Court/Finance Department shall be authorized (signature required) as follows:~~

~~Payment requests for goods/services up to \$5,000 shall require the approval of the Board of County Commissioners.~~

JEFFERSON COUNTY VERBAL QUOTATION FORM

Date: 10/13/11
 Department: ROAD

Deliver To: _____
 Prepared By: Tim Augury

Use this space to justify obtaining less than three quotes or if recommended vendor is not the low quote:

	VENDOR #1	VENDOR #2	VENDOR #3
Name	Tallahassee Ford	Prince Automotive Inc	Beck Nissan
Address	TALL. FL.	VALDOSTA GA	
City, State ZIP			
Terms	Phone 8505908254 John Tucker 14397.50	229-242-3311 (INT) Andy Smith 17,327	16228.00

Quantity	Unit	Description of Item	Unit Price	Ext Price	Total	Unit Price	Ext Price	Total	Unit Price	Ext Price	Total
1		2011 Ford XLT 4x2 Ford Ranger	21,665		4397.50			17,327			16228.00

Account #: _____

Recommended Vendor: TALL. Ford Has all options best Price

DEPARTMENT HEAD APPROVAL


 SIGNATURE

11/13/11

 DATE



70 # 1785

Retail Purchase Order

CONSUMER JEFFERSON COUNTY ROAD DEPARTMENT		NON-CONSUMER		DATE	10/13/2011
ADDRESS 484 S JEFFERSON ST		ADDRESS		STOCK #	65585
C/SZ MONTICELLO FL 32344		C/SZ		SALESPERSON(S)	JOHN B TUCKER
HOME # (850)997-2036		HOME #			
WORK # (850)997-2036		WORK #			
DL #	DOB	DL #	DOB	CUST #	4203
EMAIL		EMAIL		DEAL #	59412
N/U/D	NEW	YEAR	2011	MAKE	FORD TRUCK
				MODEL	RANGER
				COLOR	OXFORD WHI
				MILEAGE	29
VIN #1FTKR1AD3BPA65585		S. MGR. JOHN B TUCKER			
<p>NEW/ DEMO VEHICLE</p> <p>Dealer hereby expressly disclaims all warranties, either express or implied, including any implied warranties of merchantability or fitness for a particular purpose and neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of the Vehicle. The only warranties applying to this Vehicle are those offered by the Manufacturer. The manufacturer's warranty is not affected by Dealer's disclaimer of warranties. The Consumer hereby acknowledges that Dealer has made available "Warranty Pre-Sale Information" The information you see on the window form for this vehicle is part of this Order. Information on the window form overrides any Contrary provisions in the contract of sale as disclosed in the Warranty Binders pursuant to the Magnuson-Moss Warranty Act. If the vehicle is a demo, the information you see on the window form for this vehicle is part of this Order. Information on the window form overrides any Contrary provisions in the contract of sale.</p>			<p>TRADE-IN</p> <p><input type="checkbox"/> Private Trade <input type="checkbox"/> Lease Walk Away</p> <p>Year: _____ Color: _____</p> <p>Make: _____ Model: _____</p> <p>Serial # _____ Mileage: _____</p> <p>1st Lien to: _____ Amount <u>N/A</u> Good Thru</p> <p>Authorized by: _____</p>		
<p>USED VEHICLE</p> <p>This Vehicle has been previously driven by others and Dealer does not make any representation regarding the Vehicle's history except as provided by Dealer in writing. Consumer acknowledges that no representation has been made by any agent of Dealer: (i) regarding the condition, safety system or suitability of the Vehicle; or (ii) that it has or has not ever sustained damages prior to this Order, nor does dealer have the obligation to make any such disclosure. Consumer understands that s/he may retain a third-party to provide information regarding the Vehicle's history and that Dealer encourages Consumer to do so and that Consumer may also make arrangements to have the Vehicle inspected by a person of his/her own choosing. Except as otherwise set forth on the window form (Buyer's Guide), this Vehicle is sold "as is with all faults," without any warranty and Dealer hereby expressly disclaims all warranties, either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and neither assumes nor authorizes any person to assume for it any liability in connection with the sale of the vehicle. The information you see on the window form for this vehicle is part of this Order. Information on the window form overrides any Contrary provisions in the contract of sale. The manufacturer warranty, if any, has been fully explained. If the Vehicle is designated as a certified vehicle, that indicates that it has qualified for a limited extension of the manufacturer's original warranty as set forth on the Buyer's Guide.</p>			<p>TRADE-IN</p> <p><input type="checkbox"/> Private Trade <input type="checkbox"/> Lease Walk Away</p> <p>Year: _____ Color: _____</p> <p>Make: _____ Model: _____</p> <p>Serial # _____ Mileage: _____</p> <p>1st Lien to: _____ Amount <u>N/A</u> Good Thru</p> <p>Authorized by: _____</p>		
<p>ARBITRATION OF DISPUTES/WAIVER OF JURY TRIAL/ACKNOWLEDGEMENTS</p> <p>Consumer and Dealer agree to submit all controversies or claims where the amount in controversy, including attorney's fee claims, exceeds \$5,000, arising, out of or relating to this Agreement and all other agreements executed by Purchase and Dealer related to the vehicle purchase transaction or related to any aspect of the transaction contemplated by this Agreement, to binding arbitration, subject to additional arbitration provisions on the reverse side of this Agreement. Except as expressly set forth in this Agreement, it is the express intent of Consumer and Dealer that this arbitration provision applies to all disputes, including contract disputes, tort claims (including fraud and fraud in the inducement), statutory claims (including deceptive trade practices) and regulatory claims, that would not have arisen but for the vehicle purchase transaction and resulting relationship between Consumer and Dealer. If any controversy or claim described in the arbitration provision is determined, for any reason, to be ineligible for arbitration, then that controversy or claim shall instead be decided by a judge of a court of competent jurisdiction, without a jury. Liability, if any, by way of "Strict Liability" is expressly excluded, and Consumer shall not be entitled to recover from Dealer any special damages, consequential damages, punitive damages, damages to property, damages for loss of use, loss of time, loss of profits, or income, or any other incidental damages, including, but not limited to vehicle rental charges. This Order is not evidence of any cash payment. Cash payments are evidenced by a separate receipt document. Deposits are non-refundable. The Deposit will serve to hold the Vehicle from sale to another for 24 hours from this date. Unless agreed to in writing by Dealer, Dealer is not responsible for repairs, adjustments, additions of equipment or any other alteration to the Vehicle.</p>					
Insurance Co. _____ Phone _____		<p>Unless specifically identified by Consumer in writing and signed by the parties, Consumer represents and warrants the following regarding the Trade-In: (i) it was not involved in an accident; (ii) while the used vehicle was in Consumer's possession, Consumer had no knowledge of any body, frame damage, submerged in water for any length of time, or major engine repair(s); (iii) it was not previously a police vehicle, a taxicab, a short-term lease (for less than 12 months), a flood damaged vehicle, a salvaged or a rebuilt vehicle; and (iv) the odometer has not been replaced or tampered with, by any person or entity, so as to alter the Trade-In's actual mileage. If the odometer has been replaced, the sticker or insignia on the Trade-In reflecting said replacement has not been removed. Subject to the terms and conditions of this Order, Consumer authorizes Dealer to immediately sell the Trade-In whether or not the Financing Approvals have been obtained. If the Trade-In is a Lease Walk Away, Consumer understands that Dealer's agreement to take possession of it is for convenience only and Dealer assumes no responsibility for its condition or any other obligation of Consumer with respect to that lease, such as remaining payments, excess miles, damage to vehicle, unless otherwise indicated in writing and signed by Dealer.</p>			
Agent Address _____		<p>MSRP / or Purchase Price 14391.00</p> <p>N/A</p> <p>N/A</p> <p>N/A</p> <p>N/A</p> <p>Total Including Accessories 14391.00</p> <p>Less: Trade Allowance N/A</p> <p>Net Difference 14391.00</p>			
Policy # _____ Effective Date _____		<p>Predelivery Service Fee N/A</p> <p>Electronic Registration Filing Fee N/A</p> <p>These charges represent costs and profit to the dealer for items such as: inspecting, cleaning, and adjusting vehicles and preparing documents related to the sale. N/A</p> <p>Lead Acid Battery Fee / Waste Tire 6.50</p>			
Verified by: _____		<p>Taxable Amount 14397.50</p> <p>Sales Tax <u>N/A</u> % N/A</p> <p>County Tax <u>N/A</u> % N/A</p> <p>Florida Title Registration & License Fees N/A</p> <p>Private Tag Agency Fee N/A</p> <p>Trade Payoff(s) N/A</p> <p>Sub Total 14397.50</p>			
<p>FINANCING</p> <p>If Consumer executes a retail installment contract ("RIC") with Dealer for the purchase of the Vehicle, Dealer may terminate this Order if Dealer cannot obtain credit approval for Consumer or if Dealer is unable to sell the RIC to a financial institution on terms of no less than par value (these acts shall be collectively referred to as "Financing Approvals"). Dealer's right of termination cannot be waived unless in writing. Financing Approvals are not typically obtained at the time of the Vehicle's delivery and are beyond Dealer's control. Should Consumer take delivery of the Vehicle prior to Dealer's obtaining the Financing Approvals, Consumer understands and acknowledges that pending the Financing Approvals, delivery of the Vehicle to Consumer serves as a convenience to Consumer only and Consumer does not have, nor will acquire, any rights or interests in the Vehicle by such delivery except Dealer's permission to use it, which permission can be revoked, requiring the Vehicle's immediate return to Dealer in the same condition as it existed when delivered to Consumer. In the event of the return of the Vehicle, Consumer agrees to pay Dealer the amount of any depreciation, repair costs and any damage to the Vehicle while it is in the possession of the Consumer. Consumer agrees that in no event shall the vehicle be physically removed more than one-hundred (100) miles from the County in which Dealer resides pending Financing Approval. Additionally, the obtaining of the Financing Approvals is a condition precedent to the enforcement and validity of the RIC, which, at Dealer's option, shall be deemed terminated if such condition precedent is not met.</p>		<p>Extended Service Contract N/A</p> <p>Maintenance Contract N/A</p> <p>N/A</p> <p>N/A</p> <p>N/A</p> <p>Sales Tax on Benefits _____ % N/A</p> <p>County Tax on Benefits _____ % N/A</p> <p>Cash Balance Due 14397.50</p> <p>Manufacturer's Rebate(s) N/A</p> <p>Manufacturer's Rebate(s) N/A</p> <p>Deposit N/A</p> <p>Cash Down N/A</p> <p>PLEASE REMIT Balance of Cash Price 14397.50</p>			
<p>I UNDERSTAND THAT THIS VEHICLE MAY HAVE BEEN PREVIOUSLY USED FOR LEASE, RENTAL OR HIRE.</p>					
Consumer: _____					

PLEASE SIGN BELOW AFTER YOU HAVE READ AND UNDERSTOOD ALL OF THE TERMS AND CONDITIONS CONTAINED ON THE FRONT AND REVERSE OF THIS CONTRACT. BY SIGNING BELOW, YOU ACKNOWLEDGE THAT YOU HAVE NOT RELIED ON ANY ORAL REPRESENTATION, PROMISE OR AGREEMENT NOT CONTAINED WITHIN THIS WRITTEN CONTRACT. THIS ORDER COMPLETELY AND ACCURATELY REFLECTS THE NEGOTIATIONS BETWEEN DEALER AND CONSUMER. THIS ORDER IS NOT BINDING UNTIL EXECUTED BY DEALER'S MANAGER. CONSUMER REPRESENTS AND WARRANTS THAT ALL INFORMATION PROVIDED TO DEALER IN CONNECTION WITH THIS TRANSACTION IS COMPLETE AND ACCURATE.

John Anguiano
 CONSUMER'S SIGNATURE

 CO-CONSUMER'S SIGNATURE

John Tucker
 MANAGER

10/13/2011
 DATE

PURCHASE ORDER

1785

Jefferson County Road Department
David R. Hazvey, Road Superintendent
County Courthouse, Room 10
Monticello, Florida 32344

TO Tallahassee Ford ~~DATE~~ 10-13-11

ADDRESS Magnolia Drive ADDRESS _____

CITY Tallahassee, FL CITY _____

REQ. NO.	FOR	DATE REQUIRED	TERMS	HOW SHIP	DATE	
QUANTITY		PLEASE SUPPLY ITEMS LISTED BELOW			PRICE	UNIT
ORDERED	RECEIVED					
1	1	2011 Ford Ranger HX2 XLT			\$14,397.50	
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22		Total			\$14,397.50	

IMPORTANT

OUR ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES, ETC.

PLEASE NOTIFY LIS IMMEDIATELY IF YOU ARE UNABLE TO SHIP COMPLETE ORDER BY DATE SPECIFIED.

PLEASE SEND COPIES OF YOUR INVOICE WITH ORIGINAL BILL OF LADING

David Hazvey
PURCHASING AGENT



ORIGINAL

❖ **Jefferson County Road Department**

1484 South Jefferson
County Courthouse Room 10
Telephone (850)997-2036
Mobile (850) 528-0555
Fax (850)997-6760
Monticello, Florida 32344

October 13th 2011

County Coordinator,
Honorable Chairman Fulford.

We have a need to replace our unit #11 1989 model pick up (22yrs old) with a new pickup.

We have found a good buy off the Sheriff's State Bid list from Vendor #1; Tallahassee Ford \$14397.50, we have budget funds for equipment purchase.

Vendor #2; 17327.00

Vendor#3; 16228.00

Vendor #1 has the options added in and the others would be added to the base price.

With your written approval we can issue a P.O. and take delivery on this new vehicle.

David Harvey
Road Superintendent

SECTION IV

AUTHORITY/APPROVALS

Bids for items or services shall be awarded to the qualified and responsive bidder who submits the net lowest responsive bid meeting all the purchasing policies of the county. Qualified bidders shall be determined based on the following criteria:

1. Ability to deliver the product or perform the contract in a timely manner and consistent with county requirements.
2. Experience and past performance
3. Acceptable warranty/guarantee of future maintenance and service
4. Possession of current licenses and/or certifications (when applicable.)

The following describes the authority and approvals required for expenditures made by authorized county employees:

A. INFORMAL COMPETITIVE PURCHASES

1. Up to \$1000

Purchases made by department head and/or **ONE** designee of the department head to buy supplies and/or parts for operational necessity up to \$1000 in value.

2. \$1000 to \$5000

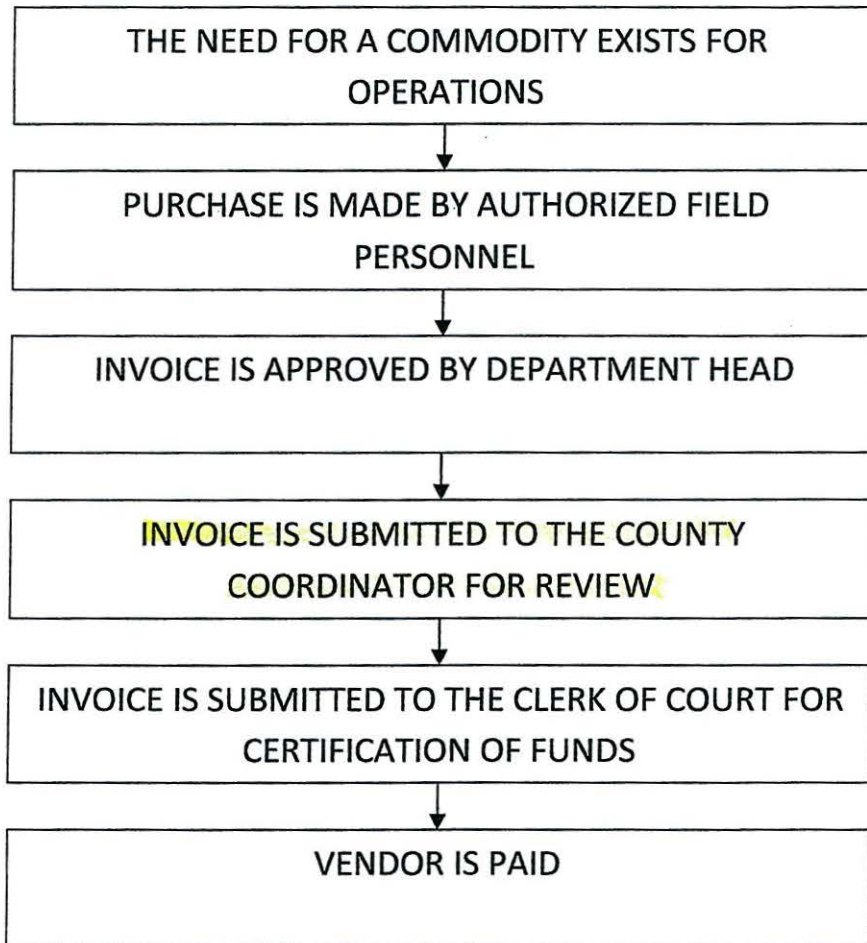
Purchases made only by authorized department head for goods/ services in excess of \$1000 but no more than \$5000 require at least **THREE (3)** verbal quotations on the proper form

3. \$5000 to \$10,000

Purchases made only by authorized department head for goods/services in excess of \$5000 but no more than \$10,000 require at least **FOUR (4)** verbal quotations on the proper form.

FLOW CHART

PROCEDURES FOR PURCHASES UP TO \$10,000



SECTION VI

PAYMENT REQUESTS

A. Payment requests for items or contracted services to the Clerk of Court/Finance Department shall be authorized (signature required) as follows:

AMOUNT OF CONTRACT OR EXPENDITURE	AUTHORIZED SUPERVISOR	DEPT DIRECTOR	BCC
\$0 to \$1000	x		
\$1000 to \$5000		x	
\$5000 to \$10,000		x	
\$10,000 or more			x

During Periods of extended absence, the Department Director's designee may authorize payments to be made.

B. The Board of County Commissioners shall award all projects in excess of \$10,000. The Department Director is authorized to process all progress payments of Board awarded projects, which are, less than \$100,000 in cost by remitting to the Clerk of Court. The Board shall approve all progress payments for projects in excess of \$100,000.

C. Change orders to equipment purchases and contracted services less than \$10,000 may be authorized by the Department Director. All change orders in excess of \$10,000 must be authorized by the Board unless a delay is against the public interest in which case the Chairman shall authorize the work and report his actions at the next regular Board meeting.

D. Each Department Head shall have one designee authorized to make purchases up to \$1000.

Change orders for goods/services up to \$5,000 authorized to the Department Director
 Change orders for goods/services in excess of \$5,000 shall require the approval
 of the Board of County Commissioners

JEFFERSON COUNTY VERBAL QUOTATION FORM

Date: 10-10-11
 Department: Road

Deliver To: _____
 Prepared By: _____

Use this space to justify obtaining less than three quotes or if recommended vendor is not the low quote:

	VENDOR #1	VENDOR #2	VENDOR #3
Name	Tall. Tractor Supply	TNT	Thomasville Tractor Supply
Address			
City, State ZIP	Tall, Fl.	Thomasville	Thomasville
Terms	TW 11 R	LM 400	Kawasaki M 4/2 600

Quantity	Unit	Description of Item	Unit Price	Ext Price	Total	Unit Price	Ext Price	Total	Unit Price	Ext Price	Total
1		TW 11 R	\$49.99			55.00			\$63.00		
2		part	30.00			\$15.00 ea		2			
		M41Vsnays Service parts				T-M-T Service part					

Account #: David Haver
 DEPARTMENT HEAD APPROVAL

 SIGNATURE

Recommended Vendor: TNT

10-13-11
 DATE

JEFFERSON COUNTY VERBAL QUOTATION FORM

Date: _____

Deliver To: _____

Department: _____

Prepared By: _____

Use this space to justify obtaining less than three quotes or if recommended vendor is not the low quote:

	VENDOR #1	VENDOR #2	VENDOR #3
Name	Bartlett	Grady	Grady
Address			
City, State ZIP	Bartlett, Ga	Thomsonville	Tsll.
Terms	Go for HX2	Go for HX2	Go for HX2

Quantity	Unit	Description of Item	Unit Price	Ext Price	Total	Unit Price	Ext Price	Total	Unit Price	Ext Price	Total
			65450.00			5595.00			56599.00		

Account #: _____

Recommended Vendor: _____

DEPARTMENT HEAD APPROVAL

SIGNATURE

DATE

ATTN: ALL DEPARTMENT HEADS AND OTHERS

ALL EQUIPMENT PURCHASES OF \$1000.00 OR GREATER MUST BE RECORDED IN THE BOARD OF COUNTY COMMISSIONERS FIXED ASSETS FILES:

PLEASE FILL OUT AND ATTACH A COPY OF THIS FORM TO ALL INVOICES THAT QUALIFY AS EQUIPMENT PURCHASES.

THANKS, YOUR HELP WILL BE GREATLY APPRECIATED.

DESCRIPTION: Land Master LM400
Sport Utility Vehicle

SERIAL / MODEL NUMBER: LM400/A4PUTX#1EBA20194A

VENDOR NAME: TRUCKS and TRAILS Supercenter

ACQUISITION METHOD: County Funds
(Was it purchased with County Funds or with money from a Grant and/or a Gift.)

ACQUISITION DATE: _____
(This will be date it was paid for/Gwen will give us this date.)

VOUCHER / CHECK NO.: _____
(Gwen will give us this information.)

PURCHASE COST: \$15050.00
(Or Estimated Value)

NOTE: If the above equipment is replacing used equipment, we need to know the Property Sticker Number: _____ and how this piece of equipment will be disposed of: _____



CARS • TRUCKS • SUVs

14585 Highway 19 South
Thomasville, GA 31792
Phone: (229) 228-5297
Fax: (229) 228-5298

Date 10/13/2011
Customer # 9755
Sales Person MARK MILDENBERGER
Stock # 461

Purchaser's Name Jefferson County Boa.
DL #
SSN #
D.O.B.
Co-Purchaser's Name
DL #
SSN #
D.O.B.
Address 1484 S Jefferson St
City Monticello
State FL
Zip 32344
County Jefferson
Cell Phone
Buyer(s) hereby offers to purchase the vehicle described under the terms and conditions specified. All vehicles are sold as equipped unless otherwise specified.
Email
Work Phone
Home Phone 850-997-2036
NEW CAR
NEW TRUCK
DEMO
USED CAR
USED TRUCK

Table with columns: YEAR, MAKE, MODEL, COLOR, MILEAGE, SERIAL NUMBER. Row: 2011, AM SPRTWKS, LM400, GREEN, 1, A4PUTXHEBA201944

"SUBJECT TO CREDIT APPROVAL"
The above mentioned vehicle is being delivered "Subject to Credit Approval". The customer hereby agrees that in the event credit is denied, the customer shall return said vehicle to Trucks & Trails immediately upon notification, in like condition. Should the customer not return said vehicle upon demand, Trucks & Trails may seize the vehicle in any lawful way and immediately file suit against the customer seeking both compensatory and punitive damages for wrongful retention. If any lawsuit is brought to get the vehicle returned, Trucks & Trails shall be entitled to compensation for reasonable attorneys fees and costs. You as the customer, are hereby notified that your valid and collectible liability insurance or personal injury protection insurance is to be primary.

Buyer(s):
I understand that my payoff has been estimated. If the payoff balance and/or lien on my vehicle traded-in is in excess of the estimate the additional amount will be my responsibility to pay on demand. Should the payoff balance be lower than the above estimated amount, the dealer agrees to pay me the difference.

Buyer(s):
I warrant that my trade in has not been reconstructed or rebuilt or otherwise altered so as to cause frame repair or reconstructing of the body, nor has the vehicle ever been assigned a salvage or rebuilt title. I also warrant that the emission equipment is intact and operational. I have not removed or altered said equipment while in my possession nor do I have knowledge of anyone else doing so. I also warrant that there are no other liens nor encumbrances other than what shows on this form.

ALL PRE-OWNED GOLF CARTS SOLD WITH LIMITED WARRANTY
All Pre-Owned Golf Carts sold by Thomasville Trucks and Trails are delivered with limited warranty. In the event of mechanical breakdown Thomasville, Trucks and Trails agrees to make repairs including parts and labor for a period of 60 days from date of purchase. Batteries are excluded.

CONTRARY LANGUAGE DISCLOSURE
The following applies to all vehicles sold as "DEMONSTRATOR" or "USED". The information you see on the window form for this vehicle is part of this contract. Information on the window form overrides any contrary provisions in the contract of sale. This motor vehicle is sold "AS IS". TRUCKS & TRAILS makes no warranties, representations or assurances that the motor vehicle contains only original manufacturer installed or manufactured rebuilt components, parts or accessories. I hereby acknowledge that I have agreed to purchase this motor vehicle after having read and considered the above disclosure.

ARBITRATION
Any controversy or claim arising out of or relating to this contract or the breach thereof, shall be settled by arbitration in Thomas County, Georgia in accordance with the rules of the American Arbitration Association, and judgment upon the award rendered by the Arbitrators may be entered in any court having jurisdiction thereof.

THE AIR BAG SYSTEM IN MY TRADE IN VEHICLE
() is equipped with air bags which have never been deployed.
() is equipped with air bags which have been deployed and subsequently replaced.
() is equipped with air bags which have been deployed and not replaced.
() is equipped with air bags which have been disconnected, () and repaired () and not repaired
() was never equipped with air bags.

PRIVACY NOTICE
In connection with your transaction, Trucks & Trails may acquire information about you as described in this notice, which we handle as stated in this notice.
1. We collect nonpublic personal information about you from the following sources: 1) Information we receive from you on applications or other forms; 2) Information about your transactions with us; and 3) Information we receive from a consumer reporting agency.
2. We do not disclose, nor do we reserve the right to disclose, any nonpublic personal information about our consumers, customers or former customers to anyone, except as permitted by law. We may disclose nonpublic personal information about you, as a consumer, customer or former customer, to non-affiliated third parties as permitted by law.
3. We restrict access to nonpublic personal information about you to those employees who need to know that information to provide products or services to you. We maintain physical, electronic, and procedural safeguards that comply with federal regulations to guard your nonpublic personal information.
Customer acknowledgment: I (we) acknowledge that I (we) received a copy of this notice on the date indicated below.

PERMISSION TO CALL
Jefferson County Boa.
I give permission to TRUCKS & TRAILS to contact me by telephone at numbers listed above notwithstanding the fact that these number(s) may be listed on the national no call register or be e-mail to inform me of dealership services, products and promotions.
Date: 10/13/2011

"DEALER INSTALLED ACCESSORIES:"
Table with columns: Item, Amount. Rows include: SALE PRICE \$4951.00, SECURE ETCH \$N/A, TRADE ALLOWANCE AND/OR DISCOUNT \$N/A, CASH DIFFERENCE \$4951.00, ADD'L ITEMS \$N/A, ELECTRONIC FILING \$N/A, GA NEW CAR WARRANTY RIGHTS FEE \$N/A, DOCUMENTARY FEE \$99.00, AMOUNT TAXABLE \$5050.00, SALES TAX \$N/A, COUNTY TAX \$N/A, TITLE & TAG FEES TITLE FEE \$N/A, TOTAL \$5050.00, OTHER (Includes Tax) \$N/A, OTHER (Includes Tax) \$N/A, DOWNPAYMENT \$N/A, REBATE \$N/A, TRADE IN LIEN PAYOFF \$N/A, BALANCE DUE \$5050.00

TRADE-IN INFORMATION
YEAR, MAKE, MODEL, COLOR, MILEAGE, SERIAL#, TAG NO., TAG MO./YR., STOCK NO., EXACT NAME(S) ON TITLE, LIEN HELD BY, ADDRESS, CITY, ACCT.#, CONFIRMED PAYOFF 00000, GOOD UNTIL, QUOTED BY, QUOTED BY

TRADE-IN INFORMATION
YEAR, MAKE, MODEL, COLOR, MILEAGE, SERIAL#, TAG NO., TAG MO./YR., STOCK NO., EXACT NAME(S) ON TITLE

Title and tag fees are estimates, any excess will be refunded by dealer when registration is delivered. Any shortage must be paid by buyer(s) when registration is delivered. Lost title service \$50.00 refundable if title produced within 3 business days.
TRUCKS & TRAILS DOES NOT PROVIDE LOANER VEHICLES. Buyers initials:

"DEALER SERVICES"
"THIS CHARGE REPRESENTS COST AND PROFITS TO THE SELLER / DEALER FOR ITEMS SUCH AS INSPECTING, SERVICING AND PREPARING DOCUMENTS RELATED TO THE SALE."
On a cash transaction this offer is not binding until accepted in writing by Authorized Dealer Representative in the space below.
On a credit transaction the Buyer(s) offer is not accepted and the transaction is not consummated until (a) accepted in writing by Authorized Dealer Representative in the space below and (b) accepted by a responsible bank or Finance Company and (c) all disclosures requested by the Federal Consumer Credit Protection Act have been given and (d) Buyer(s) and Dealer have signed on an Installment Sale Contract.
Buyer(s) by his execution of this Order acknowledges that he, has read additional terms and conditions printed on the back hereof and agrees to it as part of this order the same as if it were printed above his signature. I (we) certify that I am 18-years of age or older and hereby acknowledge receipt of a copy of this order.
Buyer: Date: 10/13/2011
Co-Buyer: Date:
Dealer: TRUCKS & TRAILS
Accepted:

BUYERS GUIDE

IMPORTANT: Spoken promises are difficult to enforce. Ask the dealer to put all promises in writing. Keep this form.

AMERICA SPORTSWORK LIMITED 2011 20194A
VEHICLE MAKE MODEL YEAR VIN NUMBER

461

DEALER STOCK NUMBER (Optional)

WARRANTIES FOR THIS VEHICLE:

AS IS-NO WARRANTY

YOU WILL PAY ALL COSTS FOR ANY REPAIRS. The dealer assumes no responsibility for any repairs regardless of any oral statements about the vehicle.

WARRANTY

FULL LIMITED WARRANTY. The dealer will pay _____% of the labor and _____% of the parts for the covered systems that fail during the warranty period. Ask the dealer for a copy of the warranty document for a full explanation of warranty coverage, exclusions, and the dealer's repair obligations. Under state law, "implied warranties" may give you even more rights.

SYSTEMS COVERED:

1 YR. ON VEHICLE

DURATION:

3 YR. ON MOTOR

SERVICE CONTRACT. A service contract is available at an extra charge on this vehicle. Ask for details as to coverage, deductible, price, and exclusions. If you buy a service contract within 90 days of the time of sale, state law "implied warranties" may give you additional rights.

PRE PURCHASE INSPECTION: ASK THE DEALER IF YOU MAY HAVE THIS VEHICLE INSPECTED BY YOUR MECHANIC EITHER ON OR OFF THE LOT.

SEE THE BACK OF THIS FORM for important additional information, including a list of some major defects that may occur in used motor vehicles.

Below is a list of some major defects that may occur in used motor vehicles.

Frame & Body

Frame-cracks, corrective welds, or rusted through
Dogtracks — bent or twisted frame

Engine

Oil leakage, excluding normal seepage
Cracked block or head
Belts missing or inoperable
Knocks or misses related to camshaft lifters and push rods
Abnormal exhaust discharge

Transmission & Drive Shaft

Improper fluid level or leakage, excluding normal seepage
Cracked or damaged case which is visible
Abnormal noise or vibration caused by faulty transmission or drive shaft
Improper shifting or functioning in any gear
Manual clutch slips or chatters

Differential

Improper fluid level or leakage excluding normal seepage
Cracked or damaged housing which is visible
Abnormal noise or vibration caused by faulty differential

Cooling System

Leakage including radiator
Improperly functioning water pump

Electrical System

Battery leakage
Improperly functioning alternator, generator, battery, or starter

Fuel System

Visible leakage

Inoperable Accessories

Gauges or warning devices
Air conditioner
Heater & Defroster

Brake System

Failure warning light broken
Pedal not firm under pressure (DOT spec.)
Not enough pedal reserve (DOT spec.)
Does not stop vehicle in straight line (DOT spec.)
Hoses damaged
Drum or rotor too thin (Mfgr. Specs)
Lining or pad thickness less than 1/32 inch
Power unit not operating or leaking
Structural or mechanical parts damaged

Steering System

Too much free play at steering wheel (DOT specs.)
Free play in linkage more than 1/4 inch
Steering gear binds or jams
Front wheels aligned improperly (DOT specs.)
Power unit belts cracked or slipping
Power unit fluid level improper

Suspension System

Ball joint seals damaged
Structural parts bent or damaged
Stabilizer bar disconnected
Spring broken
Shock absorber mounting loose
Rubber bushings damaged or missing
Radius rod damaged or missing
Shock absorber leaking or functioning improperly

Tires

Tread depth less than 2/32 inch
Sizes mismatched
Visible damage

Wheels

Visible cracks, damage or repairs
Mounting bolts loose or missing

Exhaust System

Leakage

DEALER

ADDRESS

SEE FOR COMPLAINTS

CUSTOMER SIGNATURE
(Dealer's Option)

David Harvey

I hereby acknowledge receipt of the Buyers Guide at the closing of this sale.

IMPORTANT: The information on this form is part of any contract to buy this vehicle. Removal of this label before consumer purchase (except for purpose of test-driving) is a violation of federal law (16 C.F.R. 455).

SECTION IV
AUTHORITY/APPROVALS

Bids for items or services shall be awarded to the qualified and responsive bidder who submits the net lowest responsive bid meeting all the purchasing policies of the county. Qualified bidders shall be determined based on the following criteria:

1. Ability to deliver the product or perform the contract in a timely manner and consistent with county requirements.
2. Experience and past performance
3. Acceptable warranty/guarantee of future maintenance and service
4. Possession of current licenses and/or certifications (when applicable.)

The following describes the authority and approvals required for expenditures made by authorized county employees:

A. **INFORMAL COMPETITIVE PURCHASES**

1. **Up to \$1000**

Purchases made by department head and/or **ONE** designee of the department head to buy supplies and/or parts for operational necessity up to \$1000 in value.

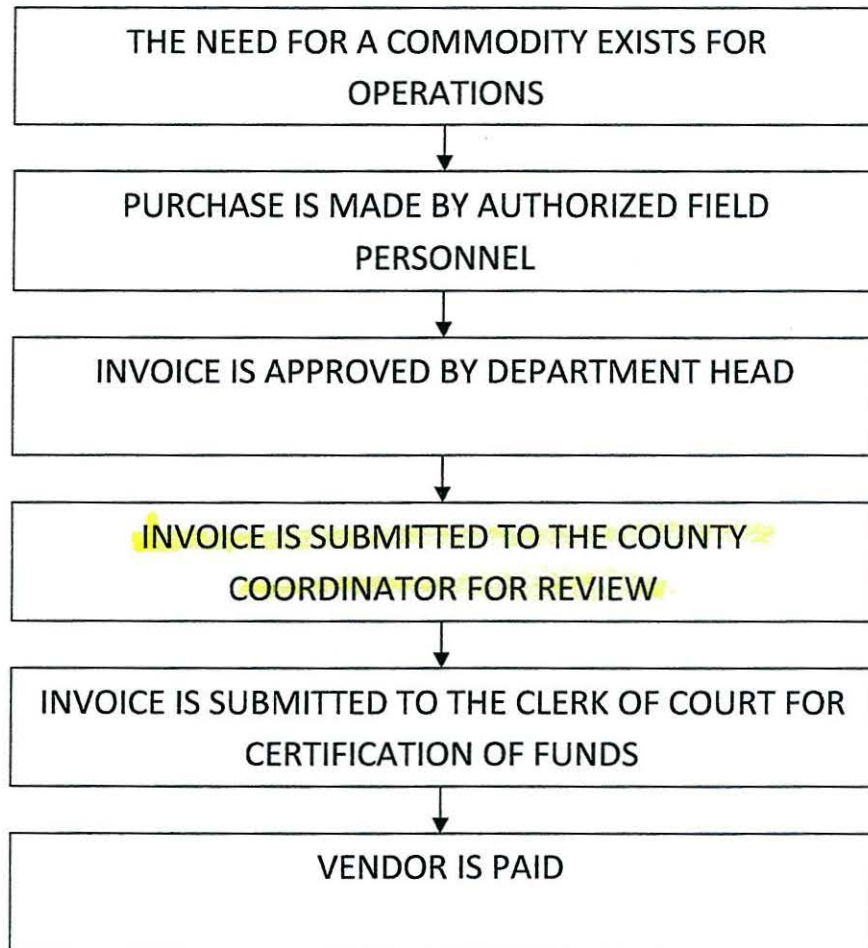
2. **\$1000 to \$5000**

Purchases made only by authorized department head for goods/ services in excess of \$1000 but no more than \$5000 require at least **THREE (3)** verbal quotations on the proper form

3. **\$5000 to \$10,000**

Purchases made only by authorized department head for goods/services in excess of \$5000 but no more than \$10,000 require at least **FOUR (4)** verbal quotations on the proper form.

FLOW CHART
PROCEDURES FOR PURCHASES UP TO
\$10,000



SECTION VI
PAYMENT REQUESTS

A. Payment requests for items or contracted services to the Clerk of Court/Finance Department shall be authorized (signature required) as follows:

<u>AMOUNT OF CONTRACT OR EXPENDITURE</u>	<u>AUTHORIZED SUPERVISOR</u>	<u>DEPT DIRECTOR</u>	<u>BCC</u>
\$0 to \$1000	x		
\$1000 to \$5000		x	
\$5000 to \$10,000		x	
\$10,000 or more			x

During Periods of extended absence, the Department Director's designee may authorize payments to be made.

B. The Board of County Commissioners shall award all projects in excess of \$10,000. The Department Director is authorized to process all progress payments of Board awarded projects, which are, less than \$100,000 in cost by remitting to the Clerk of Court. The Board shall approve all progress payments for projects in excess of \$100,000.

C. Change orders to equipment purchases and contracted services less than \$10,000 may be authorized by the Department Director. All change orders in excess of \$10,000 must be authorized by the Board unless a delay is against the public interest in which case the Chairman shall authorize the work and report his actions at the next regular Board meeting.

D. Each Department Head shall have one designee authorized to make purchases up to \$1000.

Payment requests for goods/services up to \$5,000 authorized to the Clerk of Court/Finance Department shall include the signature of the Department Director. Goods/services in excess of \$5,000 shall require the approval of all members of the County Commission.

JEFFERSON COUNTY VERBAL QUOTATION FORM

Date: 10-10-11
 Department: Road

Deliver To: _____
 Prepared By: _____

Use this space to justify obtaining less than three quotes or if recommended vendor is not the low quote:

	VENDOR #1	VENDOR #2	VENDOR #3
Name	Tall. Tractor Supply	TNT	Thomasville Tractor Supply
Address			
City, State ZIP	Tall, Fl.	Thomasville	Thomasville
Terms	TW 11 R	LM 400	Kawasaki Mule 600

Quantity	Unit	Description of Item	Unit Price	Ext Price	Total	Unit Price	Ext Price	Total	Unit Price	Ext Price	Total
	1	TW 11 R	\$49.99			55.00			\$63.00		
	2	parts	30.00			\$5.00	es	(2)			
			Milvaneys			T-M-T					
			Service			Service					
			parts			parts					

Account #: David Hawley

Recommended Vendor: TNT

DEPARTMENT HEAD APPROVAL

 SIGNATURE

10-13-11
 DATE

JEFFERSON COUNTY VERBAL QUOTATION FORM

Date: _____

Deliver To: _____

Department: _____

Prepared By: _____

Use this space to justify obtaining less than three quotes or if recommended vendor is not the low quote:

	VENDOR #1	VENDOR #2	VENDOR #3
Name	Bartel Thetford	Granger 454	Granger 476
Address			
City, State ZIP	Bartley, Ga	Thomsonville	Tsll.
Terms	Go for 4X2	Go for 4X2	Go for 4X2

Quantity	Unit	Description of Item	Unit Price	Ext Price	Total	Unit Price	Ext Price	Total	Unit Price	Ext Price	Total
			\$5450.00			\$5595.00			\$6599.00		

Account #: _____

Recommended Vendor: _____

DEPARTMENT HEAD APPROVAL

SIGNATURE

DATE



14585 Highway 19 South
 Thomasville, GA 31792
 Phone: (229) 228-5297
 Fax: (229) 228-5298

Date 10/13/2011
 Customer # 9755
 Sales Person MARK MILDENBERGER
 Stock # 445

CARS • TRUCKS • SUVS

Purchaser's Name Jefferson County Board DL # _____ SSN # _____ D.O.B. _____
 Co-Purchaser's Name _____ DL # _____ SSN # _____ D.O.B. _____
 Address 1404 S Jefferson St City Monticello State FL Zip 32344 County Jefferson Cell Phone _____
 Buyer(s) hereby offers to purchase the vehicle described under the terms and conditions specified. All vehicles are sold as equipped unless otherwise specified. Email _____ Work Phone _____
 NEW CAR NEW TRUCK DEMO USED CAR USED TRUCK Home Phone 850-997-2036

YEAR	MAKE	MODEL	COLOR	MILEAGE	SERIAL NUMBER
2011	AM SPRTWKS	LM100	RED	1	A4PUTXN1VEA191811

"SUBJECT TO CREDIT APPROVAL"

The above mentioned vehicle is being delivered "Subject to Credit Approval". The customer hereby agrees that in the event credit is denied, the customer shall return said vehicle to Trucks & Trails immediately upon notification, in like condition. Should the customer not return said vehicle upon demand, Trucks & Trails may seize the vehicle in any lawful way and immediately file suit against the customer seeking both compensatory and punitive damages for wrongful retention. If any lawsuit is brought to get the vehicle returned, Trucks & Trails shall be entitled to compensation for reasonable attorneys fees and costs. You as the customer, are hereby notified that your valid and collectible liability insurance or personal injury protection insurance is to be primary.

Buyer(s): _____

I understand that my payoff has been estimated. If the payoff balance and/or lien on my vehicle traced in is in excess of the estimate the additional amount will be my responsibility to pay on demand. Should the payoff balance be lower than the above estimated amount, the dealer agrees to pay me the difference.

Buyer(s): _____

I warrant that my trade in has not been reconstructed or rebuilt or otherwise altered so as to cause frame repair or reconstructing of the body, nor has the vehicle ever been assigned a salvage or rebuilt title. I also warrant that the emission equipment is intact and operational. I have not removed or altered said equipment while in my possession nor do I have knowledge of anyone else doing so. I also warrant that there are no other liens nor encumbrances other than what shows on this form.

Buyer(s): _____

ALL PRE-OWNED GOLF CARTS SOLD WITH LIMITED WARRANTY

All Pre-Owned Golf Carts sold by Thomasville Trucks and Trails are delivered with limited warranty. In the event of mechanical breakdown Thomasville, Trucks and Trails agrees to make repairs including parts and labor for a period of 60 days from date of purchase. Batteries are excluded.

CONTRARY LANGUAGE DISCLOSURE

The following applies to all vehicles sold as "DEMONSTRATOR" or "USED". The information you see on the window form for this vehicle is part of this contract. Information on the window form overrides any contrary provisions in the contract of sale. This motor vehicle is sold "AS IS". TRUCKS & TRAILS makes no warranties, representations or assurances that the motor vehicle contains only original manufacturer installed or manufactured rebuilt components, parts or accessories. I hereby acknowledge that I have agreed to purchase this motor vehicle after having read and considered the above disclosure.

Buyer(s): _____

ARBITRATION

Any controversy or claim arising out of or relating to this contract or the breach thereof, shall be settled by arbitration in Thomas County, Thomasville, Georgia in accordance with the rules of the American Arbitration Association, and judgment upon the award rendered by the Arbitrators may be entered in any court having jurisdiction thereof.

Buyer(s): _____

THE AIR BAG SYSTEM IN MY TRADE IN VEHICLE
 is equipped with air bags which have never been deployed.
 is equipped with air bags which have been deployed and subsequently replaced.
 is equipped with air bags which have been deployed and not replaced.
 is equipped with air bags which have been disconnected () and repaired () and not repaired
 was never equipped with air bags.

Owner's Signature: _____

PRIVACY NOTICE

In connection with your transaction, Trucks & Trails may acquire information about you as described in this notice, which we handle as stated in this notice.
 1. We collect nonpublic personal information about you from the following sources: 1) information we receive from you on applications or other forms; 2) Information about your transactions with us; and 3) Information we receive from a consumer reporting agency.
 2. We do not disclose, nor do we reserve the right to disclose, any nonpublic personal information about our consumers, customers or former customers to anyone, except as permitted by law. We may disclose nonpublic personal information about you, as a consumer, customer or former customer, to non-affiliated third parties as permitted by law.
 3. We restrict access to nonpublic personal information about you to those employees who need to know that information to provide products or services to you. We maintain physical, electronic, and procedural safeguards that comply with federal regulations to guard your nonpublic personal information.
 Customer acknowledgment: I (we) acknowledge that I (we) received a copy of this notice on the date indicated below.

Customer signature: _____

PERMISSION TO CALL

I, Jefferson County Board give permission to **TRUCKS & TRAILS** to contact me by telephone at numbers listed above notwithstanding the fact that these number(s) may be listed on the national no call register or be e-mail to inform me of dealership services, products and promotions. Date: 10/13/2011

By: _____ Date: _____

"DEALER INSTALLED ACCESSORIES:"

SALE PRICE	\$	4951.00
SECURE ETCH	\$	N/A
TRADE ALLOWANCE AND/OR DISCOUNT	---	N/A
CASH DIFFERENCE	\$	4951.00
ADD'L ITEMS	+	N/A
ELECTRONIC FILING	+	N/A
GA NEW CAR WARRANTY RIGHTS FEE	\$	N/A
DOCUMENTARY FEE	+	99.00
AMOUNT TAXABLE	\$	5050.00
SALES TAX	+	N/A
COUNTY TAX	+	N/A
TITLE & TAG FEES // TITLE FEE	+	N/A
TOTAL	\$	5050.00
OTHER (Includes Tax)	+	N/A
OTHER (Includes Tax)	+	N/A
DOWNPAYMENT <input type="checkbox"/> CASH REC # <input type="checkbox"/> CHECK DATE	-	N/A
REBATE	-	N/A
TRADE IN LIEN PAYOFF	+	N/A
BALANCE DUE	\$	5050.00

TRADE-IN INFORMATION

YEAR	MAKE	MODEL	COLOR
MILEAGE	SERIAL#		
TAG NO.	TAG MO./YR.	STOCK NO.	
EXACT NAME(S) ON TITLE			
LIEN HELD BY			
ADDRESS			
CITY			
ACCT.#		CONFIRMED PAYOFF	0000
GOOD UNTIL	QUOTED BY	QUOTED BY	

TRADE-IN INFORMATION

YEAR	MAKE	MODEL	COLOR
MILEAGE	SERIAL#		
TAG NO.	TAG MO./YR.	STOCK NO.	
EXACT NAME(S) ON TITLE			

Title and tag fees are estimates, any excess will be refunded by dealer when registration is delivered. Any shortage must be paid by buyer(s) when registration is delivered. Lost title service \$50.00 refundable if title produced within 3 business days.
 TRUCKS & TRAILS DOES NOT PROVIDE LOANER VEHICLES. Buyers initials: _____

"DEALER SERVICES

"THIS CHARGE REPRESENTS COST AND PROFITS TO THE SELLER / DEALER FOR ITEMS SUCH AS INSPECTING, SERVICING AND PREPARING DOCUMENTS RELATED TO THE SALE."
 On a cash transaction this offer is not binding until accepted in writing by Authorized Dealer Representative in the space below.
 On a credit transaction the Buyer(s) offer is not accepted and the transaction is not consummated until (a) accepted in writing by Authorized Dealer Representative in the space below and (b) accepted by a responsible bank or Finance Company and (c) all disclosures requested by the Federal Consumer Credit Protection Act Truth in Lending Act have been given and (d) Buyer(s) and Dealer have signed on an Installment Sale Contract.
 Buyer(s) by his execution of this Order acknowledges that he has read additional terms and conditions printed on the back hereof and agrees to it as part of this order the same as if it were printed above his signature. I (we) certify that I am 18 years of age or older and hereby acknowledge receipt of a copy of this order

Buyer: _____ Date: 10/13/2011 Dealer: **TRUCKS & TRAILS**
 Co-Buyer: _____ Date: _____ Accepted: _____

BUYERS GUIDE

IMPORTANT: Spoken promises are difficult to enforce. Ask the dealer to put all promises in writing. Keep this form.

AMERICAN SPORTWORK LM400 2011 19484A
VEHICLE MAKE MODEL YEAR VIN NUMBER

445
DEALER STOCK NUMBER (Optional)

WARRANTIES FOR THIS VEHICLE:

AS IS-NO WARRANTY

YOU WILL PAY ALL COSTS FOR ANY REPAIRS. The dealer assumes no responsibility for any repairs regardless of any oral statements about the vehicle.

WARRANTY

FULL LIMITED WARRANTY. The dealer will pay _____% of the labor and _____% of the parts for the covered systems that fail during the warranty period. Ask the dealer for a copy of the warranty document for a full explanation of warranty coverage, exclusions, and the dealer's repair obligations. Under state law, "implied warranties" may give you even more rights.

SYSTEMS COVERED:

1/2 ON VEHICLE

DURATION:

3/2 ON MOTOR

SERVICE CONTRACT. A service contract is available at an extra charge on this vehicle. Ask for details as to coverage, deductible, price, and exclusions. If you buy a service contract within 90 days of the time of sale, state law "implied warranties" may give you additional rights.

PRE PURCHASE INSPECTION: ASK THE DEALER IF YOU MAY HAVE THIS VEHICLE INSPECTED BY YOUR MECHANIC EITHER ON OR OFF THE LOT.

SEE THE BACK OF THIS FORM for important additional information, including a list of some major defects that may occur in used motor vehicles.



Below is a list of some major defects that may occur in used motor vehicles.

Frame & Body

Frame-cracks, corrective welds, or rusted through
Dogtracks — bent or twisted frame

Engine

Oil leakage, excluding normal seepage
Cracked block or head
Belts missing or inoperable
Knocks or misses related to camshaft lifters and push rods
Abnormal exhaust discharge

Transmission & Drive Shaft

Improper fluid level or leakage, excluding normal seepage
Cracked or damaged case which is visible
Abnormal noise or vibration caused by faulty transmission or drive shaft
Improper shifting or functioning in any gear
Manual clutch slips or chatters

Differential

Improper fluid level or leakage excluding normal seepage
Cracked or damaged housing which is visible
Abnormal noise or vibration caused by faulty differential

Cooling System

Leakage including radiator
Improperly functioning water pump

Electrical System

Battery leakage
Improperly functioning alternator, generator, battery, or starter

Fuel System

Visible leakage

Inoperable Accessories

Gauges or warning devices
Air conditioner
Heater & Defroster

Brake System

Failure warning light broken
Pedal not firm under pressure (DOT spec.)
Not enough pedal reserve (DOT spec.)
Does not stop vehicle in straight line (DOT spec.)
Hoses damaged
Drum or rotor too thin (Mfr. Specs)
Lining or pad thickness less than 1/32 inch
Power unit not operating or leaking
Structural or mechanical parts damaged

Steering System

Too much free play at steering wheel (DOT specs.)
Free play in linkage more than ¼ inch
Steering gear binds or jams
Front wheels aligned improperly (DOT specs.)
Power unit belts cracked or slipping
Power unit fluid level improper

Suspension System

Ball joint seals damaged
Structural parts bent or damaged
Stabilizer bar disconnected
Spring broken
Shock absorber mounting loose
Rubber bushings damaged or missing
Radius rod damaged or missing
Shock absorber leaking or functioning improperly

Tires

Tread depth less than 2/32 inch
Sizes mismatched
Visible damage

Wheels

Visible cracks, damage or repairs
Mounting bolts loose or missing

Exhaust System

Leakage

DEALER

ADDRESS

SEE FOR COMPLAINTS

CUSTOMER SIGNATURE
(Dealer's Option)

X *David Hawley*

I hereby acknowledge receipt of the Buyers Guide at the closing of this sale.

IMPORTANT: The information on this form is part of any contract to buy this vehicle. Removal of this label before consumer purchase (except for purpose of test-driving) is a violation of federal law (16 C.F.R. 455).

ATTN: ALL DEPARTMENT HEADS AND OTHERS

ALL EQUIPMENT PURCHASES OF \$1000.00 OR GREATER MUST BE RECORDED IN THE BOARD OF COUNTY COMMISSIONERS FIXED ASSETS FILES:

PLEASE FILL OUT AND ATTACH A COPY OF THIS FORM TO ALL INVOICES THAT QUALIFY AS EQUIPMENT PURCHASES.

THANKS, YOUR HELP WILL BE GREATLY APPRECIATED.

DESCRIPTION: Land Master LM 400
Sport Utility Vehicle

SERIAL / MODEL NUMBER: LM400/A4P4TXHVB19A84A

VENDOR NAME: Trucks and Trails Supercenter

ACQUISITION METHOD: County Funds
(Was it purchased with County Funds or with money from a Grant and/or a Gift.)

ACQUISITION DATE: _____
(This will be date it was paid for/Gwen will give us this date.)

VOUCHER / CHECK NO.: _____
(Gwen will give us this information.)

PURCHASE COST: \$5050.00
(Or Estimated Value)

NOTE: If the above equipment is replacing used equipment, we need to know the Property Sticker Number: _____ and how this piece of equipment will be disposed of: _____

**Jefferson County Cooperative Extension Office
Monthly Report – Board of County Commissioners
Sept, 2011 (submitted to County Coordinator, Nov 3)**

4-H Youth Activities

- . JGL - Newsletter prepared and sent
- . JGL - 4-H Awards Banquet - Oct. 1
- . JGL – 4-H Program Implementation Meeting - Oct. 3
- . JGL – District III Council Meeting – Sept. 4
- . JGL – Explorers Club Officer Training – Oct 4
- . JGL – Pre - North Florida Fair Meeting – Sept. 6
- . JGL – County Council Meeting – Oct. 10
- . JGL – 4-H Affirmative Action Polycom In-service – Oct. 11
- . JGL – Jefferson County 4-H Association Meeting – Oct 11
- . JGL – 4-H Tropicana Orientation, 4th Graders @ JES – Oct. 11
- . JGL – Post Wildlife Camp Meeting – Sept. 9
- . JGL - Post Camp Wildlife Day Camp Meeting - Sept. 10
- . JGL - Soil & Water District Conservation Meeting - Sept. 10
- . JGL - 4-H Health Rocks Training – Oct. 12
- . JGL – 3rd Grade 4-H Club Mgt. – Oct. 18
- . JGL – 5th Grade 4-H Club Mgt. – Oct. 19
- . JGL – 4-H Explorers Club Meeting - Oct 20
- . JGL – 4th Grade 4-H Club Meeting – Oct. 21
- . JGL – 4-H Staff Planning Meeting – Oct. 21
- . JGL – Community Visioning Meeting – Oct. 24
- . JGL – Safe and Nurturing Environment Committee Meeting – Oct. 25
- . JGL - 4th Grade 4-H Club Meeting - Sept. 18
- . JGL - 4-H County Council Meeting - Sept. 19
- . JGL - 5th Grade 4-H Club Meeting - Sept. 19
- . JGL – Meeting with Traci Fulford re: banner for NFF Dairy Show – Oct. 27
- . JGL – JOY Meeting – Oct. 29
- . KDJ- Speak at 4H Awards- Monticello Opera House- October 1st
- . KDJ - 4H Health Rocks Training- Green Industries-October 12th
- . KDJ - 4th Grade 4H- JCES- October 18th
- . KDJ - 4H Planning- October 21st
- . KDJ - County Counsel Web Communication – JCEO- October 31st
- . JED –Jefferson County 4-H Banquet - Oct. 1
- . JED- Teaching Forestry and Resources to Cub Scout Troop - Oct. 23

Agriculture and Natural Resources Activities

- . JED – NW District Ag program Team Meeting; Polycom – Sept. 7
- . JED – Presentation on Invasive Species to Water Street Park Committee Oct. 3
- . JED - Jefferson County Cattlemen's Association Reorganization Meetings Oct. 3 and Oct. 24
- . JED – Regional Climate Change and Sustainability Committee Meeting Tallahassee Oct. 5
- . JED - NW District Faculty Meeting Quincy Oct. 6
- . JED - Jefferson County Soil and Water Conservation Board Meeting – Oct. 13

- JED - Extension Staff Meeting - Oct. 14
- JED - Extension Display New Leaf Market Farm Tour – Oct. 15
- JED - Madison County Jackpot Junior Beef Show-OCT-15
- JED - South East Regional Hay Contest Exhibit Sunbelt Ag Expo, Moultrie, GA Oct. 18-19
- JED- North Central Cooperative Invasive Species Management Area Organizational Meeting; Live Oak Oct. - 20
- JED- Florida Grazing Lands Coalition Meeting; Madison Oct. 20
- JED- North Florida Fair Booth - Oct. 31

Family & Consumer Sciences

- KDJ- Health Care Harvest Christian –Harvest Christian– Oct. 1st
- KDJ-HCE -Meeting in Altamonte Springs – Oct. 3rd- 5th
- KDJ- Tabaco Free Partnership Meeting-Health Dept. Annex – Oct. 10th
- KDJ- Design Survey to Measure Tabaco Attitudes of Pet Owners in Jefferson- Oct.11th
- KDJ- ServSafe Certification to Teach/ proctor – online- Oct. 11th
- KDJ- Helping the Unbanked Be Successful- Online-Oct. 13th
- KDJ- Sunbelt Magnets- JCEO- Oct. 13th
- KDJ- Food Preservation Training- Wakulla – Oct. 14th
- KDJ- Meeting w/ Ms. Wilson JMHS Librarian RE: Financial Ed- JMHS- Oct. 19th
- KDJ- HCE Meeting – JCEO-Oct. 18th
- KDJ-Sunbelt-Moultrie, GA- Oct. 20th
- KDJ-Financial Focus Team Meeting- Oct. 21st
- KDJ- 5th Grade 4H- JCES- October 19th
- KDJ- Shared Service- Jefferson County Public Library- Oct. 25th
- KDJ- SNTD- JCEO- Oct 25th
- KDJ- VITA Meeting- United Way- Oct. 26th
- KDJ- News Article RE: VITA and FMMM- Oct. 26th
- KDJ- Red Ribbon Week Jefferson Poster (Parents Talk with Children about Tabaco)- Oct. 27th
- KDJ- Partner Letters RE: VITA and FMMM- JCEO-Oct.27th

FAMU, 4-H & Ag Agent – Jefferson County

- CW – North Florida Fair Livestock Chairperson – Oct. 5
- CW – Attended IST on Nutrition & Fertilization of Small Fruits and Vegetables(Balm, FL) – Oct. 6
- CW – Attended IST on Vegetable Plant Disease Identification(Quincy, FL) – Oct 7
- CW – Attended New Agent Training Session B(Gainseville, FL) – Oct. 11-12
- CW – Jefferson County staff meeting(extension office) – Oct. 14
- CW – Reviewed awards for NFF Dairy show(Fairgrounds) – Oct. 14
- CW – Sunbelt Expo(Moultrie, GA) – Oct. 18
- CW – Met w/ Ag. Teacher at JMHS regarding 4-H gardening – Oct. 19
- CW – Met with grad school advisor(FAMU) – Oct. 19
- CW – Took GI-BMP Instructor class(DEP, Tallahassee) – Oct. 21

- CW – Taught gardening class at JMHS – Oct. 27
- CW – Met with 2nd Harvest and Green Industries about USDA grant for community(Green Industries- Monticello) – Oct. 28

Administrative and Other Activities, Faculty and Staff

- JGL – County Legislative Committee Meeting – Oct. 5
- JGL – UF/IFAS Faculty North West Administrative District Meeting – Oct. 6
- JGL – Family and Consumer Science Advisory Committee Meeting – Oct. 10
- JGL - Jefferson County Soil and Water Conservation Board Meeting – Oct. 13
- JGL- Extension Staff Meeting – Oct. 14
- JGL – New Leaf Farm Tours – Oct 15
- JGL – Check Awards for North Florida Fair Dairy Show – Oct. 14
- JGL – Meet with JMHS Librarian - Oct. 18
- JGL – Waters Street Park Meeting – Oct. 19
- JGL – Dept. Heads Meeting – Oct. 25
- KDJ - NW District Faculty Meeting- Oct. 6th
- KDJ - FCS Advisory Committee Meeting- Oct. 10th
- KDJ - Hats JCES- Oct. 15th
- KDJ - Staff Meeting- JCEO- Oct. 18th
- KDJ -Food Preservation Training- Wakulla County – Oct. 24th
- KDJ - SWAT- Oct. 25th
- KDJ - Women and Business Workshop – Oct. 28th

Jefferson County Fire Rescue
Monthly Department Report

TO: Mr. Roy Schleicher
County Coordinator

DATE: November 04, 2011

SUBJECT: Department Directors Report

FROM: Mark Matthews, Chief
Jefferson County Fire Rescue

REFERENCE: October 2011 Report
ATTACHMENTS: 0

JCFR CALLS FOR SERVICE – ALL CALLS---

2011	OCTOBER	Y.T.D.
FIRE	39	442
EMS	185	1,930

TOTAL: 224 TOTAL: 2,372

JCFR FIRE CALLS WITH MONTICELLO -----

2011	OCTOBER	JULY to DATE
JCFR Response in City	10	26
MVFD Response in County	0	3

OCTOBER 2011 EMS COLLECTIONS - \$55,316.33

11/12 FISCAL YEAR EMS COLLECTIONS TOTAL - \$55,316.33

BAD DEBT COLLECTIONS DUE TO THE EFFORTS OF NCS-Plus

2011	OCTOBER	JULY to DATE
	\$317.34	\$3,465.09

NEW STATION UPDATES Nothing new to report.

BUDGET UPDATE There have been no unexpected expenditures from either the Fire or EMS budgets.

VOLUNTEER TRAINING No training was held in October.

Jefferson County Parks Department Mike Holm- Parks Director

SPORTS- Tackle Football program underway.
All Games are being played in Thomasville Ga.

Flag Football is also underway with from ages 7 to 11. Games being played on Thursday evenings.

Cheerleading 6 to 12 years of age, cheering at the flag football games.

Co-ed softball is played on Monday evenings.

EVENTS- Boo Fest was held on October 29, 2011.

UPCOMING DATES: Soccer Registration will begin on Dec. 2011

Recreation Park Improvements Needed:

The concession stand is in need of replacement the current building is a safety hazard.

Ball field lighting wiring and poles are aged. This can develop into a major safety hazard.

Update: Concession Stand replacement meetings are underway with Alan Wise, Mike Holm, Roy Schleicher and Henry Gohlke.

Ball Field Lighting- awaiting estimate on lighting repair/ replacement.

Memorandum

Date: November 4, 2011

**To: Roy Schleicher/County Coordinator
County Commissioners**

From: Beth Letchworth

Subject: Monthly Report for October

Manned Site Tonnage from:	Aucilla Site	45.13
	Bassett Site	18.41
	Fulford Site	13.88
	Lamont Site	24.66
	Lloyd Site	64.62
	Nash Site	26.48
	New Monticello Site	60.05
	Main Office Site	122.68
	Pinckney Hill Site	14.54
	Recreation Park Site	24.96
	Wacissa Site	52.03
	Waste Tires	11.92
	County Commercial	235.80
	City of Monticello	<u>214.25</u>
	Total	929.41

City of Monticello

Rear Load Garbage Truck	16 Loads to Landfill	103.75 tons
Grapple Truck	24 Loads to Landfill	109.24 tons

County

Front Load Garbage Truck	16 Loads to Landfill	197.27 tons
Grapple Trucks	66 Loads to Landfill	262.87 tons
Roll-off Trucks	8 Compactor pulls	85.07 tons
	8 Construction Container pulls	37.10 tons
	19 Collection Site Container pulls	64.96 tons

JEFFERSON COUNTY/CITY OF MONTICELLO
BUILDING INSPECTION AND CONTRACTOR LICENSING
 445 WEST PALMER MILL ROAD (*) MONTICELLO, FLORIDA 32344

Phone: (850) 342-0223
 Fax: (850) 342-0225

MONTHLY REPORT			
October 2011		October 2010	
Building	12	Building	17
Electrical	12	Electrical	18
Plumbing	3	Plumbing	5
Mechanical	5	Mechanical	12
Mobile Homes	0	Mobile Homes	1
Relocate	1	Relocate	1
Demolish	0	Demolish	1
Miscellaneous	1	Miscellaneous	1
City Permit	7	City Permits	8
City Fees	\$478.00	City Fees	\$587.00
County Permits	27	County Permits	48
County Fees	\$3,083.84	County Fees	\$6,344.20
Total		Total	
City/County Permits	34	City/County Permits	56
City/County Fees	\$3,561.84	City/County Fees	\$6,931.20

October 2011		October 2010	
Radon Fee	\$162.25	Radon Fee	\$288.74
Building Permit Fee	\$3,399.59	Building Permit Fee	\$6,387.46
Mobile Home Permit Fee	\$0.00	Mobile Home Permit Fee	\$255.00
Home Inspections Fee	\$0.00	Home Inspections Fee	\$0.00
Contractor Licenses Fee	\$0.00	Contractor Licenses Fee	\$0.00
Business & Home Occup Fee	\$2,300.00	Business & Home Occup Fee	\$2,200.00
Total	\$5,861.84	Total	\$9,131.20

October 2011		October 2010	
New Construction Permits (Residential)	2	New Construction Permits (Residential)	4
Commercial Permits (Non-Residential)	1	Commercial Permits (Non-Residential)	0
Mobile Home Permits	0	Mobile Home Permits	1
Repair & Addition Permits	30	Repair & Addition Permits	48
Miscellaneous Permits (Sheds, Workshop, Signs, Barns, Pools)	1	Miscellaneous Permits (Sheds, Workshop, Signs, Barns, Pools)	3
Total	34	Total	56
Valuation		Valuation	
Valuation Home Permits	\$267,389	Valuation Home Permits	\$596,886
Valuation Commercial Permits	\$4,920	Valuation Commercial Permits	\$0
Valuation Other Permits (Including Additions, Re-roof, & Non-Residential Structures)	\$85,212	Valuation Other Permits (Including Additions, Re-roof, & Non-Residential Structures)	\$123,049

JEFFERSON COUNTY PLANNING

AND ZONING DEPARTMENT

445 WEST PALMER MILL ROAD (*) MONTICELLO, FLORIDA 32344

Phone: (850) 342-0223
Fax: (850) 342-0225

October 2011		October 2010	
Zoning Verification Fee	\$0.00	Zoning Verification Fee	\$0.00
Simple Lot Split Fee	\$200.00	Simple Lot Split Fee	\$0.00
Family Subdivision Fee	\$0.00	Family Subdivision Fee	\$0.00
Minor Development Fee	\$2,000.00	Minor Development Fee	\$1,000.00
Major Development Fee	\$0.00	Major Development Fee	\$0.00
Variance Fee	\$0.00	Variance Fee	\$0.00
Minor Re-plat Fee	\$100.00	Minor Re-plat Fee	\$200.00
Comp Plan Amendment Fee	\$0.00	Comp Plan Amendment Fee	\$0.00
Development Permits Fee (Mobile Homes)	\$0.00	Development Permits Fee (Mobile Homes)	\$285.00
Development Permits Fee (Residential)	\$3,047.36	Development Permits Fee (Residential)	\$2,105.64
Development Permits Fee (Commercial)	\$115.00	Development Permits Fee (Commercial)	\$0.00
Development Permits Fee (Misc: Sheds, Workshop, Signs, Barns, Pools, Septic, Temp RV, Temp Use)	\$200.00	Development Permits Fee (Misc: Sheds, Workshop, Signs, Barns, Pools, Septic, Temp RV, Temp Use)	\$350.00
Total	\$5,662.36	Total	\$3,940.64

October 2011		October 2010	
Simple Lot Splits (No. Lots Created _____)	2	Simple Lot Splits (No. Lots Created _____)	0
Family Subdivisions (No. Lots Created _____)	0	Family Subdivisions (No. Lots Created _____)	0
Minor Development (No. Lots Created _____)	2	Minor Development (No. Lots Created _____)	1
Major Development (No. Lots Created _____)	0	Major Development (No. Lots Created _____)	0
Variance	0	Variance	0
Minor Replats	1	Minor Replats	2
Comp. Plan Amendments	0	Comp. Plan Amendments	0
Development Permits (Mobile Homes)	0	Development Permits (Mobile Homes)	1
Development Permits (Residential)	3	Development Permits (Residential)	4
Development Permits (Commercial)	1	Development Permits (Commercial)	0
Development Permits (Misc: Sheds, Workshop, Signs, Barns, Pools, Septic, Temp RV, Temp Use)	2	Development Permits (Misc: Sheds, Workshop, Signs, Barns, Pools, Septic, Temp RV, Temp Use)	3
Total	11	Total	11

October 2011		October 2010	
Emergency Medical Impact Fee	\$123.72	Emergency Medical Impact Fee	\$247.44
Fire/Rescue Impact Fee	\$96.32	Fire/Rescue Impact Fee	\$192.64
Transportation Impact Fee	\$0.00	Transportation Impact Fee	\$0.00
Law Enforcement Impact Fee	\$0.00	Law Enforcement Impact Fee	\$0.00
911 Address Fee	\$226.00	911 Address Fee	\$400.00
Driveway Permit Fee	\$106.00	Driveway Permit Fee	\$106.00
Total	\$552.04	Total	\$946.08

**JEFFERSON
COUNTY ROAD
DEPARTMENT**

Memo

To: **Jefferson County Board of County Commissioners**

From: **David R. Harvey, Road Superintendent**

Date: **November 7, 2011**

Re: Informational Item – Road Department Summary of Monthly Activities for October 2011

General Roadway and Drainage Maintenance

- A) Limited road surface grading, stabilization and ditch maintenance activities were conducted on 135 County Roads. Work on many roads was conducted up to 2 times during the month.
- B) Right-of-way brushing and trimming on 32 Road. Mowing on 18 roads.
- C) Patching also occurred on 4 roadways.

Driveway Connections

A total of 2 driveways were inspected.

Roadway and Drainage Reconstruction

Dry weather we will start pulling ditches