



# BOARD OF COUNTY COMMISSIONERS

THE KEYSTONE COUNTY-ESTABLISHED 1827

435 W. Walnut St., Monticello, Florida 32344

**Benjamin "Benny"  
Bishop**

District 1

**John Nelson, Sr.**

District 2,  
Chair

**Hines F. Boyd**

District 3

**Betsy Barfield**

District 4,  
Vice-Chair

**Stephen Walker**

District 5

**Regular Session Agenda  
February 7, 2013 at the Courthouse Annex  
435 W. Walnut St. Monticello, FL 32344**

1. **9:00 A.M. – Call to Order, Invocation, Pledge of Allegiance**
2. **Public Announcements, Presentations, & Awards**
  - a) **Library Grant Announcement – Kitty Brooks & Staff**
3. **Consent Agenda**
  - a) **Approval of Agenda**
  - b) **Minutes of the October 18, 2012 Regular Session**
  - c) **Minutes of the November 1, 2012 Regular Session**
  - d) **Minutes of the November 15, 2012 Regular Session**
  - e) **Minutes of the November 26, 2012 Special Session**
  - f) **Minutes of the December 6, 2012 Regular Session**
4. **Citizens Request & Input on Non-Agenda Items (3 Minute Limit, No Commissioner Discussion)**
5. **General Business**
  - a) **Cell Tower Appeal – Bill Tellefsen**
  - b) **Letter of Support for Re-designation of RACEC – Julie Conley**
  - c) **American Hunter Update – Julie Conley**
  - d) **Granny-Flat Tax Request – Bill Brumfield**
  - e) **RESTORE Act Discussion – Commissioner Barfield**
  - f) **Crepe Myrtle Maintenance Discussion – Commissioner Barfield**
  - g) **Tax Abatement Discussion – Commissioner Barfield**
  - h) **Naming Opportunities Guidelines – Commissioner Barfield**
  - i) **Sunday Alcohol Sales Discussion**
  - j) **Redistricting Discussion/Decision**
  - k) **Road Inventory – Phil Calandra**
  - l) **Road Construction Bids – Annual Asphalt, Turn-Key, & Alternative Surface – Parrish Barwick**
6. **County Coordinator's Report**
7. **Citizen's Forum (3 Minute Limit, Commissioner Discussion Allowed)**
8. **Commissioner Discussion Items**
9. **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

**Parrish Barwick**  
County Coordinator

**Bird & Sparkman, P.A.**  
County Attorney

## **ITEM 3: CONSENT AGENDA ITEMS**

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JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR SESSION  
October 18, 2012

The Board met this date in regular session. Present were Chairman Hines Boyd, Commissioners Betsy Barfield, Stephen Fulford, Danny Monroe and John Nelson. Also present were County Coordinator Parrish Barwick, County Attorney Buck Bird and Clerk of Court Kirk Reams.

**ITEM 3: Consent Agenda**

1. Commissioner Barfield asked that the list of roads as amended (with Montivilla added) be included with the minutes of September 20<sup>th</sup>. **On motion by Commissioner Monroe, seconded by Commissioner Nelson and unanimously carried, the agenda was approved. On motion by Commissioner Nelson, seconded by Commissioner Fulford and unanimously carried, the minutes of the September 20<sup>th</sup> regular session were approved. On motion by Commissioner Monroe, seconded by Commissioner Fulford and unanimously carried, the minutes of the September 28<sup>th</sup> Final Budget Hearing were approved.**

**ITEM 5(a): Mine Report**

2. Chairman Boyd stated it was time for the Board to move forward with the purchase of a dragline. Commissioner Nelson stated that he was not ready to move forward due to lack of specifics. Chairman Boyd stated that the Board had spent a sizeable amount of money at the mine and did not need to waste its investment. Commissioner Monroe stated that he would like Mr. Hatch to be present to discuss the dragline, to which Commissioner Barfield agreed. This discussion was tabled to a later meeting.

**ITEM 5(b): Bike/Pedestrian Master Plan**

3. Scott Swearingen with Renaissance presented the preliminary draft Bike/Pedestrian Master Plan. He asked that a more in-depth of the review of the recommended projects be performed by the BOCC at a future workshop. This item was set for a workshop with the City Council invited to participate.

**ITEM 5(c): 2012-2013 Legislative Priorities**

4. Dick Bailer, representing the Legislative Committee, presented a draft list of legislative priorities to the Board.

**ITEM 5(d): Canvassing Board Replacement for Chairman Boyd**

5. It was the consensus of the Board that Commissioner Nelson replace Chairman Boyd on the Canvassing Board due to Chairman Boyd's upcoming opposed election.

**ITEM 5(e): Constitutional Amendment Presentation**

6. Property Appraiser Angela Gray presented an explanation of the potential effects of the proposed Constitutional Amendments on the November ballot.

**ITEM 5(f): FEMA General Road Repairs Engineer Recommendation**

7. County Engineer Alan Wise recommended awarding the contract to low bidder Capital Asphalt, which would allow the County to have a continuing services contract. **On motion by Commissioner Nelson, seconded by Commissioner Fulford and unanimously carried, Mr. Wise's recommendation was approved.**

**ITEM 5(g): FDOT CIGP Project Agreement & Resolution**

8. Clerk of Court Kirk Reams introduced this item, which was the resurfacing and improvements along Old Lloyd Road (CR 158A) from SR-59 to the Leon County line. Commissioner Barfield stated that she would like to see sidewalks incorporated along this path. **On motion by Commissioner Barfield, seconded by Commissioner Monroe and unanimously carried, the Board approved the project agreement. On motion by Commissioner Monroe, seconded by Commissioner Nelson and unanimously carried, the project resolution was approved.**

**ITEM 5(h): Lamont Schoolhouse Historic Renovation Architectural Svcs. Rec.**

9. Clerk of Court Kirk Reams introduced this item and explained that he, Commissioner Monroe and Commissioner-Elect Stephen Walker independently evaluated and ranked the 5 architectural firms with the required historic preservation experience. Commissioner Monroe stated that the people in this community have been asking for this project for 8 years. Citizen Paul Henry stated he was against having taxpayers fund these kinds of projects. Clerk of Court Kirk Reams stated that \$50,000 of this project was grant funded and the county agreed to match with another \$50,000. Chairman Boyd stated he was having trouble with the project without some sort of future funding commitment. Citizen Tom Dunn spoke in favor of the project and getting the building stabilized. Citizen Cetta Barnhart stated that Main Street supported these types of projects and that they stimulated communities. Commissioner Barfield recused herself from voting based on a prior relationship with one of the firms evaluated. **On motion by Commissioner Fulford, seconded by Commissioner Monroe and carried 3 to 1 (Boyd opposed), the decision to hire the committees' recommendation of MLD Architects, Inc. was approved.**

**ITEM 5(i): Small Business Development Consulting Agreement**

10. Dr. Dallas Garrett gave a presentation on his efforts to this point. Citizen Cetta Barnhart and citizen Bobby Floyd spoke in favor of this endeavor. Commissioner Barfield stated that her job was to verify the job that Dr. Garrett was doing and requested more information on the clients that Dr. Garrett has been assisting. Chairman Boyd stated that this was confidential information that required a great deal of staff time. **On motion by Commissioner Fulford, seconded by Commissioner Monroe and unanimously carried, the Board approved the extension of the consulting agreement for an additional six months.**

**ITEM 5(j): Fire Station Recommendation**

11. Engineer Alan Wise stated that there was a prison labor available, but expressed concern over how skilled and consistent it would be to perform a task such as assisting with the construction of a fire station. He recommended beginning negotiations by awarding the low bid to RAM Construction and bringing back the results to a future meeting. Chairman Boyd stated that the county has designed a project too large and unreasonable. **On motion by Commissioner Nelson, seconded by Commissioner Barfield and**

**carried 4 to 1 (Boyd opposed), the Board approved awarding the bid to RAM Construction with the ability to negotiate and bring the results back to a future meeting.** Chief Matthews stated that grants had been pursued but were unsuccessful to date. Clerk of Court Kirk Reams asked if the building would be too large in the future when other areas of the county would need satellite stations. Chief Matthews stated that the building would never be too large to accommodate future needs.

**ITEM 5(k): Personnel Policy Proposed Revisions**

12. Commissioner Monroe introduced the changes he had proposed to reflect his intentions on the County Coordinator's role. **Chairman Boyd relinquished the gavel to Commissioner Nelson and seconded Commissioner Monroe's motion to approve the proposed changes.** Commissioner Monroe stated he was not intending to diminish the work of the County Coordinator, but that the Coordinator should not be able to hire and fire Department Heads. Attorney Bird stated that the Coordinator can make recommendations to the Board as to the hiring and firing of Department Heads, but the decision is ultimately that of the Board. Clerk of Court Kirk Reams recommended workshopping this issue when the new Board sits. County Coordinator Parrish Barwick stated that he felt the Board had more important things to be working on, such as building roads. **Commissioner Monroe withdrew his motion and Chairman Boyd withdrew his second. Commissioner Nelson passed the gavel back to Chairman Boyd.**

**ITEM 6(a): County Coordinator's Report / Department Head Reports**

13. County Coordinator Parrish Barwick presented the Department Head reports to the Board.

**ITEM 6(b): County Coordinator's Report / Road Construction Report**

14. County Coordinator Parrish Barwick reported on the status of Indian Hills and Tyson Road construction. Commissioner Barfield requested that a comparison be performed between county-performed and contractor-performed work. Mr. Barwick stated that the county needed to compare the length of time of the projects as well as the cost and quality. Clerk of Court Kirk Reams stated that the approved FEMA bid could be used to perform the types of work to prepare a road for paving. **On motion by Commissioner Fulford, seconded by Commissioner Monroe and unanimously carried, the decision to negotiate with the low FEMA bidder Capital Asphalt to bring back prices for Jefferson Heights and Barnes Road was approved.**

**ITEM 6(c): County Coordinator's Report / Requested Road Department Overtime**

15. County Coordinator Parrish Barwick presented the Road Department Overtime report as requested by Commissioner Nelson.

**ITEM 8: Commissioner Discussion Items**

16. Commissioner Nelson announced that the Veterans' Parade would be November 10<sup>th</sup>, beginning at 10:30 am.

**ITEM 9: Adjournment**

17. The warrant register was reviewed and bills ordered paid.

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

Attest: \_\_\_\_\_  
Clerk

\_\_\_\_\_  
Chairman

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR SESSION  
November 1, 2012

The Board met this date in regular session. Present were Chairman Hines Boyd, Commissioners Betsy Barfield, Stephen Fulford, Danny Monroe and John Nelson. Also present were County Coordinator Parrish Barwick, County Attorney Buck Bird and Clerk of Court Kirk Reams.

**ITEM 3: Consent Agenda**

1. **On motion by Commissioner Fulford, seconded by Commissioner Monroe and unanimously carried, the consent agenda, consisting of the approval of the agenda and the minutes of the October 2, 2012 Regular Session, was approved.**

**ITEM 5(a): Statement of Understanding with Capital Area Red Cross**

2. County Coordinator Parrish Barwick introduced this item. On motion by Commissioner Barfield, seconded by Commissioner Nelson and unanimously carried the statement of understanding was approved.

**ITEM 5(b), 5(c) and 5(d): Commission Appointments**

3. Commissioner Nelson requested that these appointments be tabled until after the new Board was in place (post-election). These items were tabled to a later meeting.

**ITEM 5(e): Mine Report / Recommendation**

4. Mine Consultant Randy Hatch introduced this item and presented a slideshow on a recommended dragline with a total cost of \$333,350. Commissioner Barfield requested postponement so the new Board could weigh in on the decision. **Commissioner Barfield made a motion to table this item to the next meeting, which died for lack of a second. On motion by Commissioner Monroe, seconded by Commissioner Fulford and carried 4 to 1 (Barfield opposed), the Board instructed Mr. Hatch to look at the proposed dragline and negotiate a price to bring back before the Board.**

**ITEM 5(f): Personnel Policy Recommended Changes**

5. County Coordinator Parrish Barwick asked the Board to decide which day (before or after Christmas) would be the discretionary day. **On motion by Commissioner Fulford, seconded by Commissioner Monroe and unanimously carried, the Board approved the day before Christmas as the discretionary holiday.** County Coordinator Parrish Barwick asked the Board to consider to giving December 31<sup>st</sup> as an extra holiday for New Years. **On motion by Commissioner Monroe, seconded by Commissioner Fulford and unanimously carried, the Board granted an additional holiday on December 31<sup>st</sup>.**
6. Chairman Boyd asked that the personnel policy recommended changes be placed on the agenda and presented his proposed language. Commissioner Barfield stated that the Board should not be in the business of managing personnel. Commissioner Monroe stated that there is a chance that the Coordinator could abuse his authority with the way the policy currently reads. Commissioner Fulford stated that the new language reflected how personnel are currently being handled. **On motion by Commissioner Fulford, seconded**

**by Commissioner Monroe and unanimously carried, the proposed changes were approved.**

**ITEM 6(b): County Coordinator's Report / Boom Mower Bids**

7. County Coordinator Parrish Barwick introduced this item. He explained that another heavy duty cutting machine was needed in addition, but recommended accepting the boom mower from GreenSouth Equipment (low bidder at \$16,000). **On motion by Commissioner Nelson, seconded by Commissioner Fulford and unanimously carried, the Board approved the purchase.**

**ITEM 6(c): County Coordinator's Report / Road Construction Update**

8. County Coordinator Parrish Barwick gave an update on the progress of Tyson and Indian Hills Roads. He stated that the differences in the two roads represented differing theories of Road Building. Commissioner Barfield stated that with the supervision on Indian Hills being done by Coordinator Barwick, she saw no need for the Road Department Superintendent position. **Commissioner Barfield made a motion to eliminate the Road Superintendent position to which Commissioner Fulford seconded for discussion.** Chairman Boyd stated nothing could be done because it was not on the agenda. Attorney Bird stated the item could be placed on the agenda as an emergency with unanimous consent of the Board. Chairman Boyd asked if there was unanimous consent, to which there was none. **Commissioner Fulford withdrew his second. Commissioner Barfield's motion died for lack of a second. Commissioner Fulford made a motion, to which Commissioner Nelson seconded for discussion to return to item 5(f) of the personnel policy recommended changes and use the language adopted to grant the County Coordinator authority to go into the Road Department and make necessary changes after evaluation personnel issues. The motion carried 3 to 2 (Boyd, Monroe opposed).**

**ITEM 8: Commissioner Discussion Items**

9. Commissioner Nelson reminded the Board about the Veterans' program on November 10<sup>th</sup>. He also gave a report on his Town Hall meeting the previous Tuesday.
10. Commissioner Monroe stated that he had enjoyed his service to the County.
11. Commissioner Fulford stated that his serving on the Board for the citizens had been one of the highest honors.
12. Attorney Bird stated that the Road Bond needed to be placed on the next agenda, with a public hearing ordinance to be passed signifying the Board's previous intent.

**ITEM 9: Adjournment**

13. The warrant register was reviewed and bills ordered paid.
14. **On motion by Commissioner Monroe, seconded by Commissioner Fulford and unanimously carried, the meeting was adjourned.**

\_\_\_\_\_  
Chairman

Attest: \_\_\_\_\_

Clerk



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JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR SESSION  
November 15, 2012

The Board met this date in regular session. Present were Chairman Hines Boyd, Commissioners Betsy Barfield, Stephen Fulford, Danny Monroe and John Nelson. Also present were County Coordinator Parrish Barwick, County Attorney Buck Bird and Clerk of Court Kirk Reams.

**ITEM 2: Public Announcements, Presentations & Awards**

1. Chairman Boyd and Clerk of Court Kirk Reams presented outgoing Commissioners Stephen Fulford and Danny Monroe with recognition statues for their service.

**ITEM 3: Consent Agenda**

2. **On motion by Commissioner Nelson, seconded by Commissioner Fulford and unanimously carried, the Consent Agenda, consisting of the approval of the agenda, was approved.**

**ITEM 4: Citizens Request and Input on Non-Agenda Items**

3. Citizen Phil Calandra expressed concern with the direction of the rock mine, specifically the possible drag line purchase. Citizen Ed Vollertsen said the money could be better spent on other county endeavors. Citizen Juanita Crumity expressed displeasure with a flyer she received from Citizen Buddy Westbrook but mailed with the Chairman's postal permit.

**ITEM 5(a): Scheduling Workshop for Committees & Boards**

4. The organizational session was scheduled for November 26<sup>th</sup> at 3pm.

**ITEM 5(b): Maintenance of Subdivision Roads**

5. County Coordinator Parrish Barwick asked for a Commission response on whether subdivision (private) roads can be County maintained. Attorney Scott Shirley stated that the roads in Heritage Hills subdivision were publicly dedicated which did not obligate the county to maintain the shoulders and entrances.

**ITEM 5(c): Septic Tank Inspection Opt-Out Issue/Discussion**

6. Attorney Shirley stated that counties with magnitude 1 springs could adopt the septic tank inspection process outlined by statute or were allowed to opt-out by January 1, 2013. **On motion by Commissioner Monroe, seconded by Commissioner Fulford and unanimously carried, the Board passed Resolution No. 2012-111512-10, opting out of the septic tank inspection process.**

**ITEM 6: PUBLIC HEARING – ORDINANCE NO. 2012-111512-01/GAS TAX REVENUE ROAD BOND SERIES 2012**

7. Chairman Boyd stated that this issue had been railroad through and that his request to not have this on the agenda had been ignored. Citizen Juanita Crumity stated that this issue had been passed previously and asked who did the research for the mail out from Buddy Westbrook. Chairman Boyd responded that he had collaborated with Mr.

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Westbrook. Citizen Phil Calandra stated that he was indirectly mentioned in the mail out and gave a history on the inventory and road improvement process over the past few years and also spoke in favor of the Road Bond. Citizens David Adams resented the mail out to his home without it being properly researched. Citizen Ron Tudor expressed serious concern over maintenance of Paul Thompson Road. Citizen Freddie Hightower, Transportation Director of the Jefferson County School System, spoke in favor of the Road Bond and establishing infrastructure. Citizen Jeff Silver presented a petition to have Paul Thompson Road paved. Citizen Paul Henry stated that the road bond represents a necessary function of government and said it was an example of doing what is best for the citizens. Citizen CP Miller stated that the Road Committee did a yeoman's job and that the Board had voted to approve the Road Bond Paving Program. Citizen Lenora Adams stated that the Chairman owed the members of the Road Committee an apology and stated that someone more competent was needed to run the Road Department. Citizen Eddie Harley stated that the county needed to do a better job of maintaining roads that were not being paved. Citizen Rosa Seabrooks spoke in support of paving roads and said she understood not every road could be paved with the Bond. Citizen Tommy Graham stated his appreciation for the work done on Tyson Road and stated that it needed to be finished with an asphalt surface. Chairman Boyd stated there needed to be a plan to fix all county roads. **On motion by Commissioner Nelson, seconded by Commissioner Fulford and unanimously carried, the Board approved the Bond ordinance. On motion by Commissioner Monroe, seconded by Commissioner Fulford and unanimously carried, the Board approved Resolution No. 2012-111512-02, related to the bond issuance. On motion by Commissioner Nelson, seconded by Commissioner Fulford and unanimously carried, the Board approved Resolution No. 2012-111512-03 related to the bond issuance.**

**ITEM 5(d): Requested Resolution on Long-Term Debt**

8. Chairman Boyd withdrew this item.

**ITEM 7(a): County Coordinator's Report / Road Construction**

9. County Coordinator Parrish Barwick gave an update on the status of Tyson and Indian Hills Roads.

**ITEM 9: Commissioner Discussion Items**

10. Attorney Bird informed the Board that the Court ruled in favor of Jefferson County on the re-districting issue and recommended that the issue make a decision in early 2013 as to whether they would be doing any re-districting.
11. Commissioner Nelson stated his concern regarding citizens' complaints about the Road Department.
12. Commissioner Barfield gave an update on the RESTORE ACT and stated her enjoyment of serving with Commissioners Fulford and Monroe.
13. Clerk of Court Kirk Reams thanked the Board for moving forward with the Road Bond and stated that other counties were interested in learning from our experiences with the road bond and road construction.
14. Commissioner Monroe stated it was a pleasure to have served the County. Commissioner Fulford thanked the voters of District 1 for the honor of allowing him to serve.

**ITEM 10: Installation of Commissioners**

15. Incoming Commissioners Benny Bishop and Stephen Walker were sworn in by County Judge Robert Plaines. Re-elected Commissioner Hines Boyd was also sworn in.

**ITEM 11: Adjournment**

16. The warrant register was reviewed and bills ordered paid.
17. **On motion by Commissioner Fulford, seconded by Commissioner Monroe and unanimously carried, the meeting was adjourned.**

Attest: \_\_\_\_\_  
Clerk

\_\_\_\_\_  
Chairman

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JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS  
SPECIAL SESSION  
November 26, 2012

The Board met this date in special session. Present were Chairman Hines Boyd, Commissioners Betsy Barfield, Benny Bishop, John Nelson and Stephen Walker. Also present were County Coordinator Parrish Barwick, County Attorney Buck Bird and Clerk of Court Kirk Reams.

**ITEM 4: Election of Chair**

1. Commissioner Barfield nominated Commissioner Nelson for Chair. **On motion by Commissioner Barfield, seconded by Commissioner Nelson and unanimously carried, the Board appointed Commissioner John Nelson as Chairman.**

**ITEM 5: Election of Vice-Chair**

2. Commissioner Walker nominated Commissioner Barfield for Vice-Chair. **On motion by Commissioner Boyd, seconded by Commissioner Walker and unanimously carried, the Board appointed Commissioner Betsy Barfield as Vice-Chair.**

**ITEM 6: General Business**

3. **On motion by Commissioner Barfield, seconded by Commissioner Bishop and unanimously carried, the Board accepted the agenda with an additional General Business item related to Committee Appointments replacing original item 6(c), which was a Septic Tank opt-out.**

**ITEM 6(a): Low Income Senior Citizen**

4. **On motion by Commissioner Barfield, seconded by Commissioner Bishop and unanimously carried, the Board elected to take no action on this item and leave the exemption at \$15,000.**

**ITEM 6(b): Road Construction**

5. **Commissioner Boyd made a motion to workshop the Road Construction issue, which died for lack of a second.** County Coordinator Parrish Barwick requested finishing the work on Barnes and Jefferson Heights Roads as a basis of comparison for cost of work by contractors versus cost of work by county. **On motion by Commissioner Boyd, seconded by Commissioner Bishop and unanimously carried, the Board approved the decision to complete Barnes and Jefferson Heights projects and hold a workshop to discuss further action. On motion by Commissioner Barfield, seconded by Commissioner Walker and unanimously carried, the Board approved County Coordinator Barwick obtaining bids on final surfacing for prepared roads.** Commissioner Walker stated his desire to have asphalt put down to protect the work already done.

**ITEM 6(d): Section 8 Housing Oversight Transfer**

6. County Coordinator Parrish Barwick stated that the Federal Housing Group would not allow the county to administer the Housing Program due to past failures and that the functions would be transferred to the Northwest Florida Regional Housing Authority. The consensus of the Board was to have Coordinator Barwick write a letter expressing the desire for Guardian to handle this program rather than NWFRHA.

**ITEM 6(e): Request for Workshop on Solid Waste Services**

7. County Coordinator Parrish Barwick introduced this item. It was the consensus of the Board to direct the Board to contact contractors to give presentations at a future workshop.

**ITEM 6(f): Committee Appointments**

8. Commissioner Barfield expressed her desire to be removed from the ARPC and the Chamber of Commerce Council.

**ITEM 8: Commissioner Discussion Items**

9. Chairman Nelson stated he would be speaking with some experts on draglines, if the Board did not object.

**ITEM 9: Adjournment**

10. The warrant register was reviewed and bills ordered paid.
11. **On motion by Commissioner Boyd, seconded by Commissioner Bishop and unanimously carried, the meeting was adjourned.**

Attest: \_\_\_\_\_  
Clerk

\_\_\_\_\_  
Chairman

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JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR SESSION  
December 6, 2012

The Board met this date in regular session. Present were Chairman John Nelson, Commissioners Betsy Barfield, Benjamin “Benny” Bishop, Hines Boyd and Stephen Walker. Also present were County Coordinator Parrish Barwick, County Attorney Buck Bird and Clerk of Court Kirk Reams.

**ITEM 2: Public Announcements, Presentations & Awards**

1. Landfill Engineer Frank Darabi presented a refund check from the Aucilla Regional Landfill in the amount of \$117,557.61.

**ITEM 3: Consent Agenda**

2. **On motion by Commissioner Barfield, seconded by Commissioner Bishop and unanimously carried, the Consent Agenda, consisting of the approval of the agenda, was approved.**

**ITEM 4: Citizens Request and Input on Non-Agenda Items**

3. Citizen Dan Hamedani stated he appreciated the Board’s effort on Casa Bianca Road and said he would like to see the road “done right the first time.”
4. Citizen Arun Kundra stated he would like to see sidewalks along Gamble Road.

**ITEM 5(a): North Florida Workforce Development Board Inter-Local Agreement**

5. Sheryl Rehberg, with the NFWDB, presented this item. **On motion by Commissioner Boyd, seconded by Commissioner Barfield and unanimously carried, the Board approved the inter-local agreement.**

**ITEM 5(b): FEMA Maps Presentation**

6. Planning Attorney Scott Shirley and Planning Official Bill Tellefsen presented the FEMA maps to the Board. Attorney Shirley stated that any appeals to the flood plain maps would need to be filed with Jefferson County at the Planning Official’s Office. **On motion by Commissioner Barfield, seconded by Commissioner Bishop and unanimously carried, the Board authorized advertising the press release outlining the FEMA proposal and changes.**

**ITEM 5(c): Road Construction Cost Scenarios**

7. Commissioner Boyd presented road scenarios to the Board and stated he wanted to make sure that the county used the bond money efficiently and in a way that benefited the maximum number of Jefferson County citizens. Commissioner Barfield stated that the County Coordinator and the Clerk of Court would be guiding the Board in moving forward with the Road Bond plan.

**ITEM 5(d): Dragline Discussion**

8. Chairman Nelson asked each Commissioner to do their research on this issue in order to make a final decision on the dragline. This decision was tabled to a later meeting

**ITEM 5(e): Sidewalk Project Prioritization**

9. County Engineer Alan Wise explained that the state had made available monies belonging to the county for sidewalk projects. He further stated that there were two projects currently available for funding: along Old Lloyd Road west of Highway 59; and US-19 south from Gulf Coast Lumber to Tractor Supply. Clerk of Court Kirk Reams stated that this money needed to be spent by December 31<sup>st</sup>, 2013. Commissioner Boyd stated that the US-19 project was desirable to address safety concerns. City Manager Steve Wingate expressed his desire for the US-19 project as well. Citizens Mae Cuyler, Pat Pearson and Arun Kundra expressed preference for the Old Lloyd sidewalk project. Clerk of Court Kirk Reams stated that there was a very good chance that the county could get money for the US-19 sidewalk in the near future. Commissioner Barfield expressed a desire to create a sense of place in Lloyd and expressed preference for the Old Lloyd sidewalk project. She also stated that the engineer and the Clerk stated it was wise to spend county money on county projects. Citizen Chuck Sarkisian stated it was unwise to spend money on what the state owns. Citizen C.P. Miller stated that the Lloyd area was a great safety issue as well. **On motion by Commissioner Boyd, seconded by Commissioner Bishop and carried 3 to 2 (Barfield, Walker opposed), the Board approved the prioritization list for sidewalk projects with US-19 at #1 and Old Lloyd Road at #2.**

**ITEM 5(f): Emergency Ambulance Purchase Request**

10. County Coordinator Parrish Barwick presented this item to the Board. **On motion by Commissioner Boyd, seconded by Commissioner Bishop and unanimously carried, the Board approved the emergency purchase request for the re-chassis.**

**ITEM 5(g): Boards and Committees Assignments & Appointments**

11. The Board made appointments to various Boards and placed the County Coordinator's Office in control of maintaining the list.

**ITEM 6(a): County Coordinator's Report / Road Construction**

12. County Coordinator Parrish Barwick gave an update on the status of various road projects and Clerk of Court Kirk Reams gave an update on NRCS projects.

**ITEM 6(b): County Coordinator's Report / Christmas Gift Certificates**

13. **On motion by Commissioner Barfield, seconded by Commissioner Walker and unanimously carried (Bishop abstained), the Board approved the \$25 gift certificates for all county employees, redeemable at various local merchants.**

**ITEM 8: Commissioner Discussion Items**

14. Commissioner Barfield stated she would like to move forward on some parameters for tax abatement. Clerk of Court Kirk Reams recommended holding a future workshop on this issue.
15. Commissioner Barfield stated that the naming policy needed to be developed as well as guidelines for distributing funds to local entities.

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16. Commissioner Boyd gave an update on his trip to the NFCC Board Meeting and asked for ideas on approaching NFCC in regards to leaving the equipment and programs in place at Green Industries.
17. Chairman Nelson stated he would be taking a group for fact-finding in regards to the dragline.

**ITEM 11: Adjournment**

18. The warrant register was reviewed and bills ordered paid.
19. **On motion by Commissioner Bishop, seconded by Commissioner Walker and unanimously carried, the meeting was adjourned.**

Attest: \_\_\_\_\_  
Clerk

\_\_\_\_\_  
Chairman



**ITEM 5(a): CELL TOWER APPEAL**



# PLANNING DEPARTMENT JEFFERSON COUNTY

445 W. PALMER MILL RD, MONTICELLO, FLORIDA 32345  
Phone (850) 342-0223 - Fax: (850) 342-0225

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## MEMORANDUM

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**TO:** CHAIRMAN JOHN NELSON; BOARD OF COUNTY COMMISSIONERS  
**FROM:** BILL TELLEPSEN, PLANNING OFFICIAL  
**SUBJECT:** APPEAL OF PLANNING COMMISSION APPROVAL OF CELL TOWER  
**DATE:** 2/1/2013  
**CC:** PARRISH BARWICK; KIRK REAMS; SCOTT SHIRLEY; DAVID THERIAQUE

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Mr. Fred Williams has submitted a letter requesting a rescheduling of the appeal of the Planning Commission approval of the Beacon Towers request to construct a cell tower on Stephen Monroe's property in Waukeenah that had been scheduled (and advertised) for the morning meeting on February 7, 2013.

The agenda package for the appeal should include a transcript of the Public Hearing for the cell tower application during the December Planning Commission meeting; however, that transcript is not currently available for inclusion today. It will become available before the required date of agenda package submittal for the February 21<sup>st</sup> meeting. The applicant's attorney, David Theriaque, has informed us that the applicant is agreeable to the postponement of the appeal.

Planning Attorney Scott Shirley recommends the Chairman continue the appeal proceedings until a time certain during the February 21<sup>st</sup> BOCC meeting. Although an appeal is not actually a public hearing, we recommend the time certain be listed as:

7:00 PM, or as soon thereafter as such matter may be heard.

John Nelson, Chairman  
Jefferson County Commission  
Jefferson County Court House  
Monticello, Florida 32344

Date: January 22, 2013

**Re: Beacon Cell Towers in Waukeenah Florida**

Dear Chairman Nelson:

The purpose of this letter is to request a time change for the appeals meeting that was originally set up for January 17, 2013, but was cancelled due to **Beacon Cell Tower** representatives unable to meet on that date. **The appeals date was then changed to February 7, 2013 at 9:30 a.m. to accommodate Beacon Cell Towers.** I would hope that I could get the same accommodation as I am out-of-town that week. Since I am the person requesting the appeal and paying the \$100 appeals fee, I respectfully request that the appeals meeting be changed to a day in the following week of February 11 – 15, 2013 or on the next date that the County Commission meets. Also if possible, to **maximize citizen participation**, we really need an evening meeting, not a morning meeting. Most people who are affected by this appeal are “working folks” and cannot attend a morning meeting as scheduled. Evenings around 6:00 p.m. to 7:00 p.m. will allow working people to be there. I hope that this change can be made. Please contact me at (850) 997-1573.

Sincerely,



Frederick A. Williams

725 Rainbow's End Rd  
Monticello, Fl. 32344  
Email: euro@nettally.com

CC:

**Stephen Walker, Commissioner**

**Parrish Barwick, Jefferson County Coordinator**

**Bill Tellefsen, Planning Official**

**ITEM 5(h): NAMING OPPORTUNITIES  
GUIDELINES**

**DRAFT**  
**Naming Opportunities**

**Public Property Naming Policy**

As outlined in this policy, facilities and properties may be named for individuals or for organizations responsible for a ‘substantial charitable donations/services benefiting Jefferson County’. The term ‘substantial gift’ in this context is deliberately not defined by arbitrary standards or by a specific dollar amount. Its interpretation is meant to be flexible so that each situation may be judged on its own merits and may take into account significant contributions of personal services as well as monetary or in-kind gifts. It is expected that each naming opportunity will recognize the donor according to the level of gift and size of facility.

**1. Purpose:**

The “Public Property Naming Policy” will be created for the purpose of developing standards and processes for attaching names to public parks, facilities and property owned by the County of Jefferson, FL.

The naming of public properties should be approached with caution, patience and deliberation. A process must be developed and followed.

Naming opportunities are tied to service or charitable donations.

Naming a park/facility/property after a person is a bit more difficult to identify the effort when it is tied to service. Noble traits for service include, but not limited to: unselfishness, not part of a job, a founding member. It can be the ‘brainchild’ of the project, out of the ordinary service (create a park and do not have children). Consider 30+ years of unselfish service to the cause.

If not tied to service, giving opportunities should be tied to monetary giving of 1/2 of the total cost of the project. It is desirable for the County to name facilities and properties in honor of significant contribution of funds to the County.

Facilities and properties may be named for individuals or for organizations responsible for a substantial gift of 1/2 or more of the total cost of the facility and may take into account significant contributions of personal services as well as monetary or in-kind gifts.

The naming of County property and facilities should promote ready identification and/or geographic association to the public.

It should honor a person, corporation or organization who has achieved unique distinction.

Naming opportunities can be a combination of both personal services, monetary contributions and in-kind contributions.

## **2. Public Property Naming Commission:**

The Public Property Naming Committee (PPNC) will become a permanent committee consisting of 6 persons, one each to be nominated by each member of the Commission. One member will be the county coordinator. All members of the committee shall be nominated as stated above and shall be confirmed by a majority vote of the members of the Board of County Commissioners.

The terms of the Public Property naming Committee will be three years terms and will stagger.

The Public Property Naming Committee will meet two times a year. A special-called meeting of the PPNC can be called by the Committee Chair or by 3 members of the committee with at least seven (7) days notice. All meetings of the PPNC will be open to the public and will require at least seven (7) day public notice.

The number of public properties re-named each year will be limited to three (3) or less. The committee can increase or decrease the number of properties to be re-named by a majority vote of the Board of County Commissioners.

The PPNC accepts the application and considers the naming/renaming request. The request is approved by the PPNC. A waiting period begins when the PNCC receives the application. The waiting period shall be no less than six (6) months and/or up to twelve (12) months, the application and supporting documentation is then sent to the Board of County Commission for consideration.

## **3. Scope:**

To put together a process with criteria that is fair and equitable by which public property and facilities are named.

## **4. Criteria Recommendations:**

In naming public property, consideration shall be primarily given to the following criteria:

1. Neighborhood, geographic or common usage identification
2. A natural or geological feature
3. Significant historical events or cultural attributes
4. A historical figure
5. An individual who has made a significant land, building or monetary contribution to the County for the building or property being named.

6. To recognize an organization, which may include a business, that has made exceptional contributions to the County in the form of financial support, service, volunteers, or that represents enduring historical significance.
7. An individual who has contributed outstanding civic service to the County, having but not limited to, the following attributes:
  - a. Superior levels of performance on their chosen field
  - b. Effective citizenship
  - c. Outstanding community service by being widely recognized as having national, state or local community significance for community or public service.
  - d. Excellent character and general reputation
  - e. High standards and ethics.

**5. Public Property and Facilities Naming**

The interior features of a County owned building may be named separately from the main building subject to the criteria and procedures set forth in this policy.

**6. Naming of Parks Procedures:**

Suggestions for names for parks or park facilities may be accepted from organizations, neighborhood residents, individuals and the media. All suggestions, solicited or not, shall be acknowledged for consideration by the PPNC.

The PPNC shall host a public hearing to provide an opportunity for public comments on naming recommendations.

The PPNC will review names and make recommendations for the PPNC to present to the Commission.

Current Event: The department shall wait at least one year between receipt of a name proposal related to a current event before final recommendation of that naming opportunity.

Facilities shall be identified by the established name, and signs shall be maintained as a source of identity and civic pride.

**7. Public Property Naming Application.**

The application must be supported by official documentation including but not limited to:

**8. Naming for an individual:**

- 1) Complete ‘naming opportunity’ application.
- 2) List of volunteer/service activities, including dates of involvement and offices held.
- 3) List of professional accomplishments.

- 4) List of honors/awards, both volunteer and professional, including dates awarded.
- 5) Narrative as to why the individual should be honored with the naming of the property/facility
- 6) Information regarding any significant donations, gifts, financial support or contributions made by the individual to the County.

**9. Naming for an organization:**

- 1) Complete 'naming opportunity' application.
- 2) A copy of the Charter of the organization, including mission statement.
- 3) A copy of the Minutes of the meeting or authentic copy of the proclamation made that substantiates the organization's desire to seek a facility naming opportunity.
- 4) List of service to the community, both volunteer and monetary, including dates of involvement and results.
- 5) Authentic copies of recognitions awarded by national organization of which the local organization is an affiliate.
- 6) List of other honors/awards earned by the organization.
- 7) Narrative as to why the organization should be honored with the naming of a facility.
- 8) Information regarding any significant donations, gifts, financial support or contributions made by the organization.

The burden of supporting the Naming Application rests with the individual or group submitting the application.

1. Fulfill all criteria requirements
2. Send completed application to Public Property Naming Committee.
3. PPNC considers and if approved sends recommendation (after the waiting period) to the Board of County Commissioners.
4. The matter shall be placed on the BOCC agenda for two readings.
5. Once approved notice sent to appropriate persons/agencies.

**ISSUES FOR THE BOCC TO RECONCILE:**

1. Naming of property bestowed only on deceased person(s)?
2. Insert a provision that that the County may change names after a certain period of time – i.e. 50 or 100 years???



**ITEM 5(1): ROAD CONSTRUCTION BIDS**



**PREBLE-RISH INC**  
CONSULTING ENGINEERS & SURVEYORS

**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

February 1, 2013

**Via e-mail @ [pbarwick@jeffersoncountyfl.gov](mailto:pbarwick@jeffersoncountyfl.gov) and via Hand Delivery**

Mr. Parrish Barwick  
County Coordinator  
Jefferson County  
450 West Walnut Street  
Monticello, Florida 32344

**RE: General Asphalt Paving  
Preble-Rish, Inc. Project No. 751.022**

Dear Mr. Barwick:

As you know we received bids for the referenced project at 10:00 a.m. EST on January 14, 2013, and four (4) contractors submitted bids. Copies of all the bids have been provided under separate cover. The detailed bid results are attached and labeled as **Exhibit A**.

After thorough review of all bids, Peavy and Son Construction Company, Inc. was the lowest qualified, responsive bidder. Therefore, we **recommend awarding the contract to Peavy and Son Construction Company, Inc. in the amount of \$88.00 / ton.**

If you have any questions, please give me a call at 850.528.0300 or e-mail me at [wisea@preble-rish.com](mailto:wisea@preble-rish.com).

Sincerely,

**PREBLE-RISH, INC.**

Alan Wise, P.E.  
Sr. Project Manager

S:\751.022 General Asphalt Paving\correspondence\Barwick 2013.1.23 Bid Results.doc



JEFFERSON COUNTY  
 BIDDER TABULATION SHEET



**BID TITLE:** General Asphalt Paving

**OPENING DATE AND TIME:** Monday, January 14, 2013 @ 10:00 A.M.

ITEM/VENDOR	Capital Asphalt	CW Roberts	Peavy & Son	Scruggs	Littlefield
Cover Page	x	x	x	x	x
Narrative	x	x	x	x	x
References	x	x	x	x	x
Pending/Past Litigation	x	x	x	x	
Response Form	x	x	x	x	x
Non-Collusion	x	x	x	x	x
Ethics Clause	x	x	x	x	x
Conflict of Interest	x	x	x	x	x
Drug Free Workplace	x	x	x	x	x
Local Preference					
Pricing Information	x	x	x	x	
SP-9.5 Asphalt	96.86	138.00	88.00	115.00	non-responsive
Asphalt Tack Coat	5.00	8.00	3.00	4.00	non-responsive
Addendum #1	x	x	x	x	

**BID OPENED BY:**

**BID SHEET COMPLETED BY:**

Kirk Reams

Alan Wise



**PREBLE-RISH INC**  
CONSULTING ENGINEERS & SURVEYORS

**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

February 1, 2013

**Via e-mail @ [pbarwick@jeffersoncountyfl.gov](mailto:pbarwick@jeffersoncountyfl.gov) and via Hand Delivery**

Mr. Parrish Barwick  
County Coordinator  
Jefferson County  
450 West Walnut Street  
Monticello, Florida 32344

**RE: Road Construction  
Preble-Rish, Inc. Project No. 751.022**

Dear Mr. Barwick:

As you know we received bids for the referenced project at 10:00 a.m. EST on January 14, 2013, and seven (7) contractors submitted bids. Copies of all the bids have been provided under separate cover. The detailed bid results are attached and labeled as **Exhibit A**.

Attached is a Detailed Bid Tabulation for your use. **Peavy and Sons Construction Company, Inc.** was the lowest qualified responsive bidder for Clark, Blue Lake, West Lake, Oteinger, New Monticello, Curtis Mill, Wild Turkey/Quail, and Jefferson. **Eubanks Excavating & Recycling**, with Local Preference applied, was the lowest qualified responsive bidder on Fanlew/Natural Bridge and Limestone.

Based on our discussions and the costs presented in these Bids, the County may consider awarding all of these projects to Bidder(s), some of the projects, or none of them. I am available to discuss this with you in detail at your convenience.

If you have any questions, please give me a call at 850.528.0300 or e-mail me at [wisea@preble-rish.com](mailto:wisea@preble-rish.com).

Sincerely,

**PREBLE-RISH, INC.**

Alan Wise, P.E.  
Sr. Project Manager

S:\751.022 Road Construction\correspondence\Barwick 2013.1.23 Bid Results.doc



JEFFERSON COUNTY  
BIDDER TABULATION SHEET



**BID TITLE:** Road Construction

**OPENING DATE AND TIME:** Monday, January 14, 2013 @ 10:00 A.M.

ITEM/VENDOR	Anderson Columbia	Capital Asphalt	CW Roberts	Duggar	Eubanks	Peavy & Son	Scruggs	Littlefield	
Cover Page	X	X	X	X	X	X	X	N/A	
Narrative	X	X	X	X	X	X	X	N/A	
References	X	X	X	X	X	X	X	N/A	
Staffing	X	X	X	X	X	X	X	N/A	
Pending/Past Litigation	X	X	X	X	X	X	X	N/A	
Response Form	X	X	X	X	X	X	X	N/A	
Non-Collusion	X	X	X	X	X	X	X	N/A	
Ethics Clause	X	X	X	X	X	X	X	N/A	
Conflict of Interest	X	X	X	X	X	X	X	N/A	
Drug Free Workplace	X	X	X	X	X	X	X	N/A	
Local Preference	**	**	**	**	X	**	**	N/A	
Pricing Information	X	X	X	X	X	X	X	N/A	
Clark	\$471,000.00	\$381,954.74	\$434,000.00	\$452,086.00	\$369,139.00	<b>\$350,682.05</b>	<b>\$313,443.00</b>	\$319,234.45	N/A
Blue Lake	\$680,000.00	\$514,126.79	\$627,000.00	\$673,399.00	\$498,527.00	<b>\$473,600.65</b>	<b>\$414,971.00</b>	\$461,116.42	N/A
West Lake	\$760,000.00	\$615,371.53	\$699,000.00	\$775,272.00	\$556,049.34	<b>\$528,246.87</b>	<b>\$495,937.00</b>	\$514,322.16	N/A
Oetinger	\$288,000.00	\$233,416.79	\$265,000.00	\$308,104.00	\$226,723.00	<b>\$215,386.85</b>	<b>\$191,513.00</b>	\$201,382.54	N/A
New Monticello	\$338,000.00	\$275,856.20	\$313,000.00	\$328,215.00	\$256,238.00	<b>\$243,426.10</b>	<b>\$161,777.00</b>	\$237,997.55	N/A
Curtis Mill	\$365,000.00	\$297,075.91	\$338,000.00	\$352,848.00	\$275,948.00	<b>\$262,150.60</b>	<b>\$242,822.00</b>	N/A	N/A
Wild Turkey/Quail Lane	\$573,000.00	\$509,272.99	\$579,000.00	\$600,481.00	\$463,054.76	<b>\$439,902.02</b>	<b>\$415,836.00</b>	N/A	N/A
Jefferson	\$265,000.00	\$211,745.95	\$265,000.00	\$264,576.00	\$211,300.00	<b>\$200,735.00</b>	<b>\$195,485.00</b>	N/A	N/A
Limestone	\$492,000.00	\$408,877.04	\$506,000.00	\$480,548.00	\$379,891.00	<b>\$360,896.45</b>	\$379,484.00	N/A	N/A
Fanlew/Natural Bridge	\$540,000.00	\$448,770.08	\$555,000.00	\$525,279.00	\$410,000.00	<b>\$389,500.00</b>	\$400,815.00	N/A	N/A
Addendum #1	x	x	x	x	x	x	x	x	

**BID OPENED BY:**

**BID SHEET COMPLETED BY:**

Kirk Reams

Alan Wise

Legend:

\* Bidder supplied Form, But Does Not Apply

Shaded Areas indicate applied Local Preference

**BOLD Text and Outline indicate Low Bid**