



# BOARD OF COUNTY COMMISSIONERS

THE KEYSTONE COUNTY-ESTABLISHED 1827

435 W. Walnut St., Monticello, Florida 32344

**Benjamin "Benny"  
Bishop**

District 1, Vice-Chair

**John Nelson, Sr.**

District 2

**Hines F. Boyd**

District 3

**Betsy Barfield**

District 4, Chair

**Stephen Walker**

District 5

**Regular Session Agenda  
January 7, 2014 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**
- 3. Consent Agenda**
  - a) Approval of Agenda**
  - b) CRTPA Interlocal Agreement**
  - c) Resolution of Support for Commissioner Desloge**
- 4. Citizens Request & Input on Non-Agenda Items (3 Minute Limit)**
- 5. General Business**
  - a) Budget Amendment Request RE: Legal Fees – Property Appraiser Angela Gray**
  - b) Wacissa River Park Committee Members – Commissioner Walker**
- 6. County Coordinator**
- 7. Commissioner Discussion Items**
- 8. 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

**T. Buckingham Bird**  
County Attorney

## **ITEM 3: CONSENT AGENDA MATERIALS**

# Approval of Capital Region Transportation Planning Agency (CRTPA) Interlocal Agreement

## **STATEMENT OF ISSUE**

This item seeks Board approval of an Interlocal Agreement (Attachment #1) required to be executed between the thirteen entities of the Capital Region Transportation Planning Agency (CRTPA). The entities are the Florida Department of Transportation; the Counties of Gadsden, Jefferson, Leon and Wakulla; the Cities of Chattahoochee, Gretna, Midway, Quincy, Tallahassee; the Towns of Greensboro and Havana; and the Leon County School Board.

## **RECOMMENDED ACTION**

Option 1: Approve the Capital Region Transportation Planning Agency (CRTPA) Interlocal Agreement and authorize the Chairman to execute the Agreement.

## **FISCAL IMPACT**

As with the current CRTPA Interlocal Agreement, upon execution of a new Interlocal Agreement with all the membership within the planning boundaries, cost of operations of CRTPA that is not eligible for reimbursement from state and federal grants and local grant matching funds will be shared by the membership based on the weighted voting apportionment. The CRTPA staff works very diligently to keep the total of non-eligible CRTPA expenses and matching funds below \$20,000 annually.

## **Background:**

There are several legal documents that must be updated as a result of the Governor's approval of the Capital Region Transportation Planning Agency (CRTPA) Apportionment Plan in March 2011. The most important document is the Interlocal Agreement, which will implement the Apportionment Plan. The Interlocal Agreement establishes the CRTPA as an organization with recitals, purpose, organization and creation, composition, membership, terms of office, authorities, responsibilities, powers, duties, administration, funding, inventory reporting, record-keeping, and miscellaneous provisions.

## **Analysis:**

The approval of the Apportionment by the Governor in March 2011 set forth the basis for development of the legal documents to establish the Capital Region Transportation Planning

Agency (CRTPA). The most important of these documents is the Interlocal Agreement. The typical Interlocal Agreement is a boiler-plate document that varies very little across the state in the sense that all of the legal statutes at the Federal level, and state level are recited, the purpose, organization, creation, composition, membership, terms of office, authorities, responsibilities, powers, duties, administration, funding, inventory reporting, record-keeping, and miscellaneous provisions are all included as well.

Based on the fact that the CRTPA has recently been established as an independent body with its own administrative structure, and unique apportionment process with members from Gadsden, Jefferson, Leon, and Wakulla Counties, the Cities of Chattahoochee, Gretna, Midway, Quincy, Tallahassee, the Towns of Havana and Greensboro and the Leon County School Board, the CRTPA Attorney and the Executive Director included additional language to the Interlocal Agreement that is specific to the organization, such as the weighted voting of the membership, a description of the administration, and provisions for funding. After the development by the CRTPA Attorney and the Executive Director, the Interlocal Agreement was forwarded to the Florida Department of Transportation (FDOT) for review of the additional language, compliance with the 2010 Census and MAP-21 (the most recently adopted federal transportation legislation). FDOT found the Interlocal Agreement to meet the needs that they have for the establishment of the CRTPA.

By way of explanation, the standard FDOT form Agreement contains those fundamental provisions that FDOT believes should be in every interlocal agreement, and provides blanks that must be filled in for the particular metropolitan planning organization. The proposed Interlocal Agreement reflects how the CRTPA Attorney and the Executive Director “filled in the blanks,” as well as the additional terms developed to implement the apportionment plan to describe the administration of the CRTPA, and to provide for funding.

**Options:**

- Option 1: Approve the Capital Region Transportation Planning Agency (CRTPA) Interlocal Agreement and authorize the Chairman to execute the Agreement.
- Option 2: Do not approve the Capital Region Transportation Planning Agency (CRTPA) Interlocal Agreement or authorize the Chairman to execute the Agreement.
- Option 3: Board Direction

**Attachment:**

1. Capital Region Transportation Planning Agency Interlocal Agreement.

**AMENDED INTERLOCAL AGREEMENT CONCERNING THE FORMATION AND  
OPERATION OF THE  
CAPITAL REGION TRANSPORTATION PLANNING AGENCY**

THIS AMENDED INTERLOCAL AGREEMENT is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2013, by and between the STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION (hereinafter DEPARTMENT); the COUNTIES OF GADSDEN, JEFFERSON, LEON and WAKULLA; the CITIES OF CHATTAHOOCHEE, GRETNA, MIDWAY, QUINCY, TALLAHASSEE; the TOWNS OF GREENSBORO and HAVANA; and the LEON COUNTY SCHOOL BOARD.

**RECITALS**

**WHEREAS**, the Federal Government, under the authority of 23 U.S.C. and 49 U.S.C. requires each metropolitan area, as a condition to the receipt of federal capital or operating assistance, to have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the metropolitan area; and further requires the State Transportation Agency and the Metropolitan Planning Organization (MPO) to enter into an Agreement clearly identifying the responsibilities of each party for cooperatively carrying out such transportation planning; and

**WHEREAS**, the parties to this Interlocal Agreement desire to participate cooperatively in the performance, on a continuing basis, of a coordinated, comprehensive transportation planning process to assure that highway facilities, mass transit, rail systems, air transportation and other facilities will be properly located and developed in relation to the overall plan of community development; and

**WHEREAS**, 23 United States Code 134, as amended by the Intermodal Surface Transportation Efficiency Act of 1991, the Transportation Equity Act for the Twenty-first Century (Public Law 105-178, 112 Stat. 107), and the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (Public Law 112-141), 49 United States Code 5303-5307, 23 Code of Federal Regulations 450.306, and Section 339.175, Florida Statutes, provide for the creation of Metropolitan Planning Organizations to develop transportation plans and programs for metropolitan areas;

**WHEREAS**, pursuant to 23 U.S.C., 49 U.S.C., 23 CFR 450 and Section 339.175, Florida Statutes, a determination has been made by the Governor and units of general purpose local government representing at least 75% of the affected population (including the central city or cities) in the metropolitan area to designate a Metropolitan Planning Organization; and

**WHEREAS**, pursuant to Section 339.175(4), Florida Statutes, the Governor shall, with the agreement of the affected units of general-purpose local government as required by federal rules and regulations, apportion the membership on the applicable MPO among the various governmental entities within the area; and

**WHEREAS**, pursuant to 23 CFR 450 and Section 339.175(2)(b), Florida Statutes, an Interlocal agreement must be entered into by the Department and the governmental entities designated by the Governor for membership on the MPO. The signatories to the Interlocal agreement shall be the Department and the governmental entities designated by the Governor for membership on the MPO; and

**WHEREAS**, on June 21, 2004, the Board of the Tallahassee-Leon County Metropolitan Planning Organization approved a resolution changing the name of the MPO to the Capital Region Transportation Planning Agency (the CRTPA), without any change to its legal organization; and

**WHEREAS**, on January 12, 2009, the CRTPA Board approved a reapportionment plan in accordance with the revised Planning Area Boundary to include all of Gadsden, Jefferson, Leon and Wakulla Counties, which reapportionment plan was subsequently submitted to the Governor for approval; and

**WHEREAS**, pursuant to Section 339.175(4), Florida Statutes, in a letter dated March 17, 2011, the Governor has agreed to the apportionment plan; and

**WHEREAS**, the Interlocal agreement is required to create the CRTPA and delineate the provisions for operation of the CRTPA as the MPO for this region; and

**WHEREAS**, the undersigned parties have determined that this Interlocal Agreement satisfies the requirements of and is consistent with Section 339.175, Florida Statutes;

**WHEREAS**, pursuant to Section 339.175(2)(b), Florida Statutes, the Interlocal agreement must be consistent with statutory requirements set forth in Section 163.01, Florida Statutes, relating to Interlocal agreements; and

**WHEREAS**, the undersigned parties have determined that this Interlocal Agreement is consistent with the requirements of Section 163.01, Florida Statutes.

**NOW, THEREFORE**, in consideration of the mutual covenants, promises, and representation herein, the parties desiring to be legally bound, do agree as follows:

## **ARTICLE 1 RECITALS; DEFINITIONS**

Section 1.01. Recitals. Each and all of the foregoing recitals are hereby incorporated herein and acknowledged to be true and correct to the best of the parties' knowledge. Failure of any of the foregoing recitals to be true and correct shall not operate to invalidate this Agreement.

Section 1.02. Definitions. The following words when used in this Agreement (unless the context shall clearly indicate the contrary) shall have the following meanings:

Agreement means and refers to this instrument, as amended from time to time.

BOARD shall mean the governing board of the CAPITAL REGION TRANSPORTATION PLANNING AGENCY (CRTPA).

Congestion Management System as defined by the Federal Highway Administration means a systematic process for managing congestion that provides information on transportation system performance and on alternative strategies for alleviating congestion and enhancing the mobility of persons and goods to levels that meet state and local needs.

CRTPA means the Capital Region Transportation Planning Agency, which is the MPO formed pursuant to this Agreement

DEPARTMENT shall mean and refer to the FLORIDA DEPARTMENT OF TRANSPORTATION, an agency of the State of Florida created pursuant to Section 20.23, Florida Statutes.

FHWA means and refers to the Federal Highway Administration.

FTA means and refers to the Federal Transit Administration.

Functional Classification means the assignment of roads into systems according to the character of service they provide in relation to the total road network using procedures developed by the Federal Highway Administration.

Long-Range Transportation Plan is the 20-year plan which: identifies transportation facilities; includes a financial plan that demonstrates how the plan can be implemented and assesses capital improvements necessary to preserve the existing metropolitan transportation system and make efficient use of existing transportation facilities, indicates proposed transportation enhancement activities; and in ozone/carbon monoxide nonattainment areas is coordinated with the State Implementation Plan, all as required by 23 U.S.C. 134(c) ,23 CFR 450, and Section 339.175(7), Florida Statutes.

Metropolitan Area means and refers to the planning area as delineated by the MPO for the urbanized area containing at least a population as described in 23 U.S.C., 49 U.S.C., and Section 339.175, Florida Statutes, which shall be subject to the Metropolitan Planning Organization's planning authority.

MPO means Metropolitan Planning Organization and refers to the CRTPA which is the MPO formed pursuant to this Agreement.

Transportation Improvement Program (TIP) is the is the staged multi-year program of transportation improvement projects developed by a Metropolitan Planning Organization consistent with the Long-Range Transportation Plan and developed pursuant to title 23 U.S.C., 49 U.S.C, 23 CFR 450 and Section 339.175, Florida Statutes.

Unified Planning Work Program (UPWP) is the annual program developed in cooperation with the Department and public transportation providers, that lists all planning tasks to be undertaken during a program year, together with a complete description of each planning task and an estimated budget therefore and must comply with applicable state and federal law, all as required by 23 CFR 450 and Section 339.175(9), Florida Statutes.

## **ARTICLE 2 PURPOSE**

Section 2.01. General Purpose. The purpose of this Agreement is to establish the Capital Region Transportation Planning Agency:

(a) To assist in the safe and efficient management, operation, and development of surface transportation systems embracing various modes of transportation in a manner that will maximize the mobility of people and freight within and through this metropolitan area of this state, foster economic growth and development within and through urbanized areas of this state and minimize, to the maximum extent feasible for transportation-related fuel consumption, air pollution, and greenhouse gas emissions through metropolitan transportation planning processes;

(b) To develop transportation plans and programs, in cooperation with the state and public transit operators, which plans and programs provide for the development and integrated management and operation of transportation systems and facilities, including pedestrian walkways and bicycle transportation facilities that will function as multi-modal and an intermodal transportation system for the metropolitan area, based upon the prevailing principles provided in section 334.046(1), Florida Statutes;

(c) To implement and ensure a continuing, cooperative, and comprehensive transportation planning process that considers all modes of transportation based on the complexity of the transportation problems to be addresses and results in coordinated plans and programs consistent with the comprehensively planned development of this affected metropolitan area in cooperation with the Department;

(d) To ensure that the process is integrated with the statewide planning process, the MPO shall develop plans and programs that identify transportation facilities that should function as an integrated metropolitan transportation system, giving emphasis to facilities that serve important national, state and regional transportation functions;

(e) To assure eligibility for the receipt of Federal capital and operating assistance pursuant to 23 U.S.C. and 49 U.S.C.; and

(f) To carry out the metropolitan transportation planning process, in cooperation with the Department, as required by 23 U.S.C. and 49 U.S.C.; 23 CFR 420 and 450, and 49 CFR Part 613; and consistent with Chapter 339, Florida Statutes, and other applicable state and local laws.

Section 2.02. Major MPO Responsibilities. The MPO is intended to be a forum for cooperative decision making by officials of the governmental entities which are party to this Agreement in the development of transportation-related plans and programs, including but not limited to:

- (a) The Long-range Transportation Plan;
- (b) The Transportation Improvement Program;
- (c) The Unified Planning Work Program;
- (d) A congestion management system for the metropolitan area and cooperate with the Department in the development of all other transportation management systems as required by state or federal law;
- (e) Assisting the Department in mapping transportation planning boundaries required by state or federal law;
- (f) Assisting the Department in performing its duties relating to access management, functional classification of roads, and data collection; and
- (g) Execute all agreements or certifications necessary to comply with applicable state or federal law;
- (h) Represent all the jurisdictional areas within the metropolitan area in the formulation of transportation plans and programs required by this section; and
- (i) Performing such other tasks presently or hereafter required by state or federal law.



Section 2.03. MPO decisions coordinated with the DEPARTMENT and consistent with comprehensive plans. Chapter 334, Florida Statutes, grants the broad authority for the Department's role in transportation. Section 334.044, Florida Statutes, shows the legislative intent that the Department shall be responsible for coordinating the planning of a safe, viable and balanced state transportation system serving all regions of the State and to assure the compatibility of all components, including multimodal facilities. Section 339.155, Florida Statutes, requires the Department to develop and update at least once every 5 years, or more often as necessary, to reflect substantive changes to federal or state law, a statewide transportation plan, which established and defines the state's long-range transportation goals and objectives to be accomplished over a period of at least 20 years within the context of the State Comprehensive Plan, and considers, to the maximum extent feasible, strategic regional policy plans, MPO plans, and approved local government comprehensive plans. Section 339.175, Florida Statutes, specifies the authority and responsibility of the MPO and the Department in the management of a continuing, cooperative, and comprehensive transportation planning process for the metropolitan area.

In fulfillment of this purpose and in the exercise of the various powers granted by Chapters 334 and 339, Florida Statutes, the parties to this Agreement acknowledge that decisions made by the MPO will be coordinated with the Department. The parties to this Agreement acknowledge that actions taken pursuant to this Agreement will be consistent with local government comprehensive plans.

### **ARTICLE 3 MPO ORGANIZATION AND CREATION**

Section 3.01. Establishment of MPO. The MPO for the metropolitan area as described in the membership apportionment plan approved by the Governor is hereby created and established pursuant to the Agreement to carry out the purposes and functions set forth in Articles 2 and 5. The legal name of this Metropolitan Planning Organization shall be the Capital Region Transportation Planning Agency (CRTPA).

Section 3.02. Effect on Prior Interlocal Agreement. This Agreement supercedes and replaces the November 15, 2004, Interlocal Agreement between the FLORIDA DEPARTMENT OF TRANSPORTATION; the COUNTIES OF GADSDEN, LEON AND WAKULLA; the CITIES OF QUINCY, MIDWAY and TALLAHASSEE; the TOWN OF HAVANA; and the LEON COUNTY SCHOOL BOARD, upon the effective date of this Agreement. The November 15, 2004 Interlocal Agreement superceded and replaced the October 16, 2000, Interlocal Agreement between THE DEPARTMENT OF TRANSPORTATION, LEON COUNTY, THE CITY OF TALLAHASSEE and THE LEON COUNTY SCHOOL BOARD. Notwithstanding the foregoing, the legal existence of the MPO shall be continuous and all lawful and valid acts of the MPO and its Board and officials prior to the date of this Agreement are hereby ratified and acknowledged as valid and binding acts of the CRTPA.

Section 3.03. MPO to operate pursuant to law. In the event that any election, referendum, approval, permit, notice, other proceeding or authorization is required under applicable law to undertake any power, duty, or responsibility hereunder, or to observe, assume, or carry out any of the provisions of this Agreement, the MPO will, to the extent of its legal capacity, comply with all applicable laws and requirements.

Section 3.04. Governing board to act as policy-making body of MPO. The governing board established pursuant to Section 4.01 of this Agreement shall be the policy-making body of the MPO responsible for cooperative decision-making of actions taken by the MPO. The governing board is the policy-making body that is the forum for cooperative decision-making and will be taking the required approval action as the MPO.

Section 3.05. Submission of proceedings; Contracts and other documents. Subject to the right to claim an exemption from the Florida Public Records Law, Chapter 119, Florida Statutes, the parties shall submit to each other such data, reports, records, contracts, and other documents in its possession relating to the metropolitan planning organization as is requested. Charges are to be in accordance with Chapter 119, Florida Statutes.

Section 3.06. Rights of review. All parties to this Agreement, and the affected federal funding agency (i.e., FHWA, FTA, and FAA) shall have the rights of technical review and comment of MPO projects.

## **ARTICLE 4 COMPOSITION; MEMBERSHIP; TERMS OF OFFICE**

### Section 4.01. Composition and membership of governing board.

(a) The voting membership of the MPO shall consist of representatives from the Counties of Gadsden, Jefferson, Leon and Wakulla; the Cities of Chattahoochee, Gretna, Midway, Quincy, and Tallahassee; the Towns of Greensboro and Havana; the Leon County School Board. .

(1) The apportionment of the membership of the MPO is based on population distribution among the above members, using weighted voting as specifically outlined in the CRTPA bylaws. For Leon County and the City of Tallahassee, the number of voting points is determined by the number of voting members as agreed upon by the Leon County Board of County Commissioners and the City of Tallahassee respectively.

(2) Representatives of the Department shall serve as nonvoting advisers to the MPO. The MPO may also provide for other non-voting advisors as outlined in the MPO bylaws.

(3) The Board shall have the authority to adopt bylaws concerning the governance and management of the CRTPA, including provisions governing Board meetings and votes, the authority of Board officers and the authority of CRTPA officials. The bylaws shall address:

(A) The weighted votes assigned to each member from the County Commission designated by Leon County and each member from City Commission to be designated by the City of Tallahassee.

(B) The weighted votes assigned to each representative of any consolidated membership of the Counties of Gadsden, Jefferson, Leon and Wakulla; the Cities of Chattahoochee, Gretna, Midway, Quincy, and Tallahassee; and the Towns of Greensboro and Havana.

(C) Substitution and replacement of Board members.

(D) Such other matters as are necessary or convenient for the administration of the MPO.

(b) The voting membership of an MPO shall consist of not fewer than 5 or more than 19 apportioned members, the exact number to be determined on an equitable geographic-population ratio basis by the Governor, based on an agreement among the effected units of general-purpose local government as required by federal rules and regulations. The Governor, in accordance with 23 USC 134, may also provide for MPO members who represent municipalities to alternate with representatives from other municipalities within the metropolitan planning area that do not have members on the MPO.

(c) All voting representatives shall be elected officials of general purpose local governments,

except that an MPO may include, as part of its apportioned voting members, a member of a statutorily authorized planning board, an official of an agency that operates or administers a major mode of transportation, or an official of Space Florida. As used in this section, the term “elected officials of a general-purpose local government” shall exclude constitutional officers, including sheriffs, tax collectors, supervisors of elections, property appraisers, clerks of the court, and similar types of officials. Where all members of a governing board of the county, the city, or authority are to be voting representatives on the MPO, each member shall become a representative on the MPO upon entering office. Otherwise, individuals acting as a representative of the governing board of the county, the city, or authority shall first be selected by said governing board.

(d) In no event shall the county commission representatives constitute less than one-third of the weighted vote of the MPO, except for an MPO with more than 15 members located in a county with a 5-member county commission or an MPO with 19 members located in a county with no more than 6 county commissioners, in which case county commission members may compose less than one-third percent of the MPO membership, but all county commissioners must be members.

(e) County commissioners shall compose not less than 20 percent of the MPO membership if an official of the agency that operates or administers a major mode of transportation has been appointed to an MPO.

(f) In metropolitan areas in which authorities or other agencies have been or may be created by law to perform transportation functions and are performing transportation functions that are not under the jurisdiction of a general-purpose local government represented on the MPO, they shall be provided voting membership on the MPO. Consortiums of municipalities may organize to appoint voting members who alternate each year.

(g) In the event that a governmental entity that is a member of the MPO fails to fill an assigned appointment to the MPO within 60 days after notification by the Governor of its duty to appoint a representative, that appointment shall be made by the Governor from the eligible individuals of that governmental entity.

Section 4.02. Terms. The term of office of members of the MPO shall be four years. The membership of a member who is a public official automatically terminates upon said official leaving the elective or appointive office for any reason, or may be terminated by a majority vote of the total membership of the governmental entity represented by the member. A vacancy shall be filled by the original appointing entity. A member may be appointed for one or more additional four year terms. Where Counties and Cities have elected to consolidate their memberships and weighted vote, the term of the representative member or members shall be no less than one year from the date of designation by the consolidated entity represented by the member or as outlined in the CRTPA bylaws.

## **ARTICLE 5 AUTHORITIES, POWERS, DUTIES AND RESPONSIBILITIES**

Section 5.01. General authority. The MPO shall have all authorities, powers and duties, enjoy all rights, privileges, and immunities, exercise all responsibilities and perform all obligations necessary or appropriate to managing a continuing, cooperative, and comprehensive transportation planning process as specified in Section 339.175 (5) and (6), Florida Statutes.

Section 5.02. Specific authority and powers. The MPO shall have the following powers and authority:

- (a) As provided in Section 339.175(6)(g), Florida Statutes, the MPO shall have an executive or staff director who reports directly to the MPO governing board for all matters regarding the administration and operation of the MPO and any additional personnel as deemed necessary. The executive director and any additional personnel may be employed either by the MPO or by another governmental entity, such as a county, city, or regional planning council, that has a staff services agreement signed and in effect with the MPO. Each MPO may enter into contracts with local or state agencies, private planning or private engineering firms, or other public or private entities to accomplish its transportation planning and programming and administrative functions;
- (b) As provided in Section 163.01(14), Florida Statutes, the MPO may enter into contracts for the performance of service functions of public agencies;
- (c) As provided in Section 163.01(5)(j), Florida Statutes, the MPO may acquire, own, operate, maintain, sell, or lease real and personal property;
- (d) As provided in Section 163.01(5)(m), Florida Statutes, the MPO may accept gifts, grants, assistance funds, or bequests;
- (e) The MPO may promulgate rules to effectuate its powers, responsibilities, and obligations enumerated herein; provided, that said rules do not supersede or conflict with applicable state laws, rules and regulations; and
- (f) The MPO shall have such powers and authority as specifically provided in Sections 163.01 and 339.175, Florida Statutes, and as may otherwise be provided by federal or state law.

Section 5.03. Duties and responsibilities. The MPO shall have the following duties and responsibilities:

- (a) As provided in Section 339.175(6)(d), Florida Statutes, the MPO shall create and appoint a technical advisory committee;
- (b) As provided in Section 339.175(6)(e), Florida Statutes, the MPO shall create and appoint a citizens' advisory committee;
- (c) As provided in Section 163.01(5)(o), Florida Statutes, the MPO membership shall be jointly and severally liable for liabilities, and the MPO may respond to such liabilities through the purchase of insurance or bonds, the retention of legal counsel, and, as appropriate, the approval of settlements of claims by its governing board;
- (d) As provided in Section 339.175(9), Florida Statutes, the MPO shall establish a budget which shall operate on a fiscal year basis consistent with any requirements of the Unified Planning Work Program;
- (e) The MPO, in cooperation with the Department, shall carry out the metropolitan transportation planning process as required by 23 CFR Parts 420 and 450, and 49 CFR Part 613, and consistent with Chapter 339.175, Florida Statutes, and other applicable state and local laws;
- (f) As provided in Section 339.175(10)(a), Florida Statutes, the MPO shall enter into written agreements, which shall be reviewed, and updated as necessary, every 5 years with the Department, operators of public transportation systems and the metropolitan and regional intergovernmental coordination and review agencies serving the metropolitan area. These agreements will prescribe the cooperative manner in which the

transportation planning process will be coordinated and included in the comprehensively planned development of the area;

- (g) Prepare the Long-Range Transportation Plan;
- (h) In cooperation with the Department, prepare the Transportation Improvement Program;
- (i) In cooperation with the Department, prepare and annually update the Unified Planning Work Program;
- (j) Prepare a congestion management system for the metropolitan area and cooperate with the Department in the development of all other transportation management systems required by state or federal law;
- (k) Assist the Department in mapping transportation planning boundaries required by state or federal law;
- (l) Assist the Department in performing its duties relating to access management, functional classification of roads, and data collection;
- (m) Execute all certifications and agreements necessary to comply with state or federal law;
- (n) Represent all the jurisdictional areas within the metropolitan area in the formulation of transportation plans and programs;
- (o) Perform such other tasks presently or hereafter required by state or federal law; and
- (p) Adopt operating rules and procedures.

## **ARTICLE 6 ADMINISTRATION**

Section 6.01. Generally. In addition to its function as the policy-making body of MPO, the Board shall have responsibility to approve the official MPO reports and take the official MPO actions required by Section 339.175, Florida Statutes. The Board Chairman shall serve as the principle administrative officer of the Board and shall have such additional duties and authority as described in the MPO bylaws. An Executive Director shall serve as the principal administration of MPO operations and staff, shall have responsibility for advising the Board regarding official MPO business and administration. The Executive Director shall have responsibility for the day-to-day administration of MPO operations, supervision of MPO staff, consultants and contractors, establishment of procedures and operational policies governing MPO administration and staff, and such other responsibilities as are set forth in the MPO bylaws.

Section 6.02. Administrative Support. The MPO shall operate as an independent legal entity, employ its own staff, and enter into any contracts necessary or convenient for its operations and administration. The MPO may contract for office space and administrative support and, alternatively or additionally, enter into arrangements with one or more of the member cities or counties for such purposes, setting forth the nature, scope and terms of service and method of compensation therefore. Such compensation may be by direct payment, by credit against monies due under Section 7.01, or a combination thereof.

Section 6.03. Recommendations and Reports. The Executive Director shall have responsibility to

ensure that the Board timely receives all necessary and appropriate recommendations and reports for the efficient performance of the MPO's obligations. Unless otherwise provided by law or MPO bylaws, all recommendations and reports by MPO staff, consultants, contractors, committees and advisory bodies shall be directed to the Executive Director, who will thereafter formulate a recommendation(s) or report to the Board for consideration and coordinate such staff and other presentations to the Board as appropriate.

Section 6.04 Delegation. The Board may, in accordance with MPO bylaws, delegate authority to one or more of its members to act on behalf of the Board as necessary for the efficient and effective performance of MPO obligations. The MPO bylaws shall provide procedures and criteria for such delegation, which shall ensure that such delegation is limited in scope and time appropriate for the intended purpose and as necessary to comply with law, and is subject to Board ratification or approval whenever practicable. Any such delegation shall be subject to the requirements of the Sunshine Law, when applicable. Additionally, the Board may, in accordance with MPO bylaws, delegate certain duties to the Executive Director, subject to such limitations in scope, direction and supervision by the Board as appropriate for the intended purpose and as necessary to comply with law.

Section 6.05 General Counsel. The MPO may employ a general counsel, who shall serve under contract and at the pleasure of the Board, providing legal counsel and services to the MPO and its Executive Director at the direction of the Board, the Board Chairman and the Executive Director.

## **ARTICLE 7 FUNDING; INVENTORY REPORT; RECORD-KEEPING**

Section 7.01. Funding. Pursuant to Section 339.175(6)(f), Florida Statutes, the Department shall allocate to the MPO for its performance of its transportation planning and programming duties, an appropriate amount of federal transportation planning funds. The MPO will be responsible for the establishment of procedures and operational policies governing all other MPO funding allocations and responsibilities as set forth in the MPO bylaws.

Section 7.02. Inventory report. The MPO agrees to inventory, to maintain records of and to insure proper use, control, and disposal of all nonexpendable tangible property acquired pursuant to funding under this Agreement. This shall be done in accordance with the requirements of 23 CFR Part 420, 49 CFR Part 18, and all other applicable federal regulations.

Section 7.03. Record-keeping and document retention. The Department and the MPO shall prepare and retain all records in accordance with the federal and state requirements, including but not limited to 23 CFR Part 420, 49 CFR Part 18, 49 CFR 18and Chapter 119, Florida Statutes. The Executive Director or his designee shall be the custodian of official MPO records.

## **ARTICLE 8 MISCELLANEOUS PROVISIONS**

Section 8.01. Constitutional or statutory duties and responsibilities of parties. This Agreement shall not be construed to authorize the delegation of the constitutional or statutory duties of any of the parties. In addition, this Agreement does not relieve any of the parties of an obligation or responsibility imposed upon them by law, except to the extent of actual and timely performance thereof by one or more of the parties to this Agreement or any legal or administrative entity created or authorized by this Agreement, in which case this performance may be offered in satisfaction of the obligation or responsibility.

Section 8.02. Amendment of Agreement. Amendments or modifications of this Agreement may only be made by written agreement signed by all parties here to with the same formalities as the original Agreement. No amendment may alter the apportionment or jurisdictional boundaries of the MPO without approval by the Governor.

Section 8.03. Duration; withdrawal procedure.

(a) Duration. This Agreement shall remain in effect until terminated by mutual agreement of all parties to this Agreement. The Governor shall review the composition of the MPO membership in conjunction with the decennial census as prepared by the United States Department of Commerce, Bureau of Census, and reapportion it as necessary to comply with Section 339.175, Florida Statutes, as appropriate. During examination of the MPO apportionment by the Governor, this Agreement shall also be reviewed by the MPO and the Department to confirm the validity of the contents and to recommend amendments, if any, that are required.

(b) Withdrawal procedure. Any party, except Leon County and the City of Tallahassee and the United States Bureau of the Census designated center city(ies), may withdraw from this Agreement after presenting in written form a notice of intent to withdraw to the other parties to this Agreement and the MPO, at least 90 days prior to the intended date of withdrawal. Withdrawal of one or more members of this MPO shall not result in termination of this Agreement or the MPO. Unless agreed in writing by the remaining members of the MPO, withdrawal by a member shall be effective at the end of the MPO's fiscal year during which the memorandum of withdrawal was received, and any financial or other obligation of the withdrawing member shall remain in effect for the remainder of said fiscal year. Upon receipt of the intended notice of withdrawal:

(1) The withdrawing member and the MPO shall execute a memorandum reflecting the withdrawal of the member and alteration of the list of member governments that are signatories to this Agreement. The memorandum shall be filed in the Office of the Clerk of the Circuit Court of each county in which a party hereto is located; and

(2) The Office of the Governor shall be contacted, and the Governor, with the agreement of the remaining members of the MPO, shall determine whether any reapportionment of the membership shall be appropriate. The Governor and the MPO shall review the previous MPO designation, applicable Florida and local law, and MPO rules for appropriate revision. In the event that another entity is to accorded membership in the place of the member withdrawing from the MPO, the parties acknowledge that pursuant to 23 CFR 450.306(k), adding membership to the MPO does not automatically require redesignation of the MPO. In the event that a party who is not a signatory to this Agreement is accorded membership on the MPO, membership shall not become effective until this Agreement is amended to reflect that the new member has joined the MPO.

Section 8.04. Notices. All notices, demands and correspondence required or provided for under this Agreement shall be in writing and delivered in person or dispatched by certified mail, postage prepaid, return receipt requested. Notice required to be given shall be as provided in the MPO bylaws All notices to the Department shall be addressed to the District Three Secretary, Florida Department of Transportation, Post Office Box 607, Chipley, Florida 32428.

Section 8.05. Interpretation.

(a) Drafters of Agreement. The Department and the members of the MPO were each represented by or afforded the opportunity for representation by legal counsel and participated in the drafting of this Agreement and in choice of wording. Consequently, no provision hereof should be more strongly construed against any party as drafter of this Agreement.

(b) Severability. Invalidation of any one of the provisions of this Agreement or any part, clause or word hereof, or the application thereof in specific circumstances, by judgment, court order, or administrative hearing or order shall not affect any other provisions or applications in other circumstances, all of which shall remain in full force and effect; provided, that such remainder would then continue to conform to the terms and requirements of applicable law.

(c) Renumbering or Revisions to Statutory Provisions. To the extent that any statutory revisions occur between the date of this Interlocal Agreement and its five year review, it is the intent of the CRTPA to incorporate the changes or renumbering of the statutory provisions into this Interlocal Agreement.

(d) Rules of construction. In interpreting this Agreement, the following rules of construction shall apply unless the context indicates otherwise:

- (1) The singular of any word or term includes the plural;
- (2) The masculine gender includes the feminine gender; and
- (3) The word “shall” is mandatory, and “may” is permissive.

Section 8.06. Enforcement by parties hereto. In the event of any judicial or administrative action to enforce or interpret this Agreement by any party hereto, each party shall bear its own attorney’s fees in connection with such proceeding.

Section 8.07. Agreement execution; Use of counterpart signature pages. This Agreement, and any amendments hereto, may be simultaneously executed in several counterparts, each of which so executed shall be deemed to be an original, and such counterparts together shall constitute one and the same instrument.

Section 8.08. Effective date; Cost of recordation.

(a) Effective date. This Agreement shall become effective upon its filing in the Office of the Clerk of the Circuit Court of each county in which a party hereto is located. Any amendment hereto shall become effective only upon its filing in the Office of the Clerk of the Circuit Court for each county in which a party hereto is located.

(b) Recordation. The Counties of GADSDEN, JEFFERSON, LEON and WAKULLA hereby agree to pay for any costs of recordation or filing of this Agreement in the Office of the Circuit Court for each county in which a party is hereto located. The recorded or filed original hereof, or any amendment, shall be returned to the MPO for filing in its records.



IN WITNESS WHEREOF, the undersigned parties have executed this Interlocal Agreement on behalf of the referenced legal entities and hereby establish the above designated MPO.

Signed, Sealed and Delivered in the presence of:

Passed and adopted by the Board of County Commissioners of Gadsden County, this \_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Douglas M. Croley, Chairperson  
Board of County Commissioners

ATTEST:  
NICHOLAS THOMAS, CLERK OF THE COURT  
GADSDEN COUNTY, FLORIDA

BY: \_\_\_\_\_

APPROVED AS TO FORM:  
GADSDEN COUNTY ATTORNEY

BY: \_\_\_\_\_  
Deborah Minnis, Esq.

*(Signature Pages Continue)*

Passed and adopted by the Board of County Commissioners of Jefferson County, this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

---

Betsy Barfield, Chair  
Board of County Commissioners

ATTEST:  
KIRK REAMS, CLERK OF THE COURT  
JEFFERSON COUNTY, FLORIDA

BY: \_\_\_\_\_

APPROVED AS TO FORM:  
JEFFERSON COUNTY ATTORNEY

BY: \_\_\_\_\_  
T. Buckingham Bird, Esq.

*(Signature Pages Continue)*

Passed and adopted by the Board of County Commissioners of Leon County, this \_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Nicholas Maddox, Chair  
Board of County Commissioners

ATTEST:  
BOB INZER, CLERK OF THE COURT  
LEON COUNTY, FLORIDA

BY: \_\_\_\_\_

APPROVED AS TO FORM:  
LEON COUNTY ATTORNEY'S OFFICE

BY: \_\_\_\_\_  
Herbert W.A. Thiele, Esq.  
County Attorney

*(Signature Pages Continue)*

Passed and adopted by the Board of County Commissioners of Wakulla County, this \_\_\_\_ day of \_\_\_\_\_, 2013.

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Randy Merritt, Chair  
Board of County Commissioners

ATTEST:  
BRENT X. THURMOND, CLERK OF THE COURT  
WAKULLA COUNTY, FLORIDA

BY: \_\_\_\_\_

APPROVED AS TO FORM:  
WAKULLA COUNTY ATTORNEY

BY: \_\_\_\_\_  
Heather Encinosa, Esq.

*(Signature Pages Continue)*

Passed and adopted by the Chattahoochee City Commission, this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
ANNETTE H. BATES  
Mayor, City of Chattahoochee

ATTEST:  
MARINDA WILSON, TREASURER, CLERK  
CITY OF CHATTAHOOCHEE, FLORIDA

BY: \_\_\_\_\_

APPROVED AS TO FORM:  
CITY OF CHATTAHOOCHEE

BY: \_\_\_\_\_  
J.D. HOUSE, CITY ATTORNEY

*(Signature Pages Continue)*

Passed and adopted by the Gretna City Commission, this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Clarence M. Jackson II  
Mayor, City of Gretna

ATTEST:  
NICHOLAS THOMAS, TREASURER, CLERK  
CITY OF GRETNA, FLORIDA

BY: \_\_\_\_\_

APPROVED AS TO FORM:  
CITY OF GRETNA

BY: \_\_\_\_\_  
Harold Knowles, Esq.

*(Signature Pages Continue)*

Passed and adopted by the Midway City Commission, this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
DAVID KNIGHT  
Mayor, City of Midway

ATTEST:  
FRANCES HARRELL, CLERK  
CITY OF MIDWAY, FLORIDA

BY: \_\_\_\_\_

APPROVED AS TO FORM:  
CITY OF MIDWAY ATTORNEY

BY: \_\_\_\_\_  
Henry Hunter, Esq.

*(Signature Pages Continue)*

Passed and adopted by the Quincy City Commission, this \_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Keith A. Dowdell  
Mayor, City of Quincy

ATTEST:  
SYLVIA HICKS, TREASURER, CLERK  
CITY OF QUINCY, FLORIDA

BY: \_\_\_\_\_

*(Signature Pages Continue)*



Passed and adopted by the Tallahassee City Commission, this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
John Marks, Mayor  
City of Tallahassee

ATTEST:  
JAMES O. COOK, IV, TREASURER, CLERK  
CITY OF TALLAHASSEE, FLORIDA

BY: \_\_\_\_\_

APPROVED AS TO FORM:  
CITY OF TALLAHASSEE ATTORNEY'S OFFICE

BY: \_\_\_\_\_  
Lewis E. Shelley, Esq.

*(Signature Pages Continue)*

Passed and adopted by the Greensboro Town Council, this \_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
William K. Pitts Jr.  
Mayor, Town of Greensboro

ATTEST:  
H. MAXWELL FLETCHER, TREASURER, CLERK  
TOWN OF GREENSBORO, FLORIDA

BY: \_\_\_\_\_

APPROVED AS TO FORM:  
TOWN OF GREENSBORO

BY: \_\_\_\_\_  
Alan Jackson, Esq.

*(Signature Pages Continue)*

Passed and adopted by the Havana Town Council, this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
T. J. Davis  
Mayor, Town of Havana

ATTEST:  
SHEILA EVANS, CLERK  
TOWN OF HAVANA, FLORIDA

BY: \_\_\_\_\_

APPROVED AS TO FORM:  
TOWN OF HAVANA

BY: \_\_\_\_\_  
Alex Hinson, Esq.

*(Signature Pages Continue)*

Passed and adopted by the School Board of Leon County, this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Georgia Bowen, Chair  
School Board of Leon County

ATTEST:

BY: \_\_\_\_\_

APPROVED AS TO FORM:  
SCHOOL BOARD OF LEON COUNTY

BY: \_\_\_\_\_  
Jeff Wahlen, Esq.

*(Signature Pages Continue)*

Agreed to by the State of Florida Department of Transportation, this \_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
James T. Barfield, P.E.  
FDOT District III Secretary

ATTEST:

BY: \_\_\_\_\_  
Executive Secretary

Legal Review:  
OFFICE OF THE GENERAL COUNSEL

BY: \_\_\_\_\_  
Samuel Henderson, Esq.

*(Signature Pages Continue)*

APPROVED AS TO FORM AND LEGALITY:  
CRTPA GENERAL COUNSEL

BY: \_\_\_\_\_  
Thornton Williams, Esq.

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF  
JEFFERSON COUNTY, FLORIDA, SUPPORTING THE CANDIDACY OF LEON  
COUNTY COMMISSIONER BRYAN DESLOGE FOR SECOND VICE-PRESIDENT  
OF THE NATIONAL ASSOCIATION OF COUNTIES.**

**WHEREAS**, Florida is the 4th largest state in the nation representing more than 19 million people in 67 counties; and,

**WHEREAS**, for more than 80 years, the Florida Association of Counties (FAC) has helped counties effectively serve and represent Floridians by strengthening and preserving county home rule through advocacy, education and collaboration; and,

**WHEREAS**, FAC is the only association representing Florida's counties - bringing together the collective experience and knowledge of 377 county commissioners and supplied by thousands of county professional staff; and,

**WHEREAS**, FAC provides the cohesive platform that enables county officials and staff to speak with a unified voice on behalf of all Floridians; and,

**WHEREAS**, Leon County Commissioner Bryan Desloge has faithfully served on the Leon County Board of County Commissioners for seven years representing the citizens in District 4, as well as all of the citizens of Leon County; and,

**WHEREAS**, Commissioner Desloge currently serves as the President of the Florida Association of Counties and previously served as President-Elect, 1st Vice President, 2nd Vice President, and a policy chairman of the Florida Association of Counties; and,

**WHEREAS**, Commissioner Desloge has faithfully served on the National Association of Counties Board of Directors for two terms, as well as Vice Chair of the Behavioral Health Subcommittee; and,

**WHEREAS**, the National Association of Counties (NACo), founded in 1935, is the only national organization that represents county governments in the United States and provides essential services to the nation's 3,069 counties; and,

**WHEREAS**, NACo advances issues with a unified voice before the federal government, improves the public's understanding of county government, assists counties in finding and sharing innovative solutions through education and research, and provides value-added services to save counties and taxpayers money; and,

**WHEREAS**, Commissioner Desloge is committed to bringing civility and unity back into public service to increase opportunities for taxpayers; and,

**WHEREAS**, Commissioner Desloge's passion has led him to join with others in the creation and development of the Village Square, a non-partisan public educational forum on matters of local, state, and national importance that is dedicated to maintaining factual accuracy in civic and political debate by growing civil dialog on divisive issues, and recalling the history and principles at the foundation of our democracy; and,

**WHEREAS**, Commissioner Desloge has introduced the members of FAC to the Village Square and has set his Presidential theme with the FAC to be Civility, Opportunity, Unity; and,

**WHEREAS**, the idea of bringing a civil debate to not only our local policy discussions but also to our state and national capitol are critical to solving the problems facing our communities; and,

**WHEREAS**, by focusing on facts and putting aside petty politics our public servants can begin developing the solutions needed to provide our citizens with the opportunities promised by our founding fathers; and,

**WHEREAS**, Commissioner Desloge has announced his intent to run for Second Vice President of the National Association of Counties to take the platform of Civility, Opportunity, Unity, to county, borough and parish officials nationwide as well as members of the legislative and executive branches of the United States.

**NOW THEREFORE BE IT RESOLVED** that the Jefferson County Board of County Commissioners fully supports and endorses the candidacy of Leon County Commissioner Bryan Desloge for the National Association of Counties office of Second Vice-President with the election to be held in July 2014.

**BE IT FURTHER RESOLVED**, that the Jefferson County Board of County Commissioners further encourages every county in Florida to endorse the candidacy of Commissioner Desloge and to also commit to attend the National Association of Counties Annual Conference in July 2014 so that all of Florida's 67 counties can place their vote to elect Commissioner Desloge Second Vice-President of the National Association of Counties.

**ADOPTED** by the Board of County Commissioners of Jefferson County, Florida, this 7th day of January 2014.



ATTEST:

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Kirk Reams, Clerk of the Court  
Jefferson County, Florida

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Betsy Barfield, Chair  
Jefferson County Board of  
County Commissioners

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By: T. Buckingham Bird, Esq.  
County Attorney

**ITEM 5(a): BUDGET AMENDMENT REQUEST  
RE: LEGAL FEES**



Jefferson County  
Office Of The Property Appraiser  

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Angela Gray, CFA Property Appraiser

**MEMORANDUM**

Date: December 30, 2013

To: BOCC Chair, Betsy Barfield  
Clerk of Court, Kirk Reams

Cc: Cathy Galavis, Budget Supervisor PTO  
County Coordinator, Parrish Barwick

From: Angela Gray, Property Appraiser

Re: 2013-14 DOR Budget Amendment

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I am requesting an amendment to the Property Appraiser's 2013-14 budget to cover attorney fees associated with new litigation filed in Circuit Court by Florida Gas Transmission Company LLC and ATT Mobility LLC. I have confirmed that this litigation is NOT covered by the County's current policies in place and received this confirmation in writing for your reference (see attached).

Currently the budget is \$486,461, with an amount of \$5,000 budgeted for line item 3154 Legal Services. This amendment will be an increase of \$25,000 for this line item. The amended budget amount will be \$511,451 with an amount of \$30,000 budgeted for line item 3154 Legal Services.

I also request that the Property Appraiser be given the ability to invoice and be paid this amount as a lump sum in January 2014 instead of the traditional quarterly billing method used by my office. If any of these funds become unnecessary, they will be returned at the end of the fiscal year. Likewise if additional funds become necessary, the Board will be notified.

Thank you for your assistance in this matter.

## Angela Gray

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**From:** Tyler McNeill <tmcneill@jeffersonclerk.com>  
**Sent:** Tuesday, December 17, 2013 11:24 AM  
**To:** angela.gray@jeffersonpa.net  
**Cc:** Kirk Reams  
**Subject:** RE: NEW LOSS: Jefferson County Board Of County Commissioners/Florida Gas Transmission Company, LLC;Complaint contesting assessed value for 2013 of its tangible personal property taxes.DOL: 12/12/2013

Angela,

I just spoke with Mr. Ed Krohn with PGCS Claims Services. He said coverage is denied under the Public Officials' Liability policy and a formal declination letter will follow. Please let me know if you have any additional questions or concerns.

-Tyler

Sincerely,

Tyler McNeill  
Chief Deputy Clerk / Human Resources  
(850) 342-0218 ext 231  
(850) 342-0218 (fax)

---

**From:** Tyler McNeill [<mailto:tmcneill@jeffersonclerk.com>]  
**Sent:** Thursday, December 12, 2013 3:19 PM  
**To:** [angela.gray@jeffersonpa.net](mailto:angela.gray@jeffersonpa.net)  
**Subject:** FW: NEW LOSS: Jefferson County Board Of County Commissioners/Florida Gas Transmission Company, LLC;Complaint contesting assessed value for 2013 of its tangible personal property taxes.DOL: 12/12/2013

Angela:

A claim has been filed and an adjuster assigned. We should have more clarity about whether or not this is covered very soon.

-Tyler

Sincerely,

Tyler McNeill  
Chief Deputy Clerk / Human Resources  
(850) 342-0218 ext 231  
(850) 342-0218 (fax)

---

**From:** Amber Tolbert [<mailto:ATolbert@bbpria.com>]  
**Sent:** Thursday, December 12, 2013 12:45 PM  
**To:** [tmcneill@jeffersonclerk.com](mailto:tmcneill@jeffersonclerk.com)  
**Subject:** FW: NEW LOSS: Jefferson County Board Of County Commissioners/Florida Gas Transmission Company, LLC;Complaint contesting assessed value for 2013 of its tangible personal property taxes.DOL: 12/12/2013

Claims acknowledgment with adjuster info below.

Thank you,

*Amber Tolbert, CISR*  
Marketing

Public Risk Insurance Agency  
P.O. Box 2416  
Daytona Beach, FL 32115  
(386) 239-4056  
(386) 239-4049 Fax  
[atolbert@bbpria.com](mailto:atolbert@bbpria.com)

**Please remember that insurance coverage cannot be bound, amended or changed via voicemail, facsimile or e-mail message without confirmation from an authorized Public Risk Insurance Agency representative.**

**CONFIDENTIALITY NOTICE:**

The information contained in this communication, including attachments is privileged and confidential. It is intended only for the exclusive use of the addressee. If the reader of this message is not the intended recipient, or the employee or agent responsible for delivering it to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error please notify us by telephone immediately.

Thank You.

---

**From:** Angela Gonzalez [<mailto:agonzalez@pgcs-tpa.com>]

**Sent:** Thursday, December 12, 2013 12:00 PM

**To:** Amber Tolbert; [newclaim@summitrisk.com](mailto:newclaim@summitrisk.com).

**Subject:** NEW LOSS: Jefferson County Board Of County Commissioners/Florida Gas Transmission Company, LLC;Complaint contesting assessed value for 2013 of its tangible personal property taxes.DOL: 12/12/2013

December 12, 2013

Jefferson County Board Of County Commissioners  
Attn: Tyler McNeill  
County Courthouse  
Room 10  
Monticello, FL 32345

**RE: Client: Jefferson County Board Of County Commissioners**  
**Claimant: Florida Gas Transmission Company, LLC**  
**DOL: 12/12/2013**  
**Event #: EV2013230017 Claim #: 238272**

**Complaint contesting assessed value for 2013 of its tangible personal property taxes.**

Dear Tyler McNeill:

We are in receipt of the above captioned claim and have assigned the above claim number. The Claim Representative is David Smyth and will coordinate the handling of this claim with Summit Risk Services.

If you have any additional information or wish to discuss this further, please contact your claims representative at (800) 237-6617 Ext:4087 or via email at [dsmyth@pgcs-tpa.com](mailto:dsmyth@pgcs-tpa.com). You may also contact Richard Pevner, Summit Risk Services (SRS) at 215-443-3596, or via e-mail at [pevner@summitrisk.com](mailto:pevner@summitrisk.com).

Sincerely,

Angela Gonzalez  
PGCS Claims Department  
Intake Coordinator

CC: Amber Tolbert – via email  
Summit Claims – via email

**ITEM 5(b): WACISSA RIVER PARK  
COMMITTEE MEMBERS**

Members I, Commissioner Stephen Walker would like on the committee:

Kim Gilmore  
Teresa Tinker  
Nancy Wideman  
Phil Calandra  
Kirk Reams

Thanks,

Commissioner Walker