

**FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING
COURTHOUSE ANNEX – COMMISSION MEETING ROOM
SEPTEMBER 18, 2018
9:00 AM
AGENDA**

The Board of County Commissioners asks that all cell phones are turned off or placed on silent (vibrate) mode. Any handouts (information) for distribution to the Commission must be submitted to the Board Secretary (Clerk's Office) or to the County Coordinator on or before the Thursday prior to that Tuesday's meeting. Failure to do so will result in your removal from the agenda or a delay of any action relating to your request until a future meeting.

- 9:00 AM** **Call to Order**
Prayer and Pledge
Approval of Minutes
Payment of County Bills
- 9:05 AM** **Public Comments** – *(This is an opportunity for the public to comment on agenda or non-agenda items. When you are recognized to be heard by the Chairman, please sign the speaker's log and adhere to the time limit. An individual will be allowed to speak for three minutes whereas a designated representative of a group or faction will be allowed to speak for five minutes.)*
- 9:10 AM** **Department Directors Report**
Howard Nabors – Superintendent of Public Works
Fonda Davis – Solid Waste Director
Pam Brownell – Emergency Management Director
 Request for Proposal – Open and Read Aloud
 - *Disaster Debris Monitoring Services*
 - *Disaster Debris Removal and Disposal Services*Erik Lovestrand – Extension Office Director
Lisa Lance – Library Director
Jason Puckett – Airport Manager
- 9:30 AM** **Resolutions/Proclamations**
 - **Jacquelyn Davis – Refuge House** – *Mrs. Davis would like the Board to support a Proclamation recognizing October as Domestic Violence Awareness Month.*
 - **Charles Elliot/Michael Krehl – POW/MIA** – *Mr. Elliot and Mr. Krell would like the Board to support a Resolution proclaiming September 21, 2018 and subsequent years in September as P.O.W. – M. I. A. Recognition Day.*
- 9:45 AM** **Curt Blair – TDC Administrator – Report**
- 10:00 AM** **Sandy Martin – Business Manager – Florida Department of Health**
Ms. Martin will present the Department's Core Contract and fee schedule for the Board's review and approval.
- 10:15 AM** **Amy Ham-Kelly – Planning & Zoning – Report**
- 10:30 AM** **Mrs. Irma Lindsey Peddie – Request**
Mrs. Peddie is requesting a power pole on her property located at 496 Ave A. This lot is zoned R-4 and may be non-conforming.
- 10:45 AM** **Marcia M. Johnson – Clerk of Courts – Report**
- 11:00 AM** **Alan Pierce – RESTORE Coordinator – Report**
- 11:15 AM** **Michael Morón – County Coordinator – Report**

continued on back

11:45 AM	T Michael Shuler – County Attorney – Report
12:00 PM	Commissioners’ Comments
12:15 PM	Adjourn

September 18, 2018
Franklin County Road Department
Detail of Work Performed and Material Hauled by District
Detail from 8/30/2018 - 9/12/2018

District 1

<u>Work Performed:</u>	<u>Date</u>	<u>Road</u>
Cleaned ditches	8/30/2018	Creamer Street
Cut grass along shoulders of road on county right of way	8/30/2018	Sailfish Drive
Shovel Dirt off of road	8/30/2018	W 2nd Street
Shovel Dirt off of road	8/30/2018	W 3rd Street
Shovel Dirt off of road	8/30/2018	Chili Blvd
Weed Eat & Cut Grass around signs & Culverts, Cut grass along shoulders of road on county right of way, Litter Pickup	8/30/2018	Creamer Street
Weed Eat & Cut Grass around signs & Culverts, Cut grass along shoulders of road on county right of way, Litter Pickup	8/30/2018	Begonia Street
Checked county roads for safety of traveling for public	9/4/2018	County Roads Eastpoint, Ricky Jones
Checked county roads for safety of traveling for public	9/4/2018	County Roads Eastpoint, Ricky Jones
Checked county roads for safety of traveling for public	9/4/2018	County Roads Eastpoint, Ricky Jones
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	9/5/2018	Avenue A
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	9/5/2018	Gilbert Street
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	9/5/2018	Jefferson Street
Trim Trees, Cut bushes back, Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	9/5/2018	N Bay Shore Drive
Weed Eat & Cut Grass around signs & Culverts, Cut grass along shoulders of road on county right of way, Litter Pickup	9/5/2018	N Bay Shore Drive
Sign Maintenance	9/5/2018	Twin Lakes Road
Cut grass along shoulders of road on county right of way	9/5/2018	Daisy Drive
Sign Maintenance	9/5/2018	1st Street
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	9/5/2018	Adams Street
Cut grass along shoulders of road on county right of way	9/5/2018	Ridgecrest Parkway
Cut grass along shoulders of road on county right of way	9/5/2018	Lily Circle
Cut grass along shoulders of road on county right of way	9/5/2018	Gladiola Way
Sign Maintenance	9/5/2018	Carroll Street
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts, Litter Pickup	9/6/2018	Gilbert Street
Cut grass along shoulders of road on county right of way	9/6/2018	Avenue A
Cut grass along shoulders of road on county right of way	9/6/2018	Sago Drive
Cut grass along shoulders of road on county right of way	9/6/2018	Barber Street
Pot hole Repair (Fill)	9/6/2018	W 11th Street
Pot hole Repair (Fill)	9/6/2018	W Bay Shore Drive
Pot hole Repair (Fill)	9/6/2018	Gander Street
Pot hole Repair (Fill)	9/6/2018	Patton Street
Pot hole Repair (Fill)	9/6/2018	W 10th Street
Cut grass along shoulders of road on county right of way	9/6/2018	Old Ferry Dock Road
Pot hole Repair (Fill)	9/6/2018	E Bay Shore Drive
Cut grass along shoulders of road on county right of way	9/6/2018	Twin Lakes Road
Pot hole Repair (Fill)	9/6/2018	Gilbert Street
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts, Litter Pickup	9/6/2018	1st Street

District 1**Work Performed:**

<u>Work Performed:</u>	<u>Date</u>	<u>Road</u>
Cut grass along shoulders of road on county right of way	9/6/2018	Magnolia Road
Cut grass along shoulders of road on county right of way	9/6/2018	Blue Heron Drive
Cut grass along shoulders of road on county right of way	9/6/2018	Ridgecrest Parkway
Box drag	9/10/2018	Wing Street
Box drag	9/10/2018	Bradford Street
Box drag	9/10/2018	Brown Street
Dig out ditches	9/10/2018	W 8th Street
Box drag	9/10/2018	Nedley Street
Box drag	9/10/2018	Palmer Street
Box drag	9/10/2018	Quinn Street
Box drag	9/10/2018	Bruce Street
Box drag	9/10/2018	E 2nd Street
Box drag	9/10/2018	McCloud Street
Box drag	9/10/2018	E 4th Street
Box drag	9/10/2018	Gunn Street
Box drag	9/10/2018	Bledsoe Street
Box drag	9/10/2018	E 1st Street
Box drag	9/10/2018	Patton Street
Box drag	9/10/2018	W Pine Avenue
Box drag	9/10/2018	Randolph Street
Pot hole Repair (Fill)	9/10/2018	Twin Lakes Road
Box drag	9/10/2018	E 5th Street
Pot hole Repair (Fill)	9/10/2018	Avenue A
Pot hole Repair (Fill)	9/10/2018	Power Drive
Pot hole Repair (Fill)	9/10/2018	Shuler Avenue
Weed Eat & Cut Grass around signs & Culverts, Cut grass along shoulders of road on county right of way	9/10/2018	N Bay Shore Drive
Box drag	9/10/2018	W 12th Street
Box drag	9/10/2018	W 3rd Street
Box drag	9/10/2018	W 4th Street
Box drag	9/10/2018	W 5th Street
Box drag	9/10/2018	W 6th Street
Box drag	9/10/2018	W 9th Street
Box drag	9/10/2018	W 10th Street
Culvert installation	9/10/2018	N Bay Shore Drive
Graded Road(s)	9/10/2018	Marks Street
Culvert installation	9/10/2018	N Bay Shore Drive
Graded Road(s)	9/10/2018	Land Street
Graded Road(s)	9/10/2018	W Sawyer Street
Graded Road(s)	9/10/2018	E Sawyer Street
Graded Road(s)	9/10/2018	Porter Street
Graded Road(s)	9/10/2018	W Bay Shore Drive
Graded Road(s)	9/10/2018	Cook Street
Box drag	9/10/2018	E 6th Street
Box drag	9/10/2018	Gibson Street
Graded Road(s)	9/10/2018	W 8th Street
Box drag	9/10/2018	Bell Street
Box drag	9/10/2018	E Bay Shore Drive
Box drag	9/10/2018	Baine Street

District 1**Work Performed:**

	<u>Date</u>	<u>Road</u>
Box drag	9/10/2018	E 11th Street
Box drag	9/10/2018	E 10th Street
Box drag	9/10/2018	E 8th Street
Box drag	9/10/2018	E 7th Street
Graded Road(s)	9/10/2018	Akel Street
Weed Eat & Cut Grass around signs & Culverts, Cut grass along shoulders of road on county right of way, Litter Pickup	9/11/2018	N Bay Shore Drive
Graded Road(s)	9/11/2018	E Pine Avenue
Weed Eat & Cut Grass around signs & Culverts, Cut grass along shoulders of road on county right of way, Litter Pickup	9/11/2018	Cedar Street
Weed Eat & Cut Grass around signs & Culverts, Cut grass along shoulders of road on county right of way, Litter Pickup	9/11/2018	Palm Street
Weed Eat & Cut Grass around signs & Culverts, Cut grass along shoulders of road on county right of way, Litter Pickup	9/11/2018	Live Oak Street
Weed Eat & Cut Grass around signs & Culverts, Cut grass along shoulders of road on county right of way, Litter Pickup	9/12/2018	Patton Drive

0**Material HAUL From:**

	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
Debris	8/30/2018	Creamer Street	8	0
Debris	TOTAL		8	0
Litter	8/30/2018	Creamer Street	1	0
Litter	8/30/2018	Begonia Street	1	0
Litter	9/5/2018	N Bay Shore Drive	2	0
Litter	9/6/2018	1st Street	2	0
Litter	9/11/2018	Cedar Street	1	0
Litter	9/11/2018	N Bay Shore Drive	1	0
Litter	9/11/2018	Live Oak Street	1	0
Litter	9/11/2018	Palm Street	1	0
Litter	9/12/2018	Patton Drive	1	0
Litter	TOTAL		11	0
Trees	9/5/2018	N Bay Shore Drive	9	0
Trees	TOTAL		9	0

Material HAUL To:

	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
Dirty 89 Lime Rock	9/10/2018	Marks Street	18	0
Dirty 89 Lime Rock	9/10/2018	W Sawyer Street	18	0
Dirty 89 Lime Rock	9/10/2018	Howell Street	18	0
Dirty 89 Lime Rock	9/10/2018	E Pine Avenue	18	0
Dirty 89 Lime Rock	9/10/2018	Cook Street	18	0
Dirty 89 Lime Rock	9/10/2018	E 9th Street	18	0
Dirty 89 Lime Rock	9/10/2018	N Bay Shore Drive	18	0
Dirty 89 Lime Rock	9/11/2018	E Pine Avenue	18	0
Dirty 89 Lime Rock	9/11/2018	E 2nd Street	18	0
Dirty 89 Lime Rock	9/11/2018	E 2nd Street	18	0
Dirty 89 Lime Rock	TOTAL		180	0
Milled Asphalt	9/6/2018	Patton Drive	1	0
Milled Asphalt	9/6/2018	W Bay Shore Drive	1	0
Milled Asphalt	9/6/2018	W 10th Street	1	0
Milled Asphalt	9/6/2018	E Bay Shore Drive	1	0

District 1**Material HAUL To:**

	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
Milled Asphalt	9/6/2018	W 11th Street	1	0
Milled Asphalt	9/10/2018	Shuler Avenue	0.300000012	0
Milled Asphalt	9/10/2018	Power Drive	0.300000012	0
Milled Asphalt	9/10/2018	Twin Lakes Road	0.300000012	0
Milled Asphalt	9/10/2018	Avenue A	0.300000012	0
Milled Asphalt	9/11/2018	E Pine Avenue	18	0

Milled Asphalt			TOTAL	24.20000005	0
Sand	9/10/2018	N Bay Shore Drive		18	0
Sand	9/11/2018	E Pine Avenue		36	0
Sand			TOTAL	54	0

District 2**Work Performed:**

	<u>Date</u>	<u>Road</u>
Weed Eat & Cut Grass around signs & Culverts	8/30/2018	CR67
Weed Eat & Cut Grass around signs & Culverts	8/30/2018	Alan Lane
Cut grass along shoulders of road on county right of way	8/30/2018	Bald Point Road
Cut grass along shoulders of road on county right of way	8/30/2018	Alan Lane
Cut grass along shoulders of road on county right of way	8/30/2018	Gulf Shore BLVD
Cut grass along shoulders of road on county right of way	8/30/2018	George Vause Road
Cut grass along shoulders of road on county right of way	8/30/2018	Cobia Street
Cut grass along shoulders of road on county right of way	8/30/2018	Harry Morrison
Cut grass along shoulders of road on county right of way	8/30/2018	FSU Marine Lab Road
Cut grass along shoulders of road on county right of way	8/30/2018	Clemens Street
Cut grass along shoulders of road on county right of way	8/30/2018	Grouper Street
Cut grass along shoulders of road on county right of way	8/30/2018	Peninsula Street
Cut grass along shoulders of road on county right of way	8/30/2018	Kingfish Street
Cut grass along shoulders of road on county right of way	8/30/2018	Angus Morrison
Cut grass along shoulders of road on county right of way	8/30/2018	Marlin Street
Box drag	8/30/2018	Alligator Drive
Pot hole Repair (Fill)	8/30/2018	Chip Morrison Road
Sign Maintenance	8/30/2018	Carousel Lane
Cut grass along shoulders of road on county right of way	8/30/2018	Bayview Drive
Cut grass along shoulders of road on county right of way	8/30/2018	Bass Street
Cut grass along shoulders of road on county right of way	9/4/2018	Fernway Road
Cut grass along shoulders of road on county right of way	9/4/2018	Mullet Pond Road
Cut grass along shoulders of road on county right of way	9/4/2018	Dunes Boulevard
Cut grass along shoulders of road on county right of way	9/4/2018	Lakeview Drive
Cut grass along shoulders of road on county right of way	9/4/2018	Bald Point Road
Checked county roads for safety of traveling for public	9/4/2018	Duvall Road
Checked county roads for safety of traveling for public	9/4/2018	McIntyre Road
Checked county roads for safety of traveling for public	9/4/2018	Duvall Road
Checked county roads for safety of traveling for public	9/4/2018	McIntyre Road
Checked county roads for safety of traveling for public	9/4/2018	Jeff Sanders Road
Checked county roads for safety of traveling for public	9/4/2018	County Roads, Lanark
Checked county roads for safety of traveling for public	9/4/2018	County Roads, Carrabelle, Cheryl Sanders
Checked county roads for safety of traveling for public	9/4/2018	County Roads, Lanark
Checked county roads for safety of traveling for public	9/4/2018	County Roads, Carrabelle, Cheryl Sanders
Checked county roads for safety of traveling for public	9/4/2018	County Roads, Alligator Point
Checked county roads for safety of traveling for public	9/4/2018	County Roads, Carrabelle, Cheryl Sanders

District 2**Work Performed:**

	<u>Date</u>	<u>Road</u>
Cleaned ditches	9/5/2018	Oak Street
Cut grass along shoulders of road on county right of way	9/5/2018	Magnolia Street
Cleaned ditches	9/5/2018	Elder Street
Box drag	9/5/2018	Jeff Sanders Road
Box drag	9/5/2018	McIntyre Road
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	9/6/2018	Rio Vista Drive
Travel	9/6/2018	Jeff Sanders Road
Box drag	9/6/2018	Jeff Sanders Road
Sign Maintenance	9/6/2018	Carousel Terrace
Sign Maintenance	9/6/2018	FSU Marine Lab Road
Sign Maintenance	9/6/2018	Lakeview Drive
Sign Maintenance	9/6/2018	Dunes Boulevard
Sign Maintenance	9/6/2018	Pine Street
Sign Maintenance	9/6/2018	Oak Street
Sign Maintenance	9/6/2018	Sun N Sands Blvd
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	9/11/2018	Rio Vista Drive
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	9/11/2018	McIntyre Road
Box drag	9/12/2018	Jeff Sanders Road
Box drag	9/12/2018	6th Street E
Weed Eat & Cut Grass around signs & Culverts, Cut grass along shoulders of road on county right of way	9/12/2018	McIntyre Road

0**Material HAUL From:**

	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
Ditch Dirt	9/5/2018	Elder Street	36	0
Ditch Dirt	TOTAL		36	0
Sand	8/30/2018	Stock Pile, CR 370 - Alligator Drive - Alligator	18	0
Sand	9/5/2018	Oak Street	18	0
Sand	TOTAL		36	0

Material HAUL To:

	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
Sand	8/30/2018	Chip Morrison Road	18	0
Sand	8/30/2018	Chip Morrison Road	18	0
Sand	TOTAL		36	0

District 3**Work Performed:**

	<u>Date</u>	<u>Road</u>
Checked county roads for safety of traveling for public	9/4/2018	County Roads Apalachicola, Noah Lockley
Checked county roads for safety of traveling for public	9/4/2018	County Roads Apalachicola, Noah Lockley
Box drag	9/6/2018	Earl King Street

0**District 4****Work Performed:**

	<u>Date</u>	<u>Road</u>
Checked county roads for safety of traveling for public	9/4/2018	County Roads, Apalachicola Smokey Parrish
Checked county roads for safety of traveling for public	9/4/2018	County Roads, Apalachicola Smokey Parrish
Box drag	9/6/2018	Teat Road
Driveway repair	9/6/2018	Squire Road

District 4**Work Performed:**

<u>Work Performed:</u>	<u>Date</u>	<u>Road</u>
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts, Litter Pickup	9/10/2018	Bayview Drive
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts, Litter Pickup	9/10/2018	Pal Rivers Road
Cut grass along shoulders of road on county right of way	9/10/2018	Pal Rivers Road
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	9/11/2018	Kevin Road
Cut grass along shoulders of road on county right of way	9/11/2018	Sas Road
Cut grass along shoulders of road on county right of way	9/11/2018	US HWY 98 (Apalachicola, Smokey)
Culvert repair	9/11/2018	Bayshore Drive
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	9/11/2018	Bayview Drive
Cut grass along shoulders of road on county right of way	9/11/2018	Pal Rivers Road Field
Cut grass along shoulders of road on county right of way	9/12/2018	Linden Road
Cut grass along shoulders of road on county right of way	9/12/2018	Johnson Lane
Cut grass along shoulders of road on county right of way	9/12/2018	Abercrombie Lane
Cut grass along shoulders of road on county right of way	9/12/2018	Hathcock Road
Cut grass along shoulders of road on county right of way	9/12/2018	Pine Log Road
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts, Litter Pickup	9/12/2018	Roundabout between Pal Rivers Rd & Browr
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts, Litter Pickup	9/12/2018	Pal Rivers Road
Cut grass along shoulders of road on county right of way	9/12/2018	Air Port Road
Cut grass along shoulders of road on county right of way	9/12/2018	Peachtree Road
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts, Litter Pickup	9/12/2018	Brownsville Road

0**Material HAUL From:**

<u>Material HAUL From:</u>	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
Litter	9/10/2018	Bayview Drive	1	0
Litter	9/10/2018	Pal Rivers Road	1	0
Litter	9/12/2018	Brownsville Road	1	0
Litter	9/12/2018	Roundabout between Pal Rivers Rd & Browr	1	0
Litter	9/12/2018	Pal Rivers Road	1	0
Litter	TOTAL		5	0

Material HAUL To:

<u>Material HAUL To:</u>	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
Milled Asphalt	9/6/2018	Linden Road	1	0
Milled Asphalt	TOTAL		1	0

District 5**Work Performed:**

<u>Work Performed:</u>	<u>Date</u>	<u>Road</u>
Box drag	8/30/2018	8th Street W
Pot hole Repair (Fill)	8/30/2018	9th Street E
Checked county roads for safety of traveling for public	9/4/2018	New River Road
Checked county roads for safety of traveling for public	9/4/2018	County Roads, Eastpoint William Massey
Checked county roads for safety of traveling for public	9/4/2018	County Roads, Eastpoint William Massey
Sign Maintenance	9/4/2018	Cape Street
Checked county roads for safety of traveling for public	9/4/2018	River Road
Checked county roads for safety of traveling for public	9/4/2018	County Roads, Carrabelle, William Massey
Beaver Dam - Take Out	9/4/2018	Lighthouse Road
Checked county roads for safety of traveling for public	9/4/2018	County Roads, Eastpoint William Massey
Checked county roads for safety of traveling for public	9/4/2018	County Roads, Eastpoint William Massey

District 5

Work Performed:

<u>Work Performed:</u>	<u>Date</u>	<u>Road</u>
Checked county roads for safety of traveling for public	9/4/2018	County Roads, Carrabelle, William Massey
Dig out ditches	9/4/2018	Ridge Road
Flagged	9/4/2018	Ridge Road
Dig out ditches	9/4/2018	Ridge Road
Beaver Dam - Take Out	9/4/2018	Lighthouse Road
Beaver Dam - Take Out	9/4/2018	Lighthouse Road
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	9/5/2018	Wilderness Road
Cleaned ditches	9/5/2018	Ryan Drive
Cut grass along shoulders of road on county right of way	9/5/2018	Smith Street
Cut grass along shoulders of road on county right of way	9/5/2018	Gardenia Trail
Cut grass along shoulders of road on county right of way	9/5/2018	Hibiscus Lane
Cut grass along shoulders of road on county right of way	9/5/2018	Magnolia Bay Drive
Flagged	9/5/2018	Ryan Drive
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	9/5/2018	Ridge Road
Box drag	9/5/2018	St Teresa Ave
Box drag	9/6/2018	Hickory Landing
Box drag	9/6/2018	Wright Lake Road
Box drag	9/6/2018	Brick Yard Road
Box drag	9/6/2018	Mill Road
Pot hole Repair (Fill)	9/6/2018	Sand Beach Road
Pot hole Repair (Fill)	9/6/2018	Lighthouse Road
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	9/6/2018	Ridge Road
Cut grass along shoulders of road on county right of way	9/6/2018	Pond Away Court
Culvert installation	9/10/2018	Ridge Road
Pot hole Repair (Fill)	9/10/2018	Bear Creek Rd
Culvert installation	9/10/2018	Ridge Road
Weed Eat & Cut Grass around signs & Culverts, Litter Pickup	9/10/2018	65 State Road
Box drag	9/10/2018	Pruett Road
Cut grass along shoulders of road on county right of way	9/10/2018	65 State Road
Weed Eat & Cut Grass around signs & Culverts, Cut grass along shoulders of road on county right of way, Litter Pickup	9/11/2018	Tourist Development Center
Sign Maintenance	9/11/2018	Tourist Development Center
Cleaned ditches	9/11/2018	Ridge Road
Flagged, Culvert installation	9/11/2018	Ridge Road
Graded Road(s)	9/12/2018	Gardners Landing Road
Cleaned ditches	9/12/2018	Ridge Road
Culvert installation, Driveway repair	9/12/2018	Longwood Court
Box drag	9/12/2018	7th Street E
Cut grass along shoulders of road on county right of way	9/12/2018	Magnolia Lane
Graded Road(s)	9/12/2018	Bloody Bluff Road
Box drag	9/12/2018	Lighthouse Road
Box drag	9/12/2018	9th Street E
Graded Road(s)	9/12/2018	Sand Beach Road
Box drag	9/12/2018	Mill Road
Box drag	9/12/2018	Cape Street
Box drag	9/12/2018	Sybil Court
Graded Road(s)	9/12/2018	Tip Tucker Road

District 5**Work Performed:**

Box drag	9/12/2018	Sharol Court
Box drag	9/12/2018	5th Street E

0**Material HAUL From:**

	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
Ditch Dirt	9/4/2018	Ridge Road	36	0
Ditch Dirt	9/11/2018	Ridge Road	90	0
Ditch Dirt	9/12/2018	Ridge Road	54	0
Ditch Dirt	9/12/2018	Longwood Court	18	0

Ditch Dirt	TOTAL	198	0
-------------------	--------------	------------	----------

Litter	9/11/2018	Tourist Development Center	1	0
--------	-----------	----------------------------	---	---

Litter	TOTAL	1	0
---------------	--------------	----------	----------

Material HAUL To:

	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
Black Dirt	9/12/2018	Gardners Landing Road	54	0

Black Dirt	TOTAL	54	0
-------------------	--------------	-----------	----------

Dirty 89 Lime Rock	9/6/2018	Brick Yard Road	36	0
Dirty 89 Lime Rock	9/6/2018	Brick Yard Road	36	0
Dirty 89 Lime Rock	9/10/2018	Ridge Road	18	0
Dirty 89 Lime Rock	9/12/2018	Longwood Court	18	0

Dirty 89 Lime Rock	TOTAL	108	0
---------------------------	--------------	------------	----------

Milled Asphalt	8/30/2018	9th Street E	18	0
----------------	-----------	--------------	----	---

Milled Asphalt	9/10/2018	Bear Creek Rd	0.300000012	0
----------------	-----------	---------------	-------------	---

Milled Asphalt	TOTAL	18.30000001	0
-----------------------	--------------	--------------------	----------

Sand	9/6/2018	Brick Yard Road	18	0
Sand	9/6/2018	Brick Yard Road	18	0
Sand	9/12/2018	Longwood Court	18	0

Sand	TOTAL	54	0
-------------	--------------	-----------	----------



FRANKLIN COUNTY DEPARTMENT OF

Solid Waste & Recycling ❖ Animal Control ❖ Parks & Recreation

210 State Road 65
Eastpoint, Florida 32328

Tel.: 850-670-8167

Fax: 850-670-5716

Email: fcswd@fairpoint.net

DIRECTOR'S REPORT

DATE September 18, 2018

TIME: 9:00 A.M.

SUBJECT(S):

LEWIS & CLARK CIRCUS AT KENDRICK PARK IN CARRABELLE

FOR BOARD ACTION: Lewis & Clark is requesting the use of Will S. Kendrick Sports Complex on November 5, 2018 for a Circus event. **ACTION REQUESTED: Motion authorizing Lewis & Clark Circus to setup at Kendrick Park on November 5, 2018.**

FALL FESTIVAL AT D.W. WILSON SPORTS COMPLEX

FOR BOARD ACTION: Several local churches are requesting the use of D.W. Wilson Sports Complex on October 31, 2018 5:00p.m.-8:00p.m. for a Fall Festival. **ACTION REQUESTED: Motion authorizing local churches to setup at D.W. WILSON SPORTS COMPLEX on October 31, 2018.**

Right-of-Way Debris Pickup/Recycle Material Hauled August 27th – September 11th **FOR BOARD INFORMATION:**

August 27th – September 11th **RIGHT-OF-WAY DEBRIS PICKUP**

Apalachicola	Eastpoint	St George Island	Carrabelle	Lanark	Alligator Point
18.57 TONS	42.77 TONS	25.32 TONS	26.39 TONS	31.85 TONS	17.82 TONS

RECYCLE MATERIAL HAULED

	Apalachicola	Eastpoint	St George Island	Carrabelle	Lanark	Alligator Point	St James
Cardboard	4.07 TONS	7.65TONS	3.17 TONS	1.61 TONS	-0- TONS	-0- TONS	.36 TONS
Plastic,Paper, Glass, Aluminum	1.67 TONS	1.8 TONS	3.92 TONS	2.39 TONS	-0- TONS	-0- TONS	.82 TONS

REQUESTED ACTION: None



28 Airport Road
Apalachicola, Florida 32320
(850) 653-8977, Fax (850) 653-3643
Em3frank@fairpoint.net

Report to Board of County Commissioners

Date: September 18, 2018

Action Items:

1. Request the Boards opening and approval of Debris Removal and Disposal Services and Debris Monitoring Services.
2. Request the Boards approval for Review Committee of Pam Brownell, Tress Dameron, and Whitney Coles.
3. Request the Boards approval to pay the following invoices (also attached) from the Eastpoint Fire Victim's Fund:

<u>Date</u>	<u>Vendor</u>	<u>Amount</u>
08/29/18	Winsupply Eastpoint	\$1,950.80
09/07/18	Taylors Building Supply	\$136.26
TOTAL		\$2,087.06

Information Items:

1. Franklin County EOC Staff continue to promote our Re-Entry Tag program and encourage all residents to apply for their Re-Entry Tag.
2. EOC Staff worked in the Carrabelle Donations Center 9/11-9/13 organizing the donated items.
3. EOC Staff plans to start scheduling appointment for survivors to pick up donated items.
4. EOC staff is attending conference calls and closely monitoring the storms.

Pamela Brownell

Pamela Brownell
Director

From - WINSUPPLY EASTPOINT FL CO
143 US HIGHWAY 98
EASTPOINT, FL 32328-3312

To Reorder Dial: 850-670-4817
Fax: 850-670-1681

Sold To - FRANKLIN CO BD OF CO COMM
33 MARKET ST RM 203

Ship To - FRANKLIN CO BD OF CO COMM
143 US Highway 98

PACKING LIST

Date - 8/29/18
Page - 1
Time - 8.38.54
Customer No. - 000190

APALACHICOLA, FL 32320-2310
850-670-8640

Eastpoint, FL 32328-3312

Order No. - 008092-01

THANK YOU FOR YOUR BUSINESS.

Date Shipped - 8/28/18	Date Ordered - 8/28/18	Date Requested - 8/28/18	Date Printed - 8/29/18
Filled By -	Ordered By - LAMAR	Cust. Order # - ROAD DEPT	
Ship Via - WILL CALL	Salesman # - 010	Job Name - ROAD DEPT	
Freight - .00	Taken By - MLBYRD	Payment Terms - NET 25TH PROX	

Original Order	Shipped	In On B/O	Hold UM	Description/Stock Number	Line No.	Bin Location	Unit Price	Extended Price	Extended Freight Weight	No. of Class Packages
120	120			EA 18X30' SOLID N-12 PE PIPE END 18950030 18"X30'CULVERT 0674N18950030	1.0		13.5200	1.622.40		
30	30			EA 15X30' SOLID N-12 PE PIPE PE 15950030 CULVERT 0674N15950030	2.0		10.9467	328.40		

Subtotal---> 1,950.80
Order Total--> 1,950.80

END OF PACKING LIST

T&C: You agree that the sale of these products/services is subject to all of our standard terms and conditions of sale located at www.winsupplyinc.com/tcsale

Customer Signature: _____

** MATERIAL RECEIVED IN GOOD CONDITION **

Bill to Emergency Management
Fin

FCEM

Fiscal Year: 18
Grant: EPT EMERGENCY FIRE
Code To: 3
Apv. By: PB Date: 9-4-18
PAY AMOUNT: \$ 1950.80

Remit To:

Winsupply

OF EASTPOINT
WINSUPPLY EASTPOINT FL CO.
143 US HIGHWAY 98
EASTPOINT, FL 32328-3312

Page	Date Printed	Invoice No.
1	8/29/18	008092 01

To Reorder Contact Us At
Phone No. : (850) 670-4817
Fax No .. : (850) 670-1681 DB# 21

Sold To:

FRANKLIN CO BD OF CO COMM
33 MARKET ST RM 203
APALACHICOLA, FL 32320-2310

Ship To:

FRANKLIN CO BD OF CO COMM
143 US Highway 98
Eastpoint, FL 32328-3312
ROAD DEPT

Customer Number	Customer Purchase Order	Salesman	Type Shipment	Ship VIA	Date Shipped
00124-000190	ROAD DEPT	010-MONICA BYRD	Stock	WILL CALL	8/29/18

THANK YOU FOR YOUR ORDER!

Units Ordered	U/M	Item Description	Units Shipped	B/C	Price	Per	Discount	Extended	Tax
120	EA	18X30' SOLID N-12 PE PIPE	120		13.5200		.00	1,622.40	N
30	EA	END 18950030 18"X30'CULVERT	30		10.9467		.00	328.40	N
		15X30' SOLID N-12 PE PIPE							
		PE 15950030 CULVERT							

Save time & money. Sign up TODAY to receive invoices & statements by
email and make payments online - - GO TO: <https://my.winsupplyinc.com>

Terms: Monthly Service Charge May Be Applied To Past Due Accounts.
NET 25TH PROX

Pay full balance by 10/25/18

Tax Area ID:	Net Sales	
FL - 100370000	Freight	1,950.80
State Tax % .000	State Tax	.00
Local Tax % .000	Local Tax	.00
	Invoice Amount	1,950.80

Winsupply
OF EASTPOINT

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. For inquiries please call (850) 670-4817.

T&C: You agree that the sale of these products/services is subject to all of our standard terms and conditions of sale located at www.winsupplyinc.com/tcsale.

INVOICE# : Laser Invoice

*** RX Result Report ***

The following RX job is complete.

Job Number	5259
Address	
Name	
Start Time	09/14 11:38 AM
Call Length	00'58
Sheets	6
Result	OK

TAYLOR'S BUILDING SUPPLY
P. O. BOX 605
EASTPOINT, FL 32328
PHONE: (850) 670-8529

PAGE NO 1

CUST NO: 103622 JOB NO: 000 PURCHASE ORDER: REFERENCE:

TERMS: NET 10TH

CLERK: DLQ

DATE / TIME: 9/7/18 3:23

SOLD TO:

FRANKLIN COUNTY EMERGENCY
 MANAGEMENT
 34 FORBEST STREET SUITE 1
 APALACHICOLA FL 32320

SHIP TO:

TERMINAL: 551

SALESPERSON: 01 TAYLOR BUILDING SUPPLY
 TAX: 002 NON-TAXABLE SALES

INVOICE: 914326

LINE	SHIPPED	ORDERED	UM	SKU	DESCRIPTION	SUGG	UNITS	PRICE/ PER	EXTENSION
1	2	2	EA	709891	5/8"X50' MARINE HOSE		2	23.49 /EA	46.98 N
2	4	4	EA	416PP	BK-160 4X16X16" SOLID PIER PAD		4	5.95 /EA	23.80 N
3	1	1	EA	587575	25' EXTENSION CORD		1	42.99 /EA	42.99 N
4	1	1	EA	587362	RV-347B ADAPTR,CONVRSION		1	22.49 /EA	22.49 N

REPRINT

FCEM

Fiscal Year: 18
 Grant: EASTPOINT FIRE
 Code To: 0
 App. By: RB Date: 9-10-18
 PAY AMOUNT: \$ 136.26

SANDERS
19 SHULER ST

(TRESS)
 ** AMOUNT CHARGED TO STORE ACCOUNT **

TAXABLE 0.00
 NON-TAXABLE 136.26
 SUBTOTAL 136.26

136.26

TAX AMOUNT 0.00

TOTAL	136.26
--------------	---------------

TOT WT: 16.66

X [Signature]
 Received By

County Extension Activities September 5 – September 18, 2018

General Extension Activities:

- Assisted clientele with injured wildlife, yard weeds and grant funding sources.
- Participated in ACF Stakeholders Apalachicola Caucus and Executive Committee conference calls.
- Reviewed 50%-completion architectural plans for the Extension facility renovation and provided feedback for architect.
- Attended Friends of the Reserve Board of Directors meeting.
- Attended County Extension Director district meeting in Holmes County.

Sea Grant Extension:

- Participated in weekly conference calls to coordinate Sea turtle lighting project work on Dark Skies grant.
- Drafted proposal to present sea turtle lighting project work at 2019 Joint National Sustainability Summit & National Extension Energy Summit.
- Participated in Ocean Acidification webinar.
- Developed agenda for 3rd session of Master Naturalist Coastal Restoration class.

4-H Youth Development:

- Six 4-H Youth planning to attend Southern Teen Leadership conference in Tennessee this year.

Family Consumer Sciences:

- Family Nutrition Program (FNP) Assistant teaching scheduled programs in local schools.
- Participated in FNP Quality Improvement meeting with Faculty overseeing FNP grant statewide.

Agriculture/Horticulture:

- Planning continues for a workshop in Apalachicola with the cold-hardy citrus group in N. Florida to provide information about growing citrus in N. Florida and issues with citrus greening. The workshop will take place at the Armory on October 9 at 5:30 pm.
- Master Gardener program has begun at local library.

- Third Tuesday horticulture program conducted at Eastpoint Library branch by Wakulla Ag Faculty.

University of Florida's Institute of Food and Agricultural Sciences

Franklin County Educational Team

Erik Lovestrand, County Extension Director/Sea Grant Regional Specialized Agent

Michelle Huber, Office Manager/Program Assistant, Franklin County

Kayle Mears, Family Nutrition Program Assistant

Samantha Kennedy, Wakulla County Family and Consumer Sciences

Rachel Pienta, Ph.D., Wakulla County 4-H Youth Development

Scott Jackson, Sea Grant/Agriculture/Technology, Regional Specialized Agent Bay County

Melanie G. Taylor, Gulf County 4-H/Family and Consumer Sciences

Ray Bodrey, Gulf County CED/Agriculture/Horticulture/Sea Grant

Heather Kent, 4-H Regional Specialized Agent

Les Harrison, Wakulla County CED/Agriculture/Small Farms/Horticulture

John Wells, Northwest Extension District Information Technology Expert

Pete Vergot III, Ph.D., Northwest District Extension Director

The Foundation for The Gator Nation

An Equal Opportunity Institution

Action Item: Request the approval of the BOCC to allow LA Doors to install the necessary handicap closure with push pods to the Carrabelle branch entrance to provide ADA compliance. The installation will require additional electrical work by Cates Electric who will run the electrical to connect the power and install an inside switch to control the power when the doors are locked, this keeps the motor on the closure from being engaged when the doors are locked. Quotes include: \$2849 LA Doors, \$250 for Cates Electric, Total estimated \$3099. This request was discussed with Michael Moron and he referred me to contact Shane to schedule an appropriate installer to provide the quotes and service.

Updates (General):

- Master Gardening program began September 4. MG is a 12 month program, including 15 weeks classroom and garden training.
- Carrabelle branch hours of operation returned to Monday – Friday, 9-6 and Saturday 10-2, effective Monday September 17.
- Employment offer accepted for the Eastpoint branch, waiting on drug screening results.
- September is Library Card Sign-up Month. Library cards are free for Franklin County residents with proof of residency (DL, photo Id card, Passport with photo)

Ongoing / Upcoming:

- Kids Event, Grades K-8: Talk Like a Pirate Day, September 19, Both branches at 4:00, Kids can come dressed as a pirate, there will be games and snacks
- Adult Gardening Program: October Topic, Patio Plants & Container Gardening
- Basics of Better Living Programs: October Topic, Refrigerator Pickles & Freezer Jams
- Eastpoint: Teen Book Club, monthly for grades 6 – 12
- Eastpoint STEAM (ages 8-14), Thursday's at 4:00 (new time), started Sept 6, attendance = 9
- Carrabelle STEAM (ages 8-14) NEW, Thursdays at 4:00, started Sept 6, attendance = 7
- Anime Club (ages 5th – 12th grade) – style of hand drawn & computer animation most commonly associated with Japan (i.e. Pokémon). Monthly, 2nd Wednesdays at 4:00 at the Eastpoint branch, started Sept. 12, attendance = 10
- Kids Event, Grades K-8: Talk Like a Pirate Day, September 19, Both branches at 4:00, Kids can come dressed as a pirate, there will be games and crafts

Monthly Adult Calendar of Events:

- Eastpoint Book Chat: Monthly, 1st Tuesday at 1:30 (next meeting, September 4)
- Carrabelle Book Social: Monthly, 2nd Thursday at 4:30 (next meeting September 13)
- Carrabelle Yoga: Instructional, Monday's at 4:00, Video – Tuesday, Wednesday, & Friday at 4:00
- Eastpoint Yin Yoga: Tuesdays at 3:30, Monthly 1st & 3rd Friday's at 11:00
- Eastpoint Writer's Forum: Monthly, 3rd Wednesday's at 1:00 (next meeting, September 19)

QUOTE

L.A. DOORS, LLC

550 HICKORY STREET, MONTICELLO, FL 32344

PHONE: (850) 508-2472 EMAIL: LWILLIAMS.LADOORSLLC@GMAIL.COM

August 30, 2018

FOR: Franklin County Public Library

Install:

Handicap closure with remote push pods

Parts \$2,169.00

Labor \$ 680.00

Total Quote: \$2,849.00

Install to be completed by L.A. Doors

Electric to be done by others.

Thank you for your business!

Good morning Michael, I will be attending next Tuesday's BOCC 10/18 meeting. I have outlined what will be in my report below:

- Current Airport Projects Overview
- **Airport remarking proposal from HI-LITE (JPA is signed, need signature of the attached proposal to start work) **Action item**
- Centric Aviation lease discussion
- John Bone lease discussion
- **Airport Manager yearly stipend increase as a result of the FDOT decision not to reimburse county of grant admin fees. **Action Item**

Thanks!

Jason Puckett
229-379-6228



Proposal

Franklin County

Attn: Jason Puckett
Project County: Franklin
City/State: Apalachicola, FL

Bid Date: 08/22/18
Proposal #: 17-13386-P
Project Reference: Apalachicola Mold Removal & Painting
Completion Date:
Phone: (229) 379-6228
Fax:

Item#	Description	Qty	Unit	\$ / Unit	Price
IQC-200-1-1	Independent Q.C. for Airport Pvmnt. Marking Construction	459804	SF	\$ 0.04	\$ 18,392.16
P-101-5-2	Surface Preparation, Cleaning of existing markings	229773.5	SF	\$ 0.00	\$ 0.00
P-101-5-2-3	Surface Preparation – (>20,000 sq.ft)	2230548	SF	\$ 0.04	\$ 89,221.92
P-101-5-4	Paint Removal (Waterblasting)	10848.5	SF	\$ 1.60	\$ 17,357.60
P-620-1-1-3	Runway/Taxiway Painting – White (>20,000 sq.ft)	156285.5	SF	\$ 0.19	\$ 29,694.245
P-620-1-2-2	Runway/Taxiway Painting – Yellow (5,001-20,000 sq.ft)	16113	SF	\$ 0.11	\$ 1,772.43
P-620-1-3-3	Runway/Taxiway Painting – Black (>20,000 sq.ft)	61703.5	SF	\$ 0.18	\$ 11,106.63
P-620-2-1	Reflective Media – (Type I)	172398.5	SF	\$ 0.30	\$ 51,719.55
P-620-2-2	Reflective Media – (Type III)	5120	SF	\$ 0.55	\$ 2,816.00
P-620-3-1-1	Paint Enhancements – Biocide Additive	172398.5	SF	\$ 0.10	\$ 17,239.85
S-105-1-1	Mobilization (Cost shall include all mobilization costs, cost of salaries, overhead, fringe benefits, operating margin, expenses and travel expenses)	2705272	SF	\$ 0.10	\$ 270,527.20
Total:					\$ 509,847.585

Project Description:
Clean & Paint RW 14-32, RW 6-24, RW 18-36

HI-LITE AIRFIELD SERVICES, LLC
200 Cumberland Park Dr
St. Augustine, FL 32095
(904) 429-0990
www.hi-lite.com



Clean & Paint all Taxiway Markings

10ft shift on RW 24 Approach

Mold Removal on RW 14-32 (5,425*150)

Mold Removal on RW 6-24 (5,251*150)

Mold Removal on RW 18-36 (5,271*150)

All RW Hold Position Markings Have Type III Beads, All Other Yellow and White Markings Have Type I Beads.

Remarks:

Pricing per FDOT State Contract BE-497. Price based on project starting November 1st 2018.

Price Includes:

(1) Mobilization for Mold Removal & Painting.

Airport owner to provide adequate on site water supply

Airport owner to provide disposal of debris.

Note: This Quote/Proposal is Only Valid in its Entirety And Prices Are Valid for (30) Days. If you need further information please contact: Brian Garratt, Regional Business Director

brian.garratt@hi-lite.com

414-416-4703

We Propose Hereby To Furnish Material and Labor in Accordance with Above Specifications For the Above Sum. Prices May Vary Slightly to Suit your Project's Particular Needs Such as Number of Mobilizations and Traffic Control. Acceptance Of This Proposal Is Only Valid in its Entirety. Note: This Proposal is Valid for 90 Days.

Date: 8/22/2018

Signature: _____

Brian Garratt
Brian Garratt, Regional Business Director

Acceptance Of Proposal – The Above Prices, Specifications and Conditions Are Satisfactory and Hereby Accepted. You Are Authorized To Do The Work As Specified.

Date: _____ Signature: _____

**FRANKLIN COUNTY
PROCLAMATION**

Declaring October 2018 As Domestic Violence Awareness Month

WHEREAS, domestic violence is epidemic in our nation, state and county, resulting in thousands of battered victims, traumatized children and broken families each year, crossing all economic, racial and social barriers; and

WHEREAS, the children in violent homes are also in danger of victimization and are more likely to succumb to drug abuse, truancy, and emotional disturbances, and are likely to exhibit violent and unlawful behavior in later life than children raised in abuse free homes; and

WHEREAS, domestic violence is both a violation of an individual's privacy, security and humanity, and is a crime which impacts society as a whole, then we conclude that perpetrators of domestic violence must be held accountable for their actions; and

NOW THEREFORE, I, Joseph A. Parrish, by the authority vested in me as The Chairman of Franklin County Board of County Commissioners, do hereby declare the month of October 2018 as

Domestic Violence Awareness Month

in the County of Franklin and ask all our citizens to join together to declare the County of Franklin a Zero Tolerance Zone for domestic violence. Further we ask our citizens to work with established agencies, and as individuals, to provide women and children the safety which should be theirs by right.

In witness whereof, I have set my hand and caused the seal of this county to be affixed.

Passed and adopted this 18th day of September 2018.

BY: _____
Joseph A. Parrish, Chairman

ATTEST:

Marcia M. Johnson, Clerk of Court

**FRANKLIN COUNTY
PROCLAMATION**

FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS

WHEREAS, since the earliest days of our Nation, Franklin County's men and women have answered the call to duty. In each of our Country's conflicts, our prisoners of war have endured extreme hardships and have been required to make great sacrifices. But even when facing the most extreme adversity, they have proudly defended American ideals. Their burden has been magnified when they were subject to mistreatment, torture, or death in violation of fundamental moral standards and international codes of conduct.

WHEREAS, our County is also acutely aware of the deep suffering experienced by the families of our servicemen held captive or missing in action. These families have faced a haunting uncertainty and awesome silence that tear at their hearts and earns the deep esteem of their countrymen.

WHEREAS, American P.O.W.'s and M.I.A.'s are heroes who have gone beyond courage and beyond duty to an honored place in the souls of their fellow Americans. They symbolize the kind of singular sacrifice and devotion that has repeatedly proven instrumental in shaping our Nation's destiny. This County will never forget nor fail to honor those who have so courageously garnered our highest regard.

WHEREAS, we shall continue to remember our missing servicemen. Our County must never forget them. Resolution of their fate is, and will remain, a matter of the highest priority.

NOW, THEREFORE, the Board of County Commissioners of Franklin County, Florida, do hereby proclaim September 21, 2018 and subsequent third Fridays of September as P.O.W.-M.I.A. Recognition Day, a day dedicated to all former American prisoners of war, to those still missing, and to their families. we call on all County residents to join in honoring those who have been held captive in war and their loved ones.

This **PROCLAMATION** adopted this 18th day of September 2018.

BY: _____

Joseph A. Parrish, Chairman

ATTEST:

Marcia M. Johnson, Clerk of Court



MEMO

TO: Board of County Commissioners
FROM: Franklin County TDC
DATE: September 18, 2018
SUBJECT: FCTDC Report

Collections:

I provided you the most recent collections report at your meeting on September 4. We have received recent data from Visit Florida that indicates visitors are up statewide a little over 5% to date, so our local numbers at 8.8% are exceeding statewide results.

TDC Vendor Contracts:

At your August meeting you approved the recommendation from the TDC Board of the selection of Vendors to conduct our promotional activities. At that meeting you referred the contracts to the TDC to negotiate the compensation for each vendor. We met with each Vendor and, as expected received a variety of requests. Vendor services over the last ten years have remained static for the core services provided to the TDC. In many areas our compensation is significantly below standards for the industry. The TDC attempted to negotiate rates that would be more in keeping with service costs elsewhere and at the same time in most cases keep the costs within reason with the availability of funds and other local cost expectations. We are presenting to you the contracts for each of the Vendors including the negotiated rates. These contracts include services from:

- Bay Media
- 2 K Web Group
- Forgotten Coast TV
- Oyster Radio

All of these contracts begin on October 1. Each has been reviewed by the County Attorney. The TDC recommends approval.

Statewide Activities and Initiatives:

We don't report often on TDC activities relating to our collaboration with regional and statewide groups. There have been a number of initiatives with which we have participated over the last few months that are of particular interest.

Riverways South: We have been a member and participant with the Riverways South Group over the last several years as Board and Executive Committee members. This group is a multi-county collaboration in north Florida that includes: Gadsden, Jackson, Washington, Bay, Walton, Calhoun, Holmes and Gulf Counties for the purpose of promoting rural north Florida. Recently the group has revised their mission and name in a broader direction entitled "Explore Northwest Florida". We continue to work with the group as a vehicle to build on our historical and adventure brand activities. We will be co-hosting a Travel Writer Familiarization Tour with the group on October 30 and 31st.

US 98 Corridor: We have been working over the last couple of years to identify a corridor and travel route along US 98 from Dixie County to Gulf County. Through our partnership with the Apalachee Regional Planning Council we recently received approval from Florida's Department of Economic Opportunity to fund the second phase of the planning effort that will add three additional counties (Wakulla, Jefferson and Gulf) to the original three counties (Franklin, Taylor and Dixie) to round out the route. In addition, we have received substantial assistance toward implementing a marketing strategy for the project from Visit Florida.

Northwest Florida TDC Coordinating Council: During the BP Oil Spill crisis, we were participants with the seven other "impacted" counties in an effort to bring state dollars to the area to help mitigate the impact of the Spill on the local tourism industry. This coordination provided \$2.5 million to Franklin County tourism efforts in 2012 and 13.

The Coordinating Council has continued to provide a mechanism for the eight counties (all coastal communities including: Wakulla, Franklin, Gulf, Bay, Walton, Santa Rosa, Escambia, and Okaloosa) to collaborate and issues of joint interest. Currently the group, with Visit Florida as the lead is working on a branding and marketing effort for the coastal areas. In addition to the marketing activities that each of the counties and Visit Florida bring to the effort, Visit Florida has stimulated an effort to utilize a section in the Triumph legislation that allows applications to be submitted by the counties and Visit Florida for promotional activities.

Meetings:

- Next TDC Board Meeting: **October 10, 2018 at 2:00 P.M. at the EPVC.**

**BAY MEDIA SCOPE OF SERVICES CONTRACT FOR SERVICE
OCTOBER 1, 2018 to SEPTEMBER 30, 2020**

Bay Media of Apalachicola will provide the following marketing services to the Franklin County Tourist Development Council for 24 months (October 1, 2018 to September 30, 2020) for a rate of \$2,500 per month.

Core Services:

E-Newsletter/Press Release Service: - Research, write, produce and distribute monthly e-newsletter to database of media and visitor signups. Service includes reformatting appropriate articles and re-releasing as news releases.

Coastline Insert: Bay Media will produce content material for the monthly Coastline insert.

Media Database Service: - Bay Media to continually research and coordinate with the TDC administrative office in the expansion and use of the media database and mailing list.

Media relations – coordinate media requests for information/photography/content.

Advertising Support: - Develop and help implement TDC-sponsored print and vendor related banner advertising campaigns whether it be institutional or event based as instructed by board.

Design Service: - Create and implement miscellaneous design service as needed to implement marketing goals. These services will include the negotiation and signing of agreed upon insertion orders to facilitate media outlet payment.

Small Event Grant Marketing Support: - As directed, provide small event grant recipients with consistent digital and traditional marketing materials that may be used in marketing of area events. In addition, Bay Media will work with grant recipients to help create and disseminate appropriate written promotional material through the monthly newsletter.

Attendance at Meetings: Bay Media will attend monthly TDC Board meetings for the purpose of updating the TDC Board on marketing activities. In addition, Bay Media will attend scheduled Marketing Committee and a minimum of six (6) Marketing Vendor Planning meetings during the year.

Provide assistance to 2KWebgroup in the maintenance of the schedule of events module included on the TDC Web Site.

Additional Services:

In instances where media outlets do not provide production services, or when TDC production requests exceed media outlet willingness or capability including web based banner advertising and Trip Advisor content management, Bay Media will be compensated at a rate up to 14% of the cost of the advertising campaign for production services required. Campaign ads and production service payment requests will be accompanied by the signed insertion order, copy of the print proof and media outlet invoice.

Create topic-based content for use as press releases and as requested topic content for publications, and for travel websites as blog content for the TDC website. Includes creating and provide timely event content to Visit Florida marketing calendar and marketing team for Statewide distribution. Billable at a rate of \$65 per hour not to exceed \$12,000.

Visitor Guide Production: Make revisions as necessary for the publication of the 2018-19 Visitor Guide. Billable at the rate of \$65 per hour not to exceed \$ 5,000.

Cynthia Clark, Bay Media

Date

Curt Blair, Administrator, FCTDC

Date

Joseph Smokey Parrish, Chair, FCBOCC

Date



SPONSORSHIP CONTRACT

To: Franklin County Tourist Development Council

RE: 2018/2019 Contract

PROGRAMS: Franklin County TDC Programs and PSAs.

Estimated Start Date: 10-1-2018

End Date: 9-30-2020

*Note: All TDC programs and PSAs rotate in the TDC timeslots on FCTV and in other parts of FCTV's TV schedule. At the rate of \$2,100 per month for twenty-four months, FCTV will provide the following services:

Core Services:

FCTV will provide the FCTDC a total two hours per day on FCTV for a 24-month period for the cost of \$2,100 per month. Contract period October 1, 2018 through September 30, 2020. Franklin County owns complete rights to the finished 30-minute shows and PSAs. FCTV retains rights to all raw footage.

A FCTV representative will be present at all TDC Board and Committee meetings where video and TV production discussion is scheduled. In addition a FCTV representative will attend a minimum of six (6) Marketing Vendor Planning meetings during the year.

Additional Services:

TV and Video Production Services:

Forgotten Coast TV will provide Video Production Services as requested by the TDC and in accordance with budget provisions in standard 15, 30, 60 and 120 second format for specified advertising campaign. Services will include transmitting videos to media outlets in their required format. Rate for production of one set will not exceed \$150 or such amount as may be established from time to time by the TDC Board.

Forgotten Coast TV will prepare additional videos of Franklin County areas, tourism venues and activities as requested by the TDC. Said video production will include audio, visual, and production staging, voice over and actors as needed. Compensation will be negotiated and approved by the TDC Board in advance. All videos will bear the TDC logo and "sponsored by" references. Payment will be made upon TDC Board approval of the finished product.

Payments will be processed upon receipt of required documentation. All requests for payment must include a copy of an invoice identifying the produced video, and a digital hardcopy of the video. In addition, videos will be uploaded to the TDC Drop Box

Royce Rolstad, President, FCTV

Date

Cheryl Sanders, Chair, FCTDC

Date

Joseph Smokey Parrish, Chair, FCBOCC

Date



Radio advertising agreement for Franklin County Tourist Development Council

This agreement is for radio and on-line advertising for the Franklin County Tourist Development Council for 24 months beginning October 1st, 2018 and ending September 30th, 2020

The advertising package includes:

1) Five thirty-second radio spots daily.

One commercials will air during the mornings 8a -11am

Two commercials will air during the afternoon 12p-5p

One commercial will air during our daily "Beach Blast" program between 5PM and 630 PM.

One commercial will air during our "Oyster Radio after dark" program between 8 PM and midnight.

We will also provide one free commercial overnight between 12a and 6a.

The TDC will also have sponsorship of the Florida Radio News Broadcast at 7 PM.

TDC can run up to 9 separate commercials at a time and they can be changed on demand.

On-line advertising includes one 30 second commercial as a lead-in for the Oyster radio stream. The stream allows us to carry only one commercial at a time, but it can be changed on a regular basis to reflect TDC activities.

Oyster Radio will provide TDC with a weekly post on the Oyster Radio facebook page. The posts can include TDC information, event information, the TDC monthly newsletter and links to the TDC website. We currently have 13,832 followers on facebook and add more daily.

Monthly price of the advertising package is 1000.00 monthly.

Total cost for contract is 24,000.00.

Thank you for working with us.

Michael Allen

Date

Cheryl Sanders

Date

Joseph “Smokey” Parrish, Chair FCBOCC

Date

Internet Marketing Scope of Work 2018-2020 Franklin County Tourist Development Council

Coastal E Solutions, LLC dba 2K Web Group shall provide the following core internet marketing services to Franklin County Tourist Development Council for a term of 24 months (October 1, 2018 to September 30, 2020) for a fee of \$2,500 per month.

Core Services

- Website Maintenance
Adding, deleting and editing all provided website content. Add board and committee meeting agendas, minutes, reports and other materials as requested. Add new businesses as requested. Maintain accommodation companies' special offers as requested by the accommodation companies. Add/delete grant recipient events. Approve appropriate county events to be included on website. Add new pages to website as needed.
- Enhanced Tracking
Collaborate with FCTDC staff and vendors to provide unique URLs for all advertising mediums and sources for efficient tracking. Reporting provided at FCTDC meetings will list all unique URLs created.
- Meetings & Reporting
2K will attend FCTDC's council, marketing committee and vendor meetings. At each council meeting 2K will present a status report on the development of current projects, provide prior month's website traffic, digital ad campaign progress, search engine keywords and social media channel statistics. Once annually 2K will provide a written annual report outlining the year's accomplishments and future goals.

2K Web Group shall provide the following additional internet marketing services to be billed separately from the core services for a term of 24 months (October 1, 2018 to September 30, 2020).

Additional Services

- Market Research and Digital Strategy
Once annually complete in-depth research and prepare a comprehensive digital strategy document that outlines the annual objective of digital marketing efforts, target audience, geographic markets, digital media spending plan, potential partnerships, KPIs and campaign calendar. Provide on-going monthly optimization of digital strategy and implement revisions. This service will be provided at the rate of \$65 per hour not to exceed \$6,000 annually.
- Search Engine Optimization
Conduct keyword research and create SEO objectives for top 25 keywords. Provide all necessary services to increase rankings of keywords. Implement program to increase search rankings for each listed keyword, which may include adding pages, editing content, link building and adding keyword rich search specific content. This service will be provided at the rate of \$65 per hour not to exceed \$8,500 annually.
- Social Media Management
Create social media marketing plan that integrates into the overall digital strategy. Execution of plan to include planning, posting, engagement and outreach on existing FCTDC social media channels. This service will be provided for \$2,210 per month.
- Pay Per Click
Setup, production and management of paid advertising campaigns on all designated digital platforms in amounts established by the FCTDC. 2K will charge a 14% production fee per month for all paid advertising campaign production and management. Paid internet advertising platforms include Google, Bing, Yahoo, Facebook, Twitter, Instagram and Pinterest.

Internet Marketing Scope of Work 2018-2020 Franklin County Tourist Development Council

Upon execution of this Scope of Work, the outlined services on page 1 will begin October 1, 2018 and continue until September 20, 2020.

Tana Kendrick
Coastal E Solutions, LLC
dba 2K Web Group

Date

Curt Blair, Administrator
Franklin County Tourist Development Council

Date

Joseph Parrish, Chair
Franklin County Board of County Commissioners

Date

Mission:

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



Rick Scott
Governor

Celeste Philip, MD, MPH
Surgeon General and Secretary

Vision: To be the Healthiest State in the Nation

August 21, 2018

Joseph 'Smokey' Parrish, Chairman
Franklin County Board of County Commissioners
33 Market Street, Suite 203
Apalachicola, FL 32320

Dear Chairman,

Enclosed is one original of the 2018-2019 Core Contract between the Florida Department of Health in Franklin County and the Franklin County Board of County Commissioners.

These documents are submitted for your recordkeeping. I have enclosed three additional signature pages for execution to be returned to me for submission to Florida Department of Health state office following Board approval. I will return a fully executed original to the Board.

If you have any questions, please call me at (850) 227-4145.

Respectfully,

A handwritten signature in black ink, appearing to read "S. Martin".

Sandy K. Martin
Sr. Public Health Services Manager

Enclosures

cc: Sarah Hinds, Administrator, Florida Department of Health in Franklin County

ATTACHMENT I
FRANKLIN COUNTY HEALTH DEPARTMENT
PROGRAM SPECIFIC REPORTING REQUIREMENTS AND PROGRAMS REQUIRING
COMPLIANCE WITH THE PROVISIONS OF SPECIFIC MANUALS

Some health services must comply with specific program and reporting requirements in addition to the Personal Health Coding Pamphlet (DHP 50-20), Environmental Health Coding Pamphlet (DHP 50-21) and FLAIR requirements because of federal or state law, regulation or rule. If a county health department is funded to provide one of these services, it must comply with the special reporting requirements for that service. The services and the reporting requirements are listed below:

<u>Service</u>	<u>Requirement</u>
1. Sexually Transmitted Disease Program	Requirements as specified in F.A.C. 64D-3, F.S. 381 and F.S. 384.
2. Dental Health	Periodic financial and programmatic reports as specified by the program office.
3. Special Supplemental Nutrition Program for Women, Infants and Children (including the WIC Breastfeeding Peer Counseling Program)	Service documentation and monthly financial reports as specified in DHM 150-24* and all federal, state and county requirements detailed in program manuals and published procedures.
4. Healthy Start/ Improved Pregnancy Outcome	Requirements as specified in the 2007 Healthy Start Standards and Guidelines and as specified by the Healthy Start Coalitions in contract with each county health department.
5. Family Planning	Requirements as specified in Public Law 91-572, 42 U.S.C. 300, et seq., 42 CFR part 59, subpart A, 45 CFR parts 74 & 92, 2 CFR 215 (OMB Circular A-110) OMB Circular A-102, F.S. 381.0051, F.A.C. 64F-7, F.A.C. 64F-16, and F.A.C. 64F-19. Requirements and Guidance as specified in the Program Requirements for Title X Funded Family Planning Projects (Title X Requirements)(2014) and the Providing Quality Family Planning Services (QFP): Recommendations of CDC and the U.S. Office of Population Affairs published on the Office of Population Affairs website. Programmatic annual reports as specified by the program office as specified in the annual programmatic Scope of Work for Family Planning and Maternal Child Health Services, including the Family Planning Annual Report (FPAR), and other minimum guidelines as specified by the Policy Web Technical Assistance Guidelines.
6. Immunization	Periodic reports as specified by the department pertaining to immunization levels in kindergarten and/or seventh grade pursuant to instructions contained in the Immunization Guidelines-Florida Schools, Childcare Facilities and Family Daycare Homes (DH Form 150-615) and Rule 64D-3.046, F.A.C. In addition, periodic reports as specified by the department pertaining to the surveillance/investigation of reportable vaccine-preventable diseases, adverse events, vaccine accountability, and assessment of immunization

- | | |
|--|--|
| | levels as documented in Florida SHOTS and supported by CHD Guidebook policies and technical assistance guidance. |
| 7. Environmental Health | Requirements as specified in Environmental Health Programs Manual 150-4* and DHP 50-21* |
| 8. HIV/AIDS Program | <p>Requirements as specified in F.S. 384.25 and F.A.C. 64D-3.030 and 64D-3.031. Case reporting should be on Adult HIV/AIDS Confidential Case Report CDC Form DH2139 and Pediatric HIV/AIDS Confidential Case Report CDC Form DH2140.</p> <p>Requirements as specified in F.A.C. 64D-2 and 64D-3, F.S. 381 and F.S. 384. Socio-demographic and risk data on persons tested for HIV in CHD clinics should be reported on Lab Request DH Form 1628 in accordance with the Forms Instruction Guide.</p> <p>Requirements for the HIV/AIDS Patient Care programs are found in the Patient Care Contract Administrative Guidelines.</p> |
| 9. School Health Services | Requirements as specified in the Florida School Health Administrative Guidelines (May 2012). Requirements as specified in F.S. 381.0056, F.S. 381.0057, F.S. 402.3026 and F.A.C. 64F-6. |
| 10. Tuberculosis | Tuberculosis Program Requirements as specified in F.A.C. 64D-3 and F.S. 392. |
| 11. General Communicable Disease Control | Carry out surveillance for reportable communicable and other acute diseases, detect outbreaks, respond to individual cases of reportable diseases, investigate outbreaks, and carry out communication and quality assurance functions, as specified in F.A.C. 64D-3, F.S. 381, F.S. 384 and the CHD Epidemiology Guide to Surveillance and Investigations. |
| 12. Refugee Health Program | Programmatic and financial requirements as specified by the program office. |

*or the subsequent replacement if adopted during the contract period.

ATTACHMENT II

FRANKLIN COUNTY HEALTH DEPARTMENT

PART I. PLANNED USE OF COUNTY HEALTH DEPARTMENT TRUST FUND BALANCES

	Estimated State Share of CHD Trust Fund Balance	Estimated County Share of CHD Trust Fund Balance	Total
1. CHD Trust Fund Ending Balance 09/30/18	63311	210053	273364
2. Drawdown for Contract Year October 1, 2018 to September 30, 2019	-63311	19834	-43477
3. Special Capital Project use for Contract Year October 1, 2018 to September 30, 2019	0	0	0
4. Balance Reserved for Contingency Fund October 1, 2018 to September 30, 2019	0	229887	229887

Special Capital Projects are new construction or renovation projects and new furniture or equipment associated with these projects, and mobile health vans.

ATTACHMENT II

FRANKLIN COUNTY HEALTH DEPARTMENT

Part II, Sources of Contributions to County Health Department

October 1, 2018 to September 30, 2019

	State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contribution	Total
1. GENERAL REVENUE - STATE					
015040 CHD - TB COMMUNITY PROGRAM	3,000	0	3,000	0	3,000
015040 FAMILY PLANNING GENERAL REVENUE	18,114	0	18,114	0	18,114
015040 PRIMARY CARE PROGRAM	112,960	0	112,960	0	112,960
015040 RACIAL & ETHNIC DISPARITIES - CHD EXPENSES	125,000	0	125,000	0	125,000
015040 SCHOOL HEALTH SERVICES - GENERAL REVENUE	70,786	0	70,786	0	70,786
015050 CHD GENERAL REVENUE NON-CATEGORICAL	371,434	0	371,434	0	371,434
GENERAL REVENUE TOTAL	701,294	0	701,294	0	701,294
2. NON GENERAL REVENUE - STATE					
015010 ENVIRONMENTAL BIOMEDICAL WASTE PROGRAM	1,557	0	1,557	0	1,557
015010 TOBACCO STATE AND COMMUNITY INTERVENTIONS	112,939	0	112,939	0	112,939
NON GENERAL REVENUE TOTAL	114,496	0	114,496	0	114,496
3. FEDERAL FUNDS - STATE					
007000 COASTAL BEACH WATER QUALITY MONITORING	9,277	0	9,277	0	9,277
007000 COMPREHENSIVE COMMUNITY CARDIO - PHBG	50,991	0	50,991	0	50,991
007000 CMS-MCH PURCHASED CLIENT SERVICES	12,323	0	12,323	0	12,323
007000 FAMILY PLANNING TITLE X - GRANT	34,084	0	34,084	0	34,084
007000 IMMUNIZATION ACTION PLAN	7,119	0	7,119	0	7,119
007000 MCH SPECIAL PRJCT UNPLANNED PREGNANCY	6,073	0	6,073	0	6,073
007000 BASE COMMUNITY PREPAREDNESS CAPABILITY	70,719	0	70,719	0	70,719
015075 SUPPLEMENTAL SCHOOL HEALTH	143,629	0	143,629	0	143,629
FEDERAL FUNDS TOTAL	334,215	0	334,215	0	334,215
4. FEES ASSESSED BY STATE OR FEDERAL RULES - STATE					
001020 CHD STATEWIDE ENVIRONMENTAL FEES	12,818	0	12,818	0	12,818
001092 CHD STATEWIDE ENVIRONMENTAL FEES	100,551	0	100,551	0	100,551
001206 ON SITE SEWAGE DISPOSAL PERMIT FEES	9,000	0	9,000	0	9,000
001206 SANITATION CERTIFICATES (FOOD INSPECTION)	427	0	427	0	427
001206 SEPTIC TANK RESEARCH SURCHARGE	400	0	400	0	400
001206 PUBLIC SWIMMING POOL PERMIT FEES-10% HQ TRANSFER	675	0	675	0	675
001206 DRINKING WATER PROGRAM OPERATIONS	36	0	36	0	36
001206 ONSITE SEWAGE TRAINING CENTER	500	0	500	0	500
001206 TATTO PROGRAM ENVIRONMENTAL HEALTH	26	0	26	0	26
001206 MOBILE HOME & RV PARK FEES	300	0	300	0	300
FEES ASSESSED BY STATE OR FEDERAL RULES TOTAL	124,733	0	124,733	0	124,733
5. OTHER CASH CONTRIBUTIONS - STATE:					
	0	0	0	0	0
090001 DRAW DOWN FROM PUBLIC HEALTH UNIT	63,311	0	63,311	0	63,311
OTHER CASH CONTRIBUTION TOTAL	63,311	0	63,311	0	63,311
6. MEDICAID - STATE/COUNTY:					
001057 CHD CLINIC FEES	0	32,420	32,420	0	32,420

ATTACHMENT II

FRANKLIN COUNTY HEALTH DEPARTMENT

Part II: Sources of Contributions to County Health Department

October 1, 2018 to September 30, 2019

	State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contribution	Total
001148 CHD CLINIC FEES	0	53,519	53,519	0	53,519
MEDICAID TOTAL	0	85,939	85,939	0	85,939
7. ALLOCABLE REVENUE - STATE:					
031005 COASTAL BEACH QUALITY MONITORING	1,879	0	1,879	0	1,879
ALLOCABLE REVENUE TOTAL	1,879	0	1,879	0	1,879
8. OTHER STATE CONTRIBUTIONS NOT IN CHD TRUST FUND - STATE					
ADAP	0	0	0	0	0
PHARMACY DRUG PROGRAM	0	0	0	7,979	7,979
WIC PROGRAM	0	0	0	162,941	162,941
BUREAU OF PUBLIC HEALTH LABORATORIES	0	0	0	1,451	1,451
IMMUNIZATIONS	0	0	0	126,370	126,370
OTHER STATE CONTRIBUTIONS TOTAL	0	0	0	298,741	298,741
9. DIRECT LOCAL CONTRIBUTIONS - BCC/TAX DISTRICT					
008005 CHD LOCAL REVENUE & EXPENDITURES	0	49,000	49,000	0	49,000
DIRECT COUNTY CONTRIBUTIONS TOTAL	0	49,000	49,000	0	49,000
10. FEES AUTHORIZED BY COUNTY ORDINANCE OR RESOLUTION - COUNTY					
001077 INFANT CAR SEAT PROGRAM	0	1,200	1,200	0	1,200
001077 CHD CLINIC FEES	0	14,485	14,485	0	14,485
001094 CHD LOCAL ENVIRONMENTAL FEES	0	91,966	91,966	0	91,966
001110 VITAL STATISTICS CERTIFIED RECORDS	0	5,682	5,682	0	5,682
FEES AUTHORIZED BY COUNTY TOTAL	0	113,333	113,333	0	113,333
11. OTHER CASH AND LOCAL CONTRIBUTIONS - COUNTY					
001029 CHD CLINIC FEES	0	28,851	28,851	0	28,851
001090 CHD CLINIC FEES	0	4,000	4,000	0	4,000
005000 CHD LOCAL REVENUE & EXPENDITURES	0	1,500	1,500	0	1,500
008050 SCHOOL HEALTH CLINICS FUNDED BY SCHOOL BOARD	0	15,000	15,000	0	15,000
010400 CHD SALE OF SERVICES IN OR OUTSIDE OF STATE GOVT	0	5,203	5,203	0	5,203
011000 HEALTHY FAMILIES FLORIDA	0	403,891	403,891	0	403,891
011001 CHD HEALTHY START COALITION CONTRACT	0	120,000	120,000	0	120,000
011001 HEALTHY START MEDIPASS WAIVER - COALITION TO CHD	0	51,000	51,000	0	51,000
090002 DRAW DOWN FROM PUBLIC HEALTH UNIT	0	-19,834	-19,834	0	-19,834
OTHER CASH AND LOCAL CONTRIBUTIONS TOTAL	0	609,611	609,611	0	609,611
12. ALLOCABLE REVENUE - COUNTY					
031005 COASTAL BEACH QUALITY MONITORING	0	1,879	1,879	0	1,879
COUNTY ALLOCABLE REVENUE TOTAL	0	1,879	1,879	0	1,879
13. BUILDINGS - COUNTY					
ANNUAL RENTAL EQUIVALENT VALUE	0	0	0	0	0
OTHER (Specify)	0	0	0	0	0
UTILITIES	0	0	0	0	0
BUILDING MAINTENANCE	0	0	0	0	0

ATTACHMENT II

FRANKLIN COUNTY HEALTH DEPARTMENT

Part II. Sources of Contributions to County Health Department

October 1, 2018 to September 30, 2019

	State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contribution	Total
GROUNDS MAINTENANCE	0	0	0	0	0
INSURANCE	0	0	0	0	0
OTHER (Specify)	0	0	0	0	0
OTHER (Specify)	0	0	0	0	0
BUILDINGS TOTAL	0	0	0	0	0
14. OTHER COUNTY CONTRIBUTIONS NOT IN CHD TRUST FUND - COUNTY					
EQUIPMENT / VEHICLE PURCHASES	0	0	0	0	0
VEHICLE INSURANCE	0	0	0	0	0
VEHICLE MAINTENANCE	0	0	0	0	0
OTHER COUNTY CONTRIBUTION (SPECIFY)	0	0	0	0	0
OTHER COUNTY CONTRIBUTION (SPECIFY)	0	0	0	0	0
OTHER COUNTY CONTRIBUTIONS TOTAL	0	0	0	0	0
GRAND TOTAL CHD PROGRAM	1,339,928	859,762	2,199,690	298,741	2,498,431

ATTACHMENT II
FRANKLIN COUNTY HEALTH DEPARTMENT

Part III: Planned Staffing, Clients, Services and Expenditures By Program/Service Area Within Each Level of Service
October 1, 2018 to September 30, 2019

	Quarterly Expenditure Plan									Grand Total
	FTE's (0.00)	Clients Units	Services/ Visits	1st	2nd (Whole dollars only)	3rd	4th	State	County	
A. COMMUNICABLE DISEASE CONTROL:										
IMMUNIZATION (101)	1.79	1,102	1,392	26,813	31,274	26,813	31,275	90,017	26,158	116,175
SEXUALLY TRANS. DIS. (102)	0.47	188	317	9,516	11,089	9,516	11,099	26,948	14,282	41,230
HIV/AIDS PREVENTION (03A1)	0.09	0	22	2,251	2,625	2,251	2,624	9,028	723	9,751
HIV/AIDS SURVEILLANCE (03A2)	0.00	0	0	0	0	0	0	0	0	0
HIV/AIDS PATIENT CARE (03A3)	0.00	0	0	0	0	0	0	0	0	0
ADAP (03A4)	0.00	0	0	10	12	10	13	40	5	45
TUBERCULOSIS (104)	0.09	28	30	1,551	1,808	1,551	1,808	6,038	680	6,718
COMM. DIS. SURV. (106)	0.02	0	29	376	438	376	437	1,627	0	1,627
HEPATITIS (109)	0.00	0	0	7	8	7	9	28	3	31
PREPAREDNESS AND RESPONSE (116)	1.23	0	0	21,068	24,573	21,068	24,573	91,282	0	91,282
REFUGEE HEALTH (118)	0.00	0	0	0	0	0	0	0	0	0
VITAL RECORDS (180)	0.45	541	716	5,376	6,271	5,376	6,271	17,612	5,682	23,294
COMMUNICABLE DISEASE SUBTOTAL	4.14	1,859	2,506	66,968	78,108	66,968	78,109	242,620	47,533	290,153
B. PRIMARY CARE:										
CHRONIC DISEASE PREVENTION PRO (210)	3.29	0	0	48,692	56,794	48,692	56,794	210,972	0	210,972
WIC (21W1)	0.00	0	0	0	0	0	0	0	0	0
TOBACCO USE INTERVENTION (212)	2.04	0	11	32,488	37,893	32,488	37,893	140,762	0	140,762
WIC BREASTFEEDING PEER COUNSELING (21W2)	0.00	0	0	0	0	0	0	0	0	0
FAMILY PLANNING (223)	2.88	318	717	42,498	49,569	42,498	49,570	92,774	91,361	184,135
IMPROVED PREGNANCY OUTCOME (226)	0.16	33	43	3,390	3,954	3,390	3,955	6,628	8,061	14,689
HEALTHY START PRENATAL (227)	2.27	95	683	36,484	42,554	36,484	42,554	107,076	51,000	158,076
COMPREHENSIVE CHILD HEALTH (229)	0.04	77	77	945	1,102	945	1,101	0	4,093	4,093
HEALTHY START CHILD (231)	1.93	89	804	30,368	35,420	30,368	35,420	10,376	121,200	131,576
SCHOOL HEALTH (234)	4.81	0	25,651	71,051	82,872	71,051	82,872	270,222	37,624	307,846
COMPREHENSIVE ADULT HEALTH (237)	1.28	207	296	23,915	27,893	23,915	27,893	77,490	26,126	103,616
COMMUNITY HEALTH DEVELOPMENT (238)	0.73	0	0	9,841	11,479	9,841	11,479	42,640	0	42,640
DENTAL HEALTH (240)	0.00	0	0	0	0	0	0	0	0	0
PRIMARY CARE SUBTOTAL	18.93	819	28,282	299,672	349,530	299,672	349,531	958,940	339,465	1,298,405
C. ENVIRONMENTAL HEALTH:										
Water and Onsite Sewage Programs										
COSTAL BEACH MONITORING (347)	0.16	192	192	3,866	4,509	3,866	4,508	11,156	5,593	16,749
LIMITED USE PUBLIC WATER SYSTEMS (357)	0.01	4	10	306	357	306	358	1,327	0	1,327
PUBLIC WATER SYSTEM (358)	0.00	0	0	0	0	0	0	0	0	0
PRIVATE WATER SYSTEM (359)	0.00	0	0	0	0	0	0	0	0	0
ONSITE SEWAGE TREATMENT & DISPOSAL (361)	3.22	1,891	1,945	48,495	56,563	48,495	56,563	100,551	109,565	210,116
Group Total	3.39	2,087	2,147	52,667	61,429	52,667	61,429	113,034	115,158	228,192
Facility Programs										
TATTOO FACILITY SERVICES (344)	0.01	0	4	127	148	127	148	550	0	550
FOOD HYGIENE (348)	0.17	19	46	2,450	2,858	2,450	2,859	3,621	6,996	10,617

ATTACHMENT II											
FRANKLIN COUNTY HEALTH DEPARTMENT											
Part III: Planned Staffing, Clients, Services and Expenditures By Program/Service Area Within Each Level of Service											
October 1, 2018 to September 30, 2019											
	Quarterly Expenditure Plan				1st	2nd	3rd	4th	State	County	Grand Total
	FTE's (0.00)	Clients/Units	Services/Visits	(Whole dollars only)							
BODY PIERCING FACILITIES SERVICES (349)	0.00	0	0	7	8	7	9	0	31	31	
GROUP CARE FACILITY (351)	0.01	3	4	87	102	87	102	0	378	378	
MIGRANT LABOR CAMP (352)	0.00	0	0	39	46	39	47	0	171	171	
HOUSING & PUB. BLDG. (353)	0.00	0	0	0	0	0	0	0	0	0	
MOBILE HOME AND PARK (354)	0.02	14	26	227	264	227	264	982	0	982	
POOLS/BATHING PLACES (360)	0.37	152	391	4,290	5,004	4,290	5,005	6,075	12,514	18,589	
BIOMEDICAL WASTE SERVICES (364)	0.04	16	23	633	738	633	738	2,742	0	2,742	
TANNING FACILITY SERVICES (369)	0.01	0	0	113	132	113	132	0	490	490	
Group Total	0.63	204	494	7,973	9,300	7,973	9,304	13,970	20,580	34,550	
Groundwater Contamination											
STORAGE TANK COMPLIANCE SERVICES (355)	0.00	0	0	27	32	27	33	0	119	119	
SUPER ACT SERVICES (356)	0.00	0	0	0	0	0	0	0	0	0	
Group Total	0.00	0	0	27	32	27	33	0	119	119	
Community Hygiene											
COMMUNITY ENVIR. HEALTH (345)	0.00	0	0	0	0	0	0	0	0	0	
INJURY PREVENTION (346)	0.00	0	0	0	0	0	0	0	0	0	
LEAD MONITORING SERVICES (350)	0.00	0	0	0	0	0	0	0	0	0	
PUBLIC SEWAGE (362)	0.00	0	0	0	0	0	0	0	0	0	
SOLID WASTE DISPOSAL SERVICE (363)	0.00	0	0	0	0	0	0	0	0	0	
SANITARY NUISANCE (365)	0.02	4	28	274	320	274	319	0	1,187	1,187	
RABIES SURVEILLANCE (366)	0.03	12	29	455	531	455	531	0	1,972	1,972	
ARBORVIRUS SURVEIL. (367)	0.00	0	0	0	0	0	0	0	0	0	
RODENT/ARTHROPOD CONTROL (368)	0.00	0	0	0	0	0	0	0	0	0	
WATER POLLUTION (370)	0.00	0	0	0	0	0	0	0	0	0	
INDOOR AIR (371)	0.00	0	0	0	0	0	0	0	0	0	
RADIOLOGICAL HEALTH (372)	0.00	0	0	0	0	0	0	0	0	0	
TOXIC SUBSTANCES (373)	0.00	0	0	0	0	0	0	0	0	0	
Group Total	0.05	16	57	729	851	729	850	0	3,159	3,159	
ENVIRONMENTAL HEALTH SUBTOTAL	4.07	2,307	2,698	61,396	71,612	61,396	71,616	127,004	139,016	266,020	
D. NON-OPERATIONAL COSTS:											
NON-OPERATIONAL COSTS (599)	6.00	0	0	76,937	89,737	76,937	89,737	0	333,348	333,348	
ENVIRONMENTAL HEALTH SURCHARGE (399)	0.00	0	0	2,623	3,059	2,623	3,059	11,364	0	11,364	
MEDICAID BUYBACK (611)	0.00	0	0	92	108	92	108	0	400	400	
NON-OPERATIONAL COSTS SUBTOTAL	6.00	0	0	79,652	92,904	79,652	92,904	11,364	333,748	345,112	
TOTAL CONTRACT	33.14	4,985	33,486	507,688	592,154	507,688	592,160	1,339,928	859,762	2,199,690	

ATTACHMENT III
FRANKLIN COUNTY HEALTH DEPARTMENT
CIVIL RIGHTS CERTIFICATE

The applicant provides this assurance in consideration of and for the purpose of obtaining federal grants, loans, contracts (except contracts of insurance or guaranty), property, discounts, or other federal financial assistance to programs or activities receiving or benefiting from federal financial assistance. The provider agrees to complete the Civil Rights Compliance Questionnaire, DH Forms 946 A and B (or the subsequent replacement if adopted during the contract period), if so requested by the department.

The applicant assures that it will comply with:

1. Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C., 2000 Et seq., which prohibits discrimination on the basis of race, color or national origin in programs and activities receiving or benefiting from federal financial assistance.
2. Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 794, which prohibits discrimination on the basis of handicap in programs and activities receiving or benefiting from federal financial assistance.
3. Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. 1681 et seq., which prohibits discrimination on the basis of sex in education programs and activities receiving or benefiting from federal financial assistance.
4. The Age Discrimination Act of 1975, as amended, 42 U.S.C. 6101 et seq., which prohibits discrimination on the basis of age in programs or activities receiving or benefiting from federal financial assistance.
5. The Omnibus Budget Reconciliation Act of 1981, P.L. 97-35, which prohibits discrimination on the basis of sex and religion in programs and activities receiving or benefiting from federal financial assistance.
6. All regulations, guidelines and standards lawfully adopted under the above statutes. The applicant agrees that compliance with this assurance constitutes a condition of continued receipt of or benefit from federal financial assistance, and that it is binding upon the applicant, its successors, transferees, and assignees for the period during which such assistance is provided. The applicant further assures that all contracts, subcontractors, subgrantees or others with whom it arranges to provide services or benefits to participants or employees in connection with any of its programs and activities are not discriminating against those participants or employees in violation of the above statutes, regulations, guidelines, and standards. In the event of failure to comply, the applicant understands that the grantor may, at its discretion, seek a court order requiring compliance with the terms of this assurance or seek other appropriate judicial or administrative relief, to include assistance being terminated and further assistance being denied.

**ATTACHMENT V
FRANKLIN COUNTY HEALTH DEPARTMENT
SPECIAL PROJECTS SAVINGS PLAN**

CASH RESERVED OR ANTICIPATED TO BE RESERVED FOR PROJECTS

<u>CONTRACT YEAR</u>	<u>STATE</u>	<u>COUNTY</u>	<u>TOTAL</u>
2017-2018*	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>
2018-2019**	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>
2019-2020***	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>
2020-2021***	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>
PROJECT TOTAL	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>

SPECIAL PROJECTS CONSTRUCTION/RENOVATION PLAN

PROJECT NUMBER: _____

PROJECT NAME: _____

LOCATION/ADDRESS: _____

PROJECT TYPE: NEW BUILDING ROOFING
 RENOVATION PLANNING STUDY
 NEW ADDITION OTHER

SQUARE FOOTAGE: 0

PROJECT SUMMARY: *Describe scope of work in reasonable detail.*

START DATE (Initial expenditure of funds) : _____

COMPLETION DATE: _____

DESIGN FEES: \$ 0

CONSTRUCTION COSTS: \$ 0

FURNITURE/EQUIPMENT: \$ 0

TOTAL PROJECT COST: \$ 0

COST PER SQ FOOT: \$ 0

Special Capital Projects are new construction or renovation projects and new furniture or equipment associated with these projects and mobile health vans.

* Cash balance as of 9/30/18

** Cash to be transferred to FCO account.

*** Cash anticipated for future contract years.

Florida Department of Health in Franklin County Fee Schedule

WHEREAS, it is the duty of the Board of County Commissioners of Franklin County, Florida to establish fees for services provided by the Florida Department of Health in Franklin County, and;

WHEREAS, fees for services may be waived for those below 100% of the current poverty level and fees may be waived at the discretion of the County Health Department Administrator for those experiencing financial hardships, except as noted in the fee schedule, and;

WHEREAS, any client of the Florida Department of Health in Franklin County and their subcontractors shall not be denied tuberculosis treatment, sexually transmitted disease treatment, pregnancy testing, HIV/AIDS counseling and testing, or communicable disease control services for failure or inability to pay a prescribed fee, regardless of income, and;

WHEREAS, the County Health Department Administrator may negotiate additional fees for services with other providers, agencies or entities in order to provide education, lab services, vaccinations, or other services provided at worksites, community health fairs or in conjunction with grant awards, and;

WHEREAS, the County Health Department Administrator may minimally increase/add a fee during the course of the year, upon written notification of the Board of County Commissioners of Franklin County.

THEREFORE, BE IT RESOLVED that the Board of County Commissioners of Franklin County, FL, hereby adopts the FY2018-19 Environmental Health and Medical Clinic fee schedules for the Florida Department of Health in Franklin County.

THIS RESOLUTION ADOPTED this _____ day of _____, 2018.

**BOARD OF COUNTY COMMISSIONERS
FOR FRANKLIN COUNTY**

SIGNED BY: _____

TITLE: _____

ATTESTED TO:

SIGNED BY: _____

NAME: _____

TITLE: _____

Franklin County Planning & Zoning Recommendation Agenda

Tuesday, July 17, 2018

PLEASE NOTE: PLANNING AND ZONING COMMISSION MAKES RECOMMENDATIONS TO THE FRANKLIN COUNTY BOARD OF COMMISSIONERS REGARDING YOUR APPLICATION. ALL APPLICANTS ARE NOTIFIED THAT IF YOUR APPLICATION IS DENIED, IT MAY NOT BE RESUBMITTED FOR ONE YEAR. ALSO, ANY PERSON WISHING TO APPEAL THE RECOMMENDATION OF THE PLANNING AND ZONING COMMISSION OR THE DECISION OF THE FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONER BOARD ARE RESPONSIBLE TO ENSURE THAT A VERBATIM TRANSCRIPT OF THE PROCEEDINGS IS MADE.

CRITICAL SHORELINE APPLICATION:

1. **RECOMMENDED APPROVAL:** (Unanimous) Consideration of a request to construct a Single Family Dock located at 504 River Road, Carrabelle, Franklin County, Florida. The proposed dock will be 976 square feet consisting of a 34' x 6' Terminus, a 27' x 34' Proposed Roof, a 10' x 6' Step Down, and a 3' x 34' Finger Pier. Applicant has their DEP Permits and is exempt from the Army Corps of Engineer Permitting. Request submitted by Dan Garlick, Garlick Environmental Services, agent for Nancy and Sammy Deal, owner. (Has a House)

PREPARED BY: GARLICK ENVIRONMENTAL ASSOCIATES, INC.

P. O. BOX 385, APALACHICOLA FLORIDA 32329-0385

(850) 653-8899

FAX (850) 653-9656

garlick@garlickenv.com

LB No. 7415

APPLICANT/CLIENT: Nancy Deal

WATERBODY/CLASS: Carrabelle River

PURPOSE: EP

PROJECT LOCATION / USGS: Franklin County

LATITUDE: 29° 51' 47.47"

LONGITUDE: 84° 41' 4.09'

JOB: 18-090

DEP:

COE:

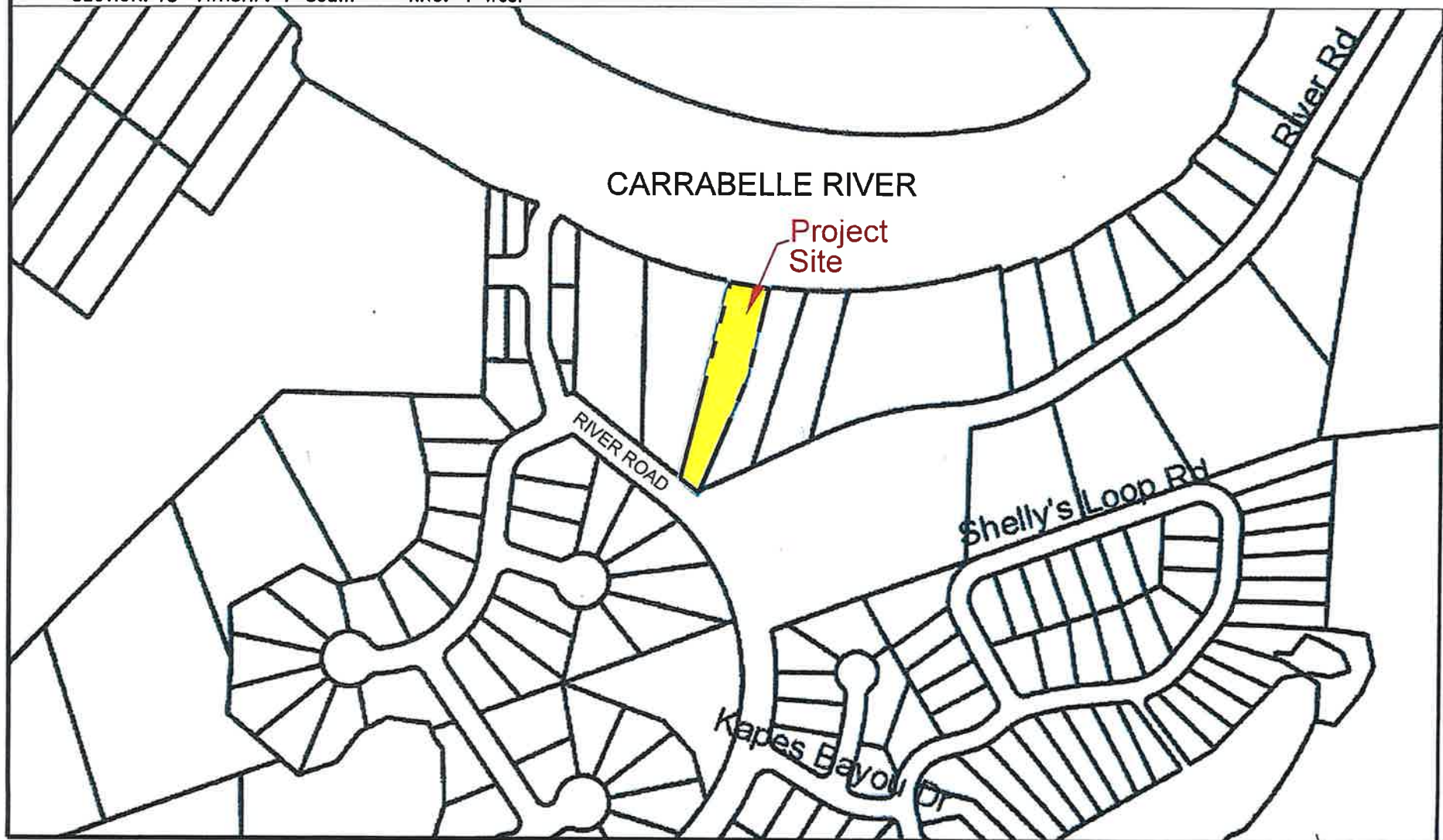
OTHER:

DATE: August 1, 2018

SHEET: 1/4



SECTION: 18 TOWNSHIP: 7 South RANG: 4 West





PREPARED BY: GARLICK ENVIRONMENTAL ASSOCIATES, INC.

P. O. BOX 385, APALACHICOLA FLORIDA 32329-0385

(850) 653-8899 FAX (850) 653-9656 garlick@garlickenv.com

LB No. 7415

APPLICANT/CLIENT: Nancy Deal

WATERBODY/CLASS: Carrabelle River

PURPOSE: EP

PROJECT LOCATION / USGS: Franklin County

LATITUDE: 29° 51' 47.47"

LONGITUDE: 84° 41' 4.09'

SECTION: 18 TOWNSHIP: 7 South RANG: 4 West

JOB: 18-090

DEP:

COE:

OTHER:

DATE: August 1, 2018

SHEET: 2/4



PREPARED BY: GARLICK ENVIRONMENTAL ASSOCIATES, INC.

P. O. BOX 385, APALACHICOLA FLORIDA 32329-0385

(850) 653-8899

FAX (850) 653-9656

garlick@garlickenv.com

LB No. 7415

APPLICANT/CLIENT: Nancy Deal

WATERBODY/CLASS: Carrabelle River

PURPOSE: EP

PROJECT LOCATION / USGS: Franklin County

LATITUDE: 29° 51' 47.47"

LONGITUDE: 84° 41' 4.09'

JOB: 18-090

DEP:

COE:

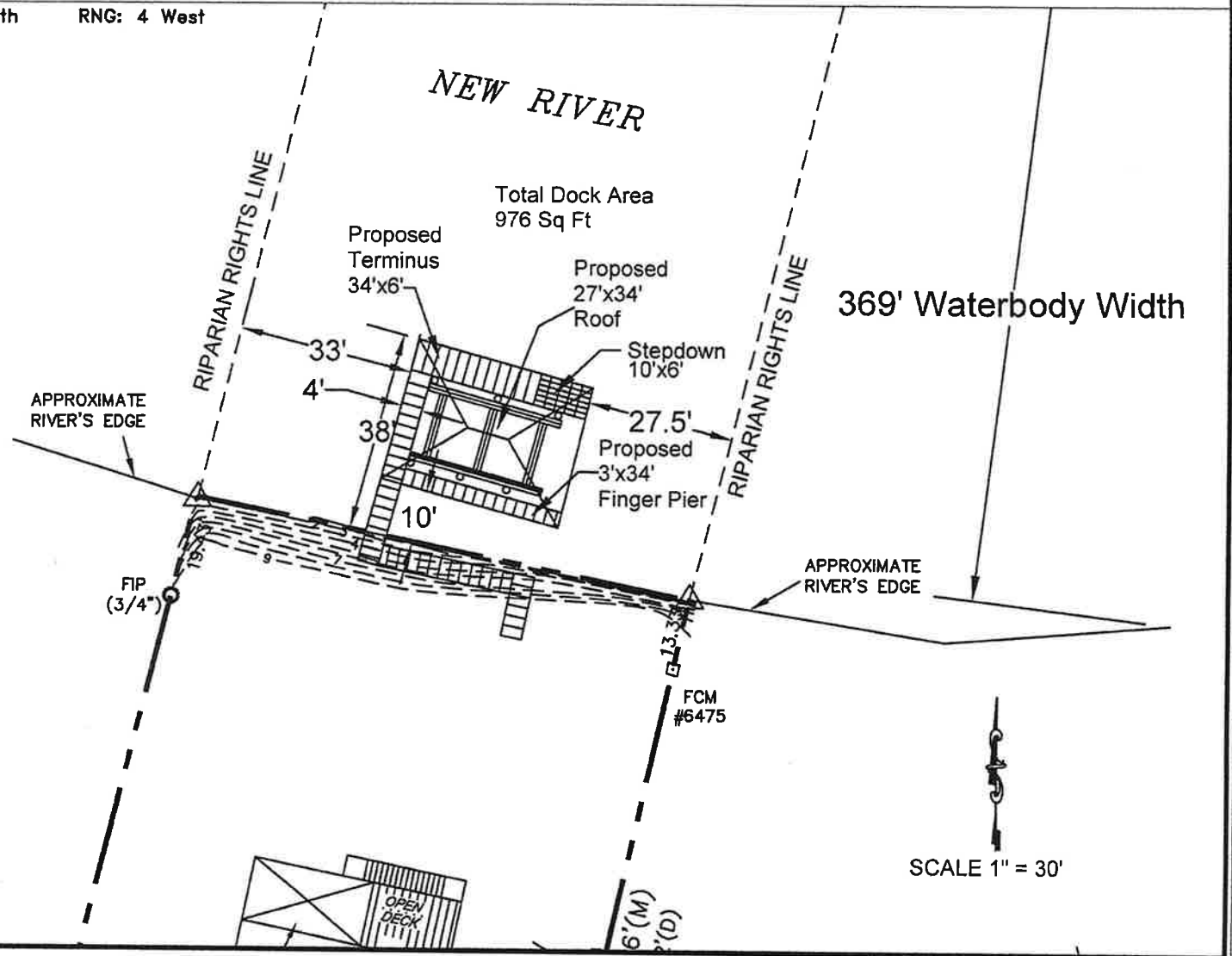
OTHER:

DATE: August 11, 2018

SHEET: 3/4



SECTION: 18 TWSHP: 7 South RNG: 4 West



2. **RECOMMENDED APPROVAL:** (Unanimous) Consideration of a request to construct a 37' x 18' roof over and existing boat lift and single family private dock located at 335 Bruce Street, St. George Island, Franklin County, Florida. Applicant has DEP permits and is exempt from the Army Corps of Engineers permitting. Request submitted by Dan Garlick, Garlick Environmental Services, agent for Clint Kadel, applicant. (No House, Has Existing Dock)

ITEM #2 CLINT KADEL- ROOF OVER EXISTING SINGLE FAMILY PRIVATE DOCK'S BOATLIFT



PREPARED BY: GARLICK ENVIRONMENTAL ASSOCIATES, INC.

APPLICANT/CLIENT: H. Clint Kadel
WATERBODY/CLASS: Apalachicola Bay / ClassII / OFW / A. P.
PURPOSE: Environmental Permitting
PROJECT LOCATION / USGS: St George Island / Franklin County
LATITUDE: 29° 39' 46.76"
LONGITUDE: 84° 52' 32.33"
SECTION: 29 TOWNSHIP: 9 South RNC: 6 West

JOB: 18-061
DEP:
COE:
OTHER: Rev. 6-13-18
DATE: May 18, 2018
SHEET: 2/4



SCALE 1" = 50'

PREPARED BY: GARLICK ENVIRONMENTAL ASSOCIATES, INC.

P. O. BOX 385, APALACHICOLA FLORIDA 32329-0385

(850) 653-8899

FAX (850) 653-9656

garlick@garlickenv.com

LB No. 7415

APPLICANT/CLIENT: H. Clint Kadel

WATERBODY/CLASS: Manmade Canal

PURPOSE: Environmental Permitting

PROJECT LOCATION / USGS: St George Island/Franklin County

LATITUDE: 29° 39' 46.76"

LONGITUDE: 84° 52' 32.33"

SECTION: 29 TWSHP: 9 South

RNG: 6 West

JOB: 18-061

DEP:

COE:

OTHER:

DATE: May 18, 2018

SHEET: 3/4



BRUCE STREET

RIPARIAN RIGHTS LINE

MANMADE CANAL

Turbidity
Curtains

Existing Covered
Terminus
13'X13'

RIPARIAN RIGHTS LINE



SCALE 1" = 30'

PREPARED BY: GARLICK ENVIRONMENTAL ASSOCIATES, INC.

P. O. BOX 385, APALACHICOLA FLORIDA 32329-0385

(850) 653-8899

FAX (850) 653-9656 garlick@garlickenv.com

LB No. 7415

APPLICANT/CLIENT: H. Clint Kadel

WATERBODY/CLASS: Manmade Canal

PURPOSE: Environmental Permitting

PROJECT LOCATION / USGS: St George Island/Franklin County

LATITUDE: 29° 39' 46.76"

LONGITUDE: 84° 52' 32.33

SECTION: 29 TWSHP: 9 South

RNG: 6 West

JOB: 18-061

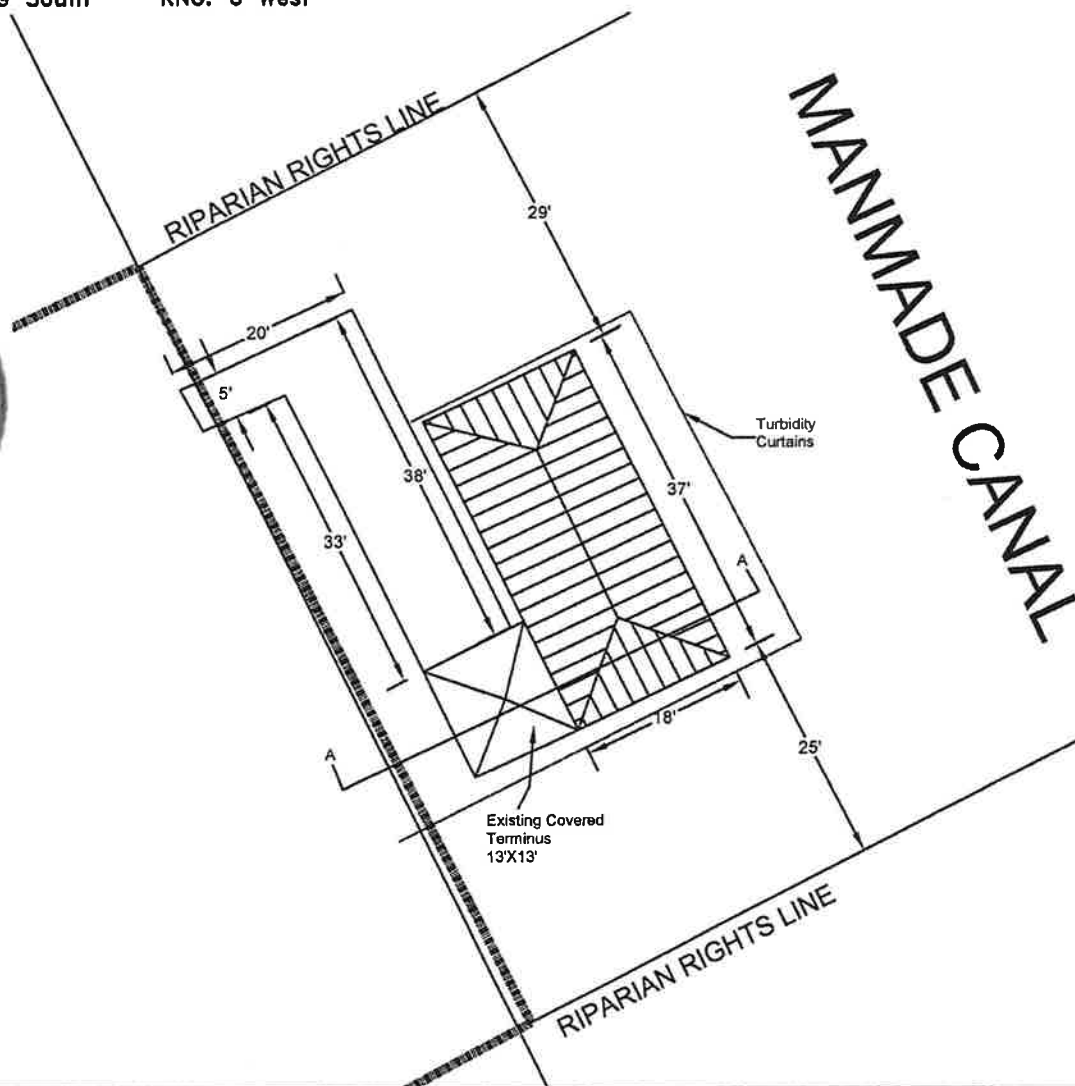
DEP:

COE:

OTHER:

DATE: May 18, 2018

SHEET: 3a/4



SCALE 1" = 20'

PREPARED BY: GARLICK ENVIRONMENTAL ASSOCIATES, INC.

P. O. BOX 385, APALACHICOLA FLORIDA 32329-0385

(850) 653-8899

FAX (850) 653-9656 garlick@garlickenv.com

LB No. 7415

APPLICANT/CLIENT: H. Clint Kadel

WATERBODY/CLASS: Manmade Canal

PURPOSE: Environmental Permitting

PROJECT LOCATION / USGS: St George Island/Franklin County

LATITUDE: 29° 39' 46.76"

LONGITUDE: 84° 52' 32.33

SECTION: 29 TOWNSHIP: 9 South

RNG: 6 West

JOB: 18-061

DEP:

COE:

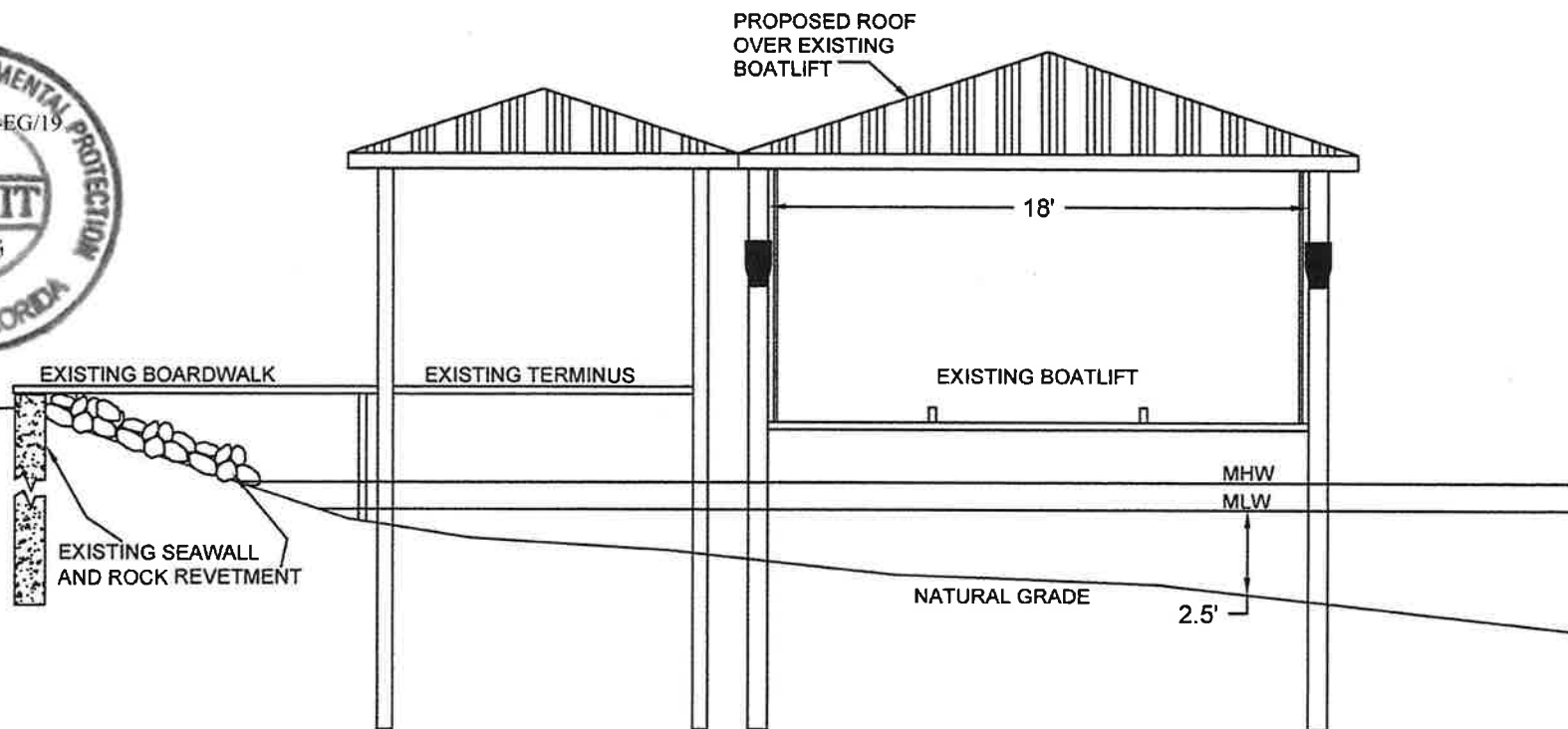
OTHER:

DATE: May 18, 2018

SHEET: 4/4



CROSS SECTION PROPOSED PROJECT NOT TO SCALE



SKETCH PLAT APPROVAL:

3. **RECOMMENDED APPROVAL:** (Unanimous) Consideration of a request for Sketch Plat Approval for a Resort Village III, requesting to convert Lots 14-20 and 36-58 Resort Village converting those existing lots into common areas. Request submitted by Barbara Sanders, agent for the St. George Island Plantation Home Owners Association, applicant.

[illegible]

PLAT BOOK	PAGE
-----------	------

GRAPHIC SCALE

(IN FEET)
1 inch = 60 ft.

Known by all those present that ST. GEORGE PLANTATION OWNERS, the owner in fee simple of the lands shown thereon as RESORT VILLAGE, III, a three unit subdivision, and which lands are more particularly described as follows:

Have caused said lands to be divided and subdivided as shown and do hereby dedicate the following:

All easements and road rights-of-way as previously dedicated by "Historic Village", a subdivision as per map or plat thereof recorded in Plat Book 9, Page 8 of the Public Records of Franklin County, Florida.

ROBERT WILLIAMS
President of St. George Plantation Owners

WITNESS SIGNATURE _____ PRINT NAME _____

WITNESS SIGNATURE _____ PRINT NAME _____

STATE OF FLORIDA
COUNTY OF FRANKLIN

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____, 2018, BY ROBERT WILLIAMS, PRESIDENT OF ST. GEORGE PLANTATION OWNERS HE/SHE IS PERSONALLY KNOWN TO ME OR HAS PRODUCED _____ AS IDENTIFICATION.

WITNESS MY HAND AND SEAL AT _____, FLORIDA, THIS _____
DAY OF _____, 2018.

NOTARY _____ MY COMMISSION EXPIRES _____

NOTARY SEAL

PMO	FOUND
SCM	FOUND CONCRETE MONUMENT (2'X2')
IRC	SET CONCRETE MONUMENT #7190 (4'X4')
IRN	IRON ROD AND CAP
SIRC	SET 5" IRON ROD AND CAP #7190
IRN	FOUND 5" IRON ROD AND CAP
CIP	CRIMPED TOP IRON PIPE
IR	IRON ROD (NO L.D.)
R	POC IRON MONUMENT CONTROL POINT = SCM
(M)	MEASURED
(D)	DEED
(C)	RECORD PLAT
(P)	UNRECORDED PLAT
(PT)	PLAT TOP
POB	POINT OF BEGINNING
POC	POINT OF COMMENCEMENT
RAW	RIGHT-OF-WAY
R	RADIUS
A	CORNER NOT SET OR FOUND
L	LENGTH
CHORD	CHORD
1.7.5	NOT SET BY R

APPROVED BY THE FRANKLIN BOARD OF COUNTY COMMISSIONERS THIS
DAY OF _____, 2018.

WILLIAM ARSLEY - CHAPMAN

THOMAS M. CHILDER - COUNTY ATTORNEY

ACCEPT FOR FILE AND RECORDED THIS _____ DAY OF _____
2018 IN PLAT BOOK _____ PAGE _____ OF THE PUBLIC RECORDS OF
FRANKLIN COUNTY, FLORIDA.

MARCIA M. JOHNSON
CLERK OF THE CIRCUIT COURT
FRANKLIN COUNTY, FLORIDA

CLERK'S SEAL

PLAT REVIEWED FOR COMPLIANCE WITH
CHAPTER 177, FLORIDA STATUTES

ROBERT B. STICKLAND
PROFESSIONAL SURVEYOR & MAPPER #

COMMON

COMMON

The lands depicted and described as Common Area #2 on this Plat of Resort Village II are the same lands as depicted and described as Lots 17, 18, 19, 20 and 56 of Resort Village recorded in Plat Book 2, pages 8-9, of the Public Records of Franklin County, Florida.

The lands depicted and described as Common Area #4 on this Plat of Pleasant Village II are the same lands as depicted and described on Lots 14, 15, 16, 17, 18, 19, and 20 of Pleasant Village recorded in Plat Book 9, pages 8-9, of the Public Records of Franklin County, Florida. Lots are properly shown as of the existing mean high water.

The sands depicted and described as Common Aves #5 on this Plat of River Village II are the same sands as depicted and described as Lots 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, Exclusive Common Aves, Turtle Track, Eagle Way and Rising Lane of River Village recorded in Plat Book II, pages 8-9, of the Public Records of Franklin County, Florida. Lots last property seaward of the existing mean high water.

PLATE NO. 112

[illegible]

NOT VALID WITHOUT THE
SIGNATURE AND ORIGINAL RAISED
SEAL OF A FLORIDA LICENSED
SURVEYOR AND MAPPER®

SURVEYORS CERTIFICATION

I hereby certify that this survey was made under my supervision, direction and supervision, in a correct representation of the land surveyed, that the Permanent Reference Markers and Permanent Corner Points have been set and that the survey data and measurement comply with both Chapter 177 of the Florida Statutes and standards for practice for Land Surveying (F.A.C. 5A-17.005).

* FRANKLIN COUNTY REQUIRES A \$0.00' SETBACK FROM ALL DEPARTMENT OF ENVIRONMENTAL PROTECTION AND JURISDICTIONAL WETLANDS

JAMES T. HEDGECOCK
Surveyor & Mapper FL Certificate No. 426

DAYE

SGPOA

TR
&A

THURMAN RODDENBERRY & ASSOCIATES, INC.

PROFESSIONAL SURVEYORS AND MAPPERS
P.O. BOX 100 • 125 SHELDOY STREET • SOPCHOPPY, FLORIDA 32359
PHONE NUMBER 904-625-1230 FAX NUMBER 904-625-1181
LH * 7160

JOE NO.

18-20

SANIT

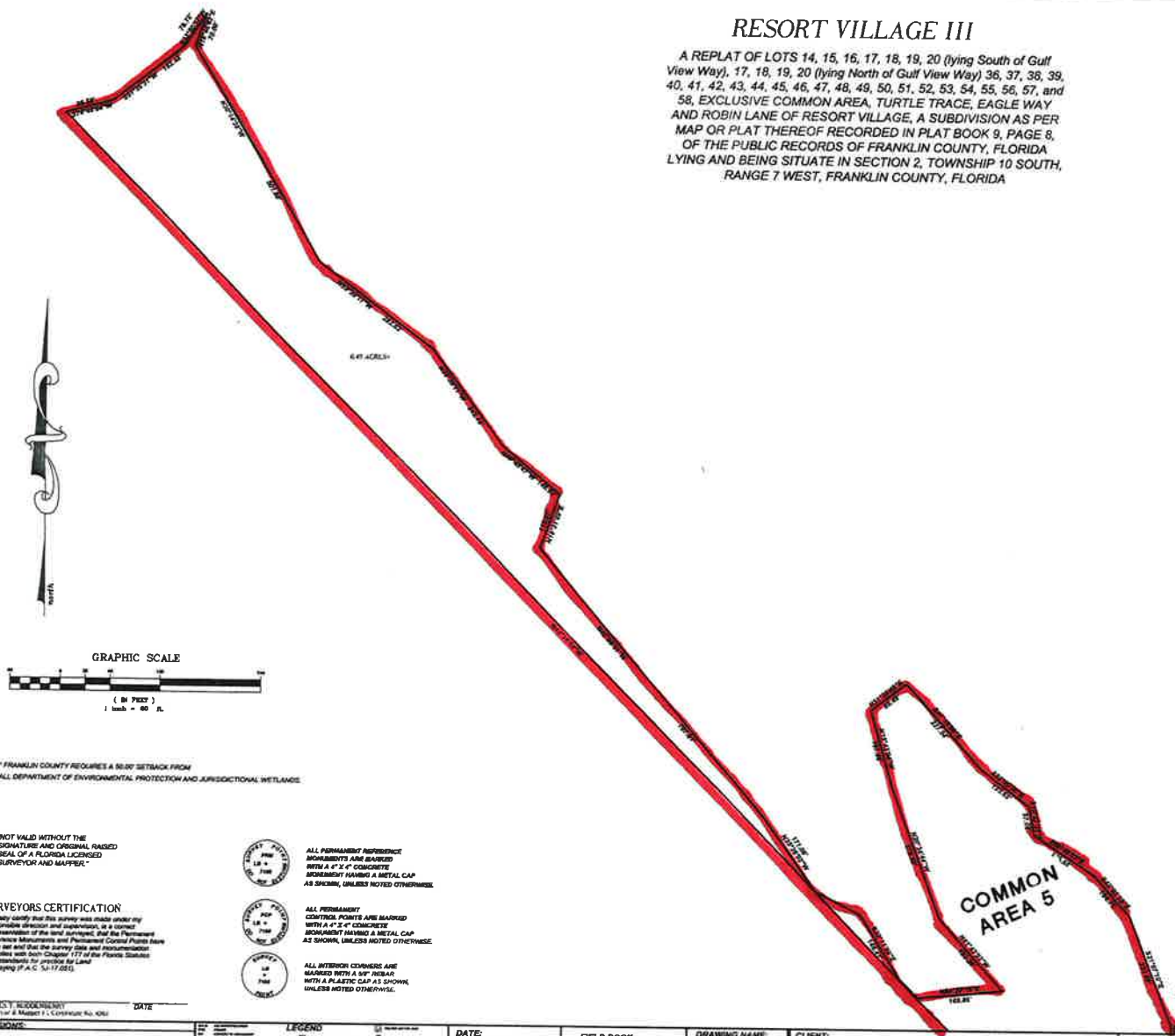
1

____ OF

RESORT VILLAGE III

A REPLAT OF LOTS 14, 15, 16, 17, 18, 19, 20 (lying South of Gulf View Way), 17, 18, 19, 20 (lying North of Gulf View Way) 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, and 58, EXCLUSIVE COMMON AREA, TURTLE TRACE, EAGLE WAY AND ROBIN LANE OF RESORT VILLAGE, A SUBDIVISION AS PER MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 9, PAGE 8, OF THE PUBLIC RECORDS OF FRANKLIN COUNTY, FLORIDA LYING AND BEING SITUATE IN SECTION 2, TOWNSHIP 10 SOUTH, RANGE 7 WEST, FRANKLIN COUNTY, FLORIDA

PLAT BOOK _____ PAGE _____



LEGEND

FND	FOUND
FCM	FOUND CONCRETE MONUMENT (1"x3")
SCM	SET CONCRETE MONUMENT (1"x3")
IRC	IRON ROD AND CAP
SRC	SET 5/8" IRON ROD AND CAP #7160
FIRC	FOUND 5/8" IRON ROD AND CAP
OP	IRON PIPE
OP	CRIMPED TOP IRON PIPE
R	IRON ROD (NO I.D.)
R	= FIP = PERMANENT CONTROL POINT = SCM
M	MEASURED
(D)	DEED
(RP)	RECORD PLAT
(UP)	UNRECORDED PLAT
(FT)	FLAT TOP
POB	POINT OF BEGINNING
POC	POINT OF COMMENCEMENT
R/W	RIGHT-OF-WAY
R	RADIUS
A	CORNER NOT SET OR FOUND
L	LENGTH
CD	CHORD
N.T.S.	NOT TO SCALE
	ALL INTERIOR LOT CORNERS ARE MARKED WITH 5/8" IRON ROD & CAP #7160 (UNLESS NOTED OTHERWISE)

* FRANKLIN COUNTY REQUIRES A 50' SETBACK FROM ALL DEPARTMENT OF ENVIRONMENTAL PROTECTION AND JURISDICTIONAL WETLANDS

"NOT VALID WITHOUT THE SIGNATURE AND ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER"

SURVEYORS CERTIFICATION
I hereby certify that this survey was made under my responsible direction and supervision, is a correct representation of the land surveyed, that the Permanent Reference Monuments and Permanent Control Points have been set and that the survey data and measurements comply with each Chapter 177 of the Florida Statutes and standards for surveying for land.

JAMES T. RODDENBERRY DATE _____

REVISIONS	DATE	BY	DESCRIPTION

LEGEND	SYMBOL	DESCRIPTION

DATE: 05/22/18
DATE OF LAST FIELD WORK:

FIELD BOOK _____
PAGE _____
COUNTY: FRANKLIN

DRAWING NAME: 18203RP.DWG
DRAWN BY: MMD

CLIENT:

SGPOA



THURMAN RODDENBERRY & ASSOCIATES, INC.
PROFESSIONAL SURVEYORS AND MAPPERS
P.O. BOX 100 • 125 SHELDON STREET • SOPCHOPPY, FLORIDA 32358
PHONE: 904.886.1200 FAX: 904.886.1201

JOB NO. 18-203
SHEET NO. 2 OF 3

RESORT VILLAGE III

A REPLAT OF LOTS 14, 15, 16, 17, 18, 19, 20 (lying South of Gulf View Way), 17, 18, 19, 20 (lying North of Gulf View Way) 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, and 58, EXCLUSIVE COMMON AREA, TURTLE TRACE, EAGLE WAY AND ROBIN LANE OF RESORT VILLAGE, A SUBDIVISION AS PER MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 9, PAGE 8, OF THE PUBLIC RECORDS OF FRANKLIN COUNTY, FLORIDA LYING AND BEING SITUATE IN SECTION 2, TOWNSHIP 10 SOUTH, RANGE 7 WEST, FRANKLIN COUNTY, FLORIDA

COMMON AREA 5

COMMON AREA 3

COMMON AREA 4

GRAPHIC SCALE

(IN FEET)
1 inch = 60 ft.

* FRANKLIN COUNTY REQUIRES A 50.00' SETBACK FROM
ALL DEPARTMENT OF ENVIRONMENTAL PROTECTION AND JURISDICTIONAL WETLANDS

*NOT VALID WITHOUT THE
SIGNATURE AND ORIGINAL RAISED
SEAL OF A FLORIDA LICENSED
SURVEYOR AND MAPPER

SURVEYORS CERTIFICATION

I hereby certify that this survey was made under my
responsible direction and supervision, is a correct
representation of the land surveyed, that the Permanent
Reference Monuments and Permanent Control Points have
been set and that the survey data and measurements
complies with each Chapter 177 of the Florida Statutes
and standards for practice for Land
Surveying (F.A.C. 22.17.201).

JAMES T. RODDENBERRY
Surveyor & Mapper P.L. Certificate No. 4361

DATE



ALL PERMANENT REFERENCE
MONUMENTS ARE MARKED
WITH A 4" X 4" CONCRETE
MONUMENT HAVING A METAL CAP
AS SHOWN, UNLESS NOTED OTHERWISE.

ALL PERMANENT
CONTROL POINTS ARE MARKED
WITH A 4" X 4" CONCRETE
MONUMENT HAVING A METAL CAP
AS SHOWN, UNLESS NOTED OTHERWISE.

ALL INTERIOR CORNERS ARE
MARKED WITH A 5/8" IRON
WITH A PLASTIC CAP AS SHOWN,
UNLESS NOTED OTHERWISE.

LEGEND

FND	FOUND
FCM	FOUND CONCRETE MONUMENT (2"x3")
SCM	SET CONCRETE MONUMENT #1180 (1"x24")
IRC	IRON ROD AND CAP
SRIC	SET 5/8" IRON ROD AND CAP #1180
SRIC	FOUND 5/8" IRON ROD AND CAP
IR	IRON PIPE
IP	SCRAMBLED TOP IRON PIPE
IR	IRON ROD (NO I.D.)
IR	PCP = PERMANENT CONTROL POINT = SCM
ME	MEASURED
(D)	DEED
(PP)	RECORD PLAT
(UP)	UNRECORDED PLAT
(FT)	FLAT TOP
POB	POINT OF BEGINNING
POC	POINT OF COMMENCEMENT
RW	RIGHT-OF-WAY
R	RIDGE
Δ	CORNER NOT SET OR FOUND
L	LENGTH
CD	CHORD
N.T.S.	NOT TO SCALE
ALL INTERIOR LOT CORNERS ARE MARKED WITH 5/8" IRON ROD & CAP #1180 (UNLESS NOTED OTHERWISE)	

REVISIONS	DATE	BY	DESCRIPTION
1	05/22/18	JTR	INITIAL DRAFT
2	05/22/18	JTR	FINAL DRAFT
3	05/22/18	JTR	FINAL PLAT

LEGEND		NOTES (SEE PAGE 10)
1	1/4" X 1/4" X 1/4"	1/4" X 1/4" X 1/4" CONCRETE MONUMENT
2	1/2" X 1/2" X 1/2"	1/2" X 1/2" X 1/2" CONCRETE MONUMENT
3	3/4" X 3/4" X 3/4"	3/4" X 3/4" X 3/4" CONCRETE MONUMENT
4	1" X 1" X 1"	1" X 1" X 1" CONCRETE MONUMENT
5	1 1/2" X 1 1/2" X 1 1/2"	1 1/2" X 1 1/2" X 1 1/2" CONCRETE MONUMENT
6	2" X 2" X 2"	2" X 2" X 2" CONCRETE MONUMENT
7	3" X 3" X 3"	3" X 3" X 3" CONCRETE MONUMENT
8	4" X 4" X 4"	4" X 4" X 4" CONCRETE MONUMENT
9	5" X 5" X 5"	5" X 5" X 5" CONCRETE MONUMENT
10	6" X 6" X 6"	6" X 6" X 6" CONCRETE MONUMENT
11	7" X 7" X 7"	7" X 7" X 7" CONCRETE MONUMENT
12	8" X 8" X 8"	8" X 8" X 8" CONCRETE MONUMENT
13	9" X 9" X 9"	9" X 9" X 9" CONCRETE MONUMENT
14	10" X 10" X 10"	10" X 10" X 10" CONCRETE MONUMENT
15	11" X 11" X 11"	11" X 11" X 11" CONCRETE MONUMENT
16	12" X 12" X 12"	12" X 12" X 12" CONCRETE MONUMENT
17	13" X 13" X 13"	13" X 13" X 13" CONCRETE MONUMENT
18	14" X 14" X 14"	14" X 14" X 14" CONCRETE MONUMENT
19	15" X 15" X 15"	15" X 15" X 15" CONCRETE MONUMENT
20	16" X 16" X 16"	16" X 16" X 16" CONCRETE MONUMENT
21	17" X 17" X 17"	17" X 17" X 17" CONCRETE MONUMENT
22	18" X 18" X 18"	18" X 18" X 18" CONCRETE MONUMENT
23	19" X 19" X 19"	19" X 19" X 19" CONCRETE MONUMENT
24	20" X 20" X 20"	20" X 20" X 20" CONCRETE MONUMENT
25	21" X 21" X 21"	21" X 21" X 21" CONCRETE MONUMENT
26	22" X 22" X 22"	22" X 22" X 22" CONCRETE MONUMENT
27	23" X 23" X 23"	23" X 23" X 23" CONCRETE MONUMENT
28	24" X 24" X 24"	24" X 24" X 24" CONCRETE MONUMENT
29	25" X 25" X 25"	25" X 25" X 25" CONCRETE MONUMENT
30	26" X 26" X 26"	26" X 26" X 26" CONCRETE MONUMENT
31	27" X 27" X 27"	27" X 27" X 27" CONCRETE MONUMENT
32	28" X 28" X 28"	28" X 28" X 28" CONCRETE MONUMENT
33	29" X 29" X 29"	29" X 29" X 29" CONCRETE MONUMENT
34	30" X 30" X 30"	30" X 30" X 30" CONCRETE MONUMENT
35	31" X 31" X 31"	31" X 31" X 31" CONCRETE MONUMENT
36	32" X 32" X 32"	32" X 32" X 32" CONCRETE MONUMENT
37	33" X 33" X 33"	33" X 33" X 33" CONCRETE MONUMENT
38	34" X 34" X 34"	34" X 34" X 34" CONCRETE MONUMENT
39	35" X 35" X 35"	35" X 35" X 35" CONCRETE MONUMENT
40	36" X 36" X 36"	36" X 36" X 36" CONCRETE MONUMENT
41	37" X 37" X 37"	37" X 37" X 37" CONCRETE MONUMENT
42	38" X 38" X 38"	38" X 38" X 38" CONCRETE MONUMENT
43	39" X 39" X 39"	39" X 39" X 39" CONCRETE MONUMENT
44	40" X 40" X 40"	40" X 40" X 40" CONCRETE MONUMENT
45	41" X 41" X 41"	41" X 41" X 41" CONCRETE MONUMENT
46	42" X 42" X 42"	42" X 42" X 42" CONCRETE MONUMENT
47	43" X 43" X 43"	43" X 43" X 43" CONCRETE MONUMENT
48	44" X 44" X 44"	44" X 44" X 44" CONCRETE MONUMENT
49	45" X 45" X 45"	45" X 45" X 45" CONCRETE MONUMENT
50	46" X 46" X 46"	46" X 46" X 46" CONCRETE MONUMENT
51	47" X 47" X 47"	47" X 47" X 47" CONCRETE MONUMENT
52	48" X 48" X 48"	48" X 48" X 48" CONCRETE MONUMENT
53	49" X 49" X 49"	49" X 49" X 49" CONCRETE MONUMENT
54	50" X 50" X 50"	50" X 50" X 50" CONCRETE MONUMENT
55	51" X 51" X 51"	51" X 51" X 51" CONCRETE MONUMENT
56	52" X 52" X 52"	52" X 52" X 52" CONCRETE MONUMENT
57	53" X 53" X 53"	53" X 53" X 53" CONCRETE MONUMENT
58	54" X 54" X 54"	54" X 54" X 54" CONCRETE MONUMENT
59	55" X 55" X 55"	55" X 55" X 55" CONCRETE MONUMENT
60	56" X 56" X 56"	56" X 56" X 56" CONCRETE MONUMENT
61	57" X 57" X 57"	57" X 57" X 57" CONCRETE MONUMENT
62	58" X 58" X 58"	58" X 58" X 58" CONCRETE MONUMENT
63	59" X 59" X 59"	59" X 59" X 59" CONCRETE MONUMENT
64	60" X 60" X 60"	60" X 60" X 60" CONCRETE MONUMENT
65	61" X 61" X 61"	61" X 61" X 61" CONCRETE MONUMENT
66	62" X 62" X 62"	62" X 62" X 62" CONCRETE MONUMENT
67	63" X 63" X 63"	63" X 63" X 63" CONCRETE MONUMENT
68	64" X 64" X 64"	64" X 64" X 64" CONCRETE MONUMENT
69	65" X 65" X 65"	65" X 65" X 65" CONCRETE MONUMENT
70	66" X 66" X 66"	66" X 66" X 66" CONCRETE MONUMENT
71	67" X 67" X 67"	67" X 67" X 67" CONCRETE MONUMENT
72	68" X 68" X 68"	68" X 68" X 68" CONCRETE MONUMENT
73	69" X 69" X 69"	69" X 69" X 69" CONCRETE MONUMENT
74	70" X 70" X 70"	70" X 70" X 70" CONCRETE MONUMENT
75	71" X 71" X 71"	71" X 71" X 71" CONCRETE MONUMENT
76	72" X 72" X 72"	72" X 72" X 72" CONCRETE MONUMENT
77	73" X 73" X 73"	73" X 73" X 73" CONCRETE MONUMENT
78	74" X 74" X 74"	74" X 74" X 74" CONCRETE MONUMENT
79	75" X 75" X 75"	75" X 75" X 75" CONCRETE MONUMENT
80	76" X 76" X 76"	76" X 76" X 76" CONCRETE MONUMENT
81	77" X 77" X 77"	77" X 77" X 77" CONCRETE MONUMENT
82	78" X 78" X 78"	78" X 78" X 78" CONCRETE MONUMENT
83	79" X 79" X 79"	79" X 79" X 79" CONCRETE MONUMENT
84	80" X 80" X 80"	80" X 80" X 80" CONCRETE MONUMENT
85	81" X 81" X 81"	81" X 81" X 81" CONCRETE MONUMENT
86	82" X 82" X 82"	82" X 82" X 82" CONCRETE MONUMENT
87	83" X 83" X 83"	83" X 83" X 83" CONCRETE MONUMENT
88	84" X 84" X 84"	84" X 84" X 84" CONCRETE MONUMENT
89	85" X 85" X 85"	85" X 85" X 85" CONCRETE MONUMENT
90	86" X 86" X 86"	86" X 86" X 86" CONCRETE MONUMENT
91	87" X 87" X 87"	87" X 87" X 87" CONCRETE MONUMENT
92	88" X 88" X 88"	88" X 88" X 88" CONCRETE MONUMENT
93	89" X 89" X 89"	89" X 89" X 89" CONCRETE MONUMENT
94	90" X 90" X 90"	90" X 90" X 90" CONCRETE MONUMENT
95	91" X 91" X 91"	91" X 91" X 91" CONCRETE MONUMENT
96	92" X 92" X 92"	92" X 92" X 92" CONCRETE MONUMENT
97	93" X 93" X 93"	93" X 93" X 93" CONCRETE MONUMENT
98	94" X 94" X 94"	94" X 94" X 94" CONCRETE MONUMENT
99	95" X 95" X 95"	95" X 95" X 95" CONCRETE MONUMENT
100	96" X 96" X 96"	96" X 96" X 96" CONCRETE MONUMENT
101	97" X 97" X 97"	97" X 97" X 97" CONCRETE MONUMENT
102	98" X 98" X 98"	98" X 98" X 98" CONCRETE MONUMENT
103	99" X 99" X 99"	99" X 99" X 99" CONCRETE MONUMENT
104	100" X 100" X 100"	100" X 100" X 100" CONCRETE MONUMENT
105	101" X 101" X 101"	101" X 101" X 101" CONCRETE MONUMENT
106	102" X 102" X 102"	102" X 102" X 102" CONCRETE MONUMENT
107	103" X 103" X 103"	103" X 103" X 103" CONCRETE MONUMENT
108	104" X 104" X 104"	104" X 104" X 104" CONCRETE MONUMENT
109	105" X 105" X 105"	105" X 105" X 105" CONCRETE MONUMENT
110	106" X 106" X 106"	106" X 106" X 106" CONCRETE MONUMENT
111	107" X 107" X 107"	107" X 107" X 107" CONCRETE MONUMENT
112	108" X 108" X 108"	108" X 108" X 108" CONCRETE MONUMENT
113	109" X 109" X 109"	109" X 109" X 109" CONCRETE MONUMENT
114	110" X 110" X 110"	110" X 110" X 110" CONCRETE MONUMENT
115	111" X 111" X 111"	111" X 111" X 111" CONCRETE MONUMENT
116	112" X 112" X 112"	112" X 112" X 112" CONCRETE MONUMENT
117	113" X 113" X 113"	113" X 113" X 113" CONCRETE MONUMENT
118	114" X 114" X 114"	114" X 114" X 114" CONCRETE MONUMENT
119	115" X 115" X 115"	115" X 115" X 115" CONCRETE MONUMENT
120	116" X 116" X 116"	116" X 116" X 116" CONCRETE MONUMENT
121	117" X 117" X 117"	117" X 117" X 117" CONCRETE MONUMENT
122	118" X 118" X 118"	118" X 118" X 118" CONCRETE MONUMENT
123	119" X 119" X 119"	119" X 119" X 119" CONCRETE MONUMENT
124	120" X 120" X 120"	120" X 120" X 120" CONCRETE MONUMENT
125	121" X 121" X 121"	121" X 121" X 121" CONCRETE MONUMENT
126	122" X 122" X 122"	122" X 122" X 122" CONCRETE MONUMENT
127	123" X 123" X 123"	123" X 123" X 123" CONCRETE MONUMENT
128	124" X 124" X 124"	124" X 124" X 124" CONCRETE MONUMENT
129	125" X 125" X 125"	125" X 125" X 125" CONCRETE MONUMENT
130	126" X 126" X 126"	126" X 126" X 126" CONCRETE MONUMENT
131	127" X 127" X 127"	127" X 127" X 127" CONCRETE MONUMENT
132	128" X 128" X 128"	128" X 128" X 128" CONCRETE MONUMENT
133	129" X 129" X 129"	129" X 129" X 129" CONCRETE MONUMENT
134	130" X 130" X 130"	130" X 130" X 130" CONCRETE MONUMENT
135	131" X 131" X 131"	131" X 131" X 131" CONCRETE MONUMENT
136	132" X 132" X 132"	132" X 132" X 132" CONCRETE MONUMENT
137	133" X 133" X 133"	133" X 133" X 133" CONCRETE MONUMENT
138	134" X 134" X 134"	134" X 134" X 134" CONCRETE MONUMENT
139	135" X 135" X 135"	135" X 135" X 135" CONCRETE MONUMENT
140	136" X 136" X 136"	136" X 136" X 136" CONCRETE MONUMENT
141	137" X 137" X 137"	137" X 137" X 137" CONCRETE MONUMENT
142	138" X 138" X 138"	138" X 138" X 138" CONCRETE MONUMENT
143	139" X 139" X 139"	139" X 139" X 139" CONCRETE MONUMENT
144	140" X 140" X 140"	140" X 140" X 140" CONCRETE MONUMENT
145	141" X 141" X 141"	141" X 141" X 141" CONCRETE MONUMENT
146	142" X 142" X 142"	142" X 142" X 142" CONCRETE MONUMENT
147	143" X 143" X 143"	143" X 143" X 143" CONCRETE MONUMENT
148	144" X 144" X 144"	144" X 144" X 144" CONCRETE MONUMENT
149	145" X 145" X 145"	145" X 145" X 145" CONCRETE MONUMENT
150	146" X 146" X 146"	146" X 146" X 146" CONCRETE MONUMENT
151	147" X 147" X 147"	147" X 147" X 147" CONCRETE MONUMENT
152	148" X 148" X 148"	148" X 148" X 148" CONCRETE MONUMENT
153	149" X 149" X 149"	149" X 149" X 149" CONCRETE MONUMENT
154	150" X 150" X 150"	150" X 150" X 150" CONCRETE MONUMENT
155	151" X 151" X 151"	151" X 151" X 151" CONCRETE MONUMENT
156	152" X 152" X 152"	152" X 152" X 152" CONCRETE MONUMENT
157	153" X 153" X 153"	153" X 153" X 153" CONCRETE MONUMENT
158	154" X 154" X 154"	154" X 154" X 154" CONCRETE MONUMENT
159	155" X 155" X 155"	155" X 155" X 155" CONCRETE MONUMENT
160	156" X 156" X 156"	156" X 156" X 156" CONCRETE MONUMENT
161	157" X 157" X 157"	157" X 157" X 157" CONCRETE MONUMENT
162	158" X 158" X 158"	158" X 158" X 158" CONCRETE MONUMENT
163	159" X 159" X 159"	159" X 159" X 159" CONCRETE MONUMENT
164	160" X 160" X 160"	160" X 160" X 160" CONCRETE MONUMENT
165	161" X 161" X 161"	161" X 161" X 161" CONCRETE MONUMENT
166	162" X 162" X 162"	162" X 162" X 162" CONCRETE MONUMENT
167	163" X 163" X 163"	163" X 163" X 163" CONCRETE MONUMENT
168	164" X 164" X 164"	164" X 164" X 164" CONCRETE MONUMENT
169	165" X 165" X 165"	165" X 165" X 165" CONCRETE MONUMENT
170	166" X 166" X 166"	166" X 166" X 166" CONCRETE MONUMENT
171	167" X 167" X 167"	167" X 167" X 167" CONCRETE MONUMENT
172	168" X 168" X 168"	168" X 168" X 168" CONCRETE MONUMENT
173	169" X 169" X 169"	169" X 169" X 169" CONCRETE MONUMENT
174	170" X 170" X 170"	170" X 170" X 170" CONCRETE MONUMENT
175	171" X 171" X 171"	171" X 171" X 171" CONCRETE MONUMENT
176	172" X 172" X 172"	172" X 172" X 172" CONCRETE MONUMENT
177	173" X 173" X 173"	173" X 173" X 173" CONCRETE MONUMENT
178	174" X 174" X 174"	174" X 174" X 174" CONCRETE MONUMENT
179	175" X 175" X 175"	175" X 175" X 175" CONCRETE MONUMENT
180	176" X 176" X 176"	176" X 176" X 176" CONCRETE MONUMENT
181	177" X 177" X 177"	177" X 177" X 177" CONCRETE MONUMENT
182	178" X 178" X 178"	178" X 178" X 178" CONCRETE MONUMENT
183	179" X 179" X 179"	179" X 179" X 179" CONCRETE MONUMENT
184	180" X 180" X 180"	180" X 180" X 180" CONCRETE MONUMENT
185	181" X 181" X 181"	181" X 181" X 181" CONCRETE MONUMENT
186	182" X 182" X 182"	182" X 182" X 182" CONCRETE MONUMENT
187	183" X 183" X 183"	183" X 183" X 183" CONCRETE MONUMENT
188	184" X 184" X 184"	184" X 184" X 184" CONCRETE MONUMENT
189	185" X 185" X 185"	185" X 185" X 185" CONCRETE MONUMENT
190	186" X 186" X 186"	186" X 186" X 186" CONCRETE MONUMENT
191	187" X 187" X 187"	187" X 187" X 187" CONCRETE MONUMENT
192	188" X 188" X 188"	188" X 188" X 188" CONCRETE MONUMENT
193	189" X 189" X 189"	189" X 189" X 189" CONCRETE MONUMENT
194	190" X 190" X 190"	190" X 190" X 190" CONCRETE MONUMENT
195	191" X 191" X 191"	191" X 191" X 191" CONCRETE MONUMENT
196	192" X 192" X 192"	192" X 192" X 192" CONCRETE MONUMENT
197	193" X 193" X 193"	193" X 193" X 193" CONCRETE MONUMENT
198	194" X 194" X 194"	194" X 194" X 194" CONCRETE MONUMENT
199	195" X 195" X 195"	195" X 195" X 195" CONCRETE MONUMENT
200	196" X 196" X 196"	196" X 196" X 196" CONCRETE MONUMENT

PLANNING & ZONING COMMISSION MEMBERS:

- It is my recommendation to move Alternate Jerry Jackson to the vacant “At-Large Seat 3” and to assign all new appointees to the “Alternate Seat 1 and 2” for probationary periods.

VIOLATIONS WITHIN THE COUNTY:

DISTRICT TWO:

- **RV VIOLATION:** 144 Apalachee Street, Lanark, FL 32323
(a certified letter has been sent to the property owner)

MARCIA M. JOHNSON

FRANKLIN COUNTY
CLERK OF THE CIRCUIT COURT

33 MARKET STREET, SUITE 203
APALACHICOLA, FL 32320



(850) 653-8861
FAX (850) 653-2261

Clerk's Report 9-18-18:

1. For information, my office is authorized by law to pay into the Clerk's fine and forfeiture fund all unclaimed money deposited or collected. A list was published in The Times, and pursuant to the law, proof of the publication is to be filed and recorded in the minutes of the county commission. The list totaled \$60 and represented checks issued that were never cashed pursuant to FS 116. The charge for the advertisement was \$13.93. The proof of publication is attached.

Page : 1 of 1 07/23/2018 08:19:41

Order Number : 34397585
PO Number :
Customer : 4010177 Franklin County Board of County
Contact :
Address1 : 33 Market Street, suite 203
Address2 :
City St Zip : Apalachicola FL 32320
Phone : (850) 653-8861
Fax : (850) 653-9799
Credit Card :
Printed By : Karen Glenn
Entered By : Susan Collins

Keywords : 21192 NOTICE
Notes :
Zones :

Ad Number : 34841482
Ad Key :
Salesperson : 750 - Susan Collins
Publication : TheTimes
Section : Classified 2006
Sub Section : Classified 2006
Category : 1100 Legal Advertising
Dates Run : 07/26/2018-07/26/2018
Days : 1
Size : 1 x 4.98, 47 lines
Words : 140
Ad Rate : Legals Rate
Ad Price : 13.93
Amount Paid : 0.00
Amount Due : 13.93

21192

NOTICE:

Pursuant to F.S. 116.21, Marcia M. Johnson, Clerk of Circuit Court, Franklin County, Florida, hereby certifies the following is a list of unclaimed monies deposited or collected by her office. Unless such monies are claimed on or before September 1, 2018, the same shall be declared forfeited. Any person having or claiming interest in such funds or any portion of them shall file their written claims with the Clerk of Court and shall make sufficient proof of their ownership. Please contact Marcia M. Johnson, Clerk, by telephone at (850) 653-8861 ext. 103 or Finance Clerk, Linda Phillips, at (850) 653-2275 ext. 111, or by mail at 33 Market Street, Suite 203, Apalachicola, Florida 32320.

Mail Payment to:
GateHouse Media LLC
PO Box 102801
Atlanta, GA 30368-2801
1-866-470-7133

Herbert A. Anderson
\$15.00
Lewis J. Andrews
\$15.00
Ray L. Cooper \$15.00
Liam W. Devaughn
\$15.00
Chandler D. Sannuti
\$15.00
Pub July 26, 2018

MARCIA M. JOHNSON

COURT FINE & FORF 13.93

FRANKLIN COUNTY CLERK OF CIRCUIT COURT
OPERATIONAL ACCOUNT
33 MARKET STREET • SUITE 203
APALACHICOLA, FLORIDA 32320
PH: 850-653-2275NO. **003640**GULF STATE BANK
APALACHICOLA, FLORIDA
AMOUNT

DATE

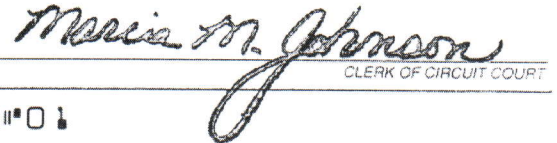
CHECK NO.

08/31/2018

3610

\$13.93

THIRTEEN AND 93/100 DOLLARS

PAY TO
THE
ORDER
OFGATEHOUSE MEDIA LLC
PO BOX 102801
ATLANTA GA 30368-2801
CLERK OF CIRCUIT COURT

⑈003610⑈ ⑆063107623⑆ 03010212⑈01

VENDOR .04468 GATEHOUSE MEDIA LLC

08/31/2018

Check # 3610

FUND & ACCOUNT	P.O.#	INVOICE	DESCRIPTION	AMOUNT
120.30.604.4900		34841482	UNCLAIMED FUNDS AD	13.93
			TOTAL	13.93

The Times

129 Commerce Street
Apalachicola, FL 32320
Published Thursday
Apalachicola, Franklin County, Florida

State of Florida County of Bay

Before the undersigned authority personally appeared Karen Glenn, who on oath says that she is a Legal Advertising Representative of The Times, a newspaper published at Apalachicola in Franklin County, Florida; that the attached copy of advertisement, being a Legal Advertisement #21192T in the matter of **NOTICE - Herbert Anderson** in the Franklin County Court, was published in said newspaper in the issue of **July 26, 2018**.

Affiant further says that the said The Times is a newspaper published at Apalachicola, in said Franklin County, Florida, and that the said newspaper, has heretofore been continuously published in said Franklin County, Florida, each Thursday and has been entered as periodicals matter at the post office in Apalachicola, in said Franklin County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that (s)he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in said newspaper.

Karen Glenn

State of Florida

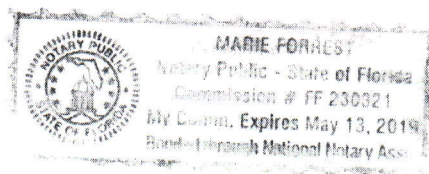
County of Bay

Sworn to and subscribed before me this **26th** day of **July**, A.D., **2018**.

By Karen Glenn, Legal Advertising Representative of The Times, who is personally known to me or has produced N/A as identification.

Marie Forrest

Notary Public, State of Florida at Large



21192 NOTICE:

Pursuant to F.S. 116.21, Marcia M. Johnson, Clerk of Circuit Court, Franklin County, Florida, hereby certifies the following is a list of unclaimed monies deposited or collected by her office. Unless such monies are claimed on or before September 1, 2018, the same shall be declared forfeited. Any person having or claiming interest in such funds or any portion of them shall file their written claims with the Clerk of Court and shall make sufficient proof of their ownership. Please contact Marcia M. Johnson, Clerk, by telephone at (850) 653-8861 ext. 103 or Finance Clerk, Linda Phillips, at (850) 653-2275 ext. 111, or by mail at 33 Market Street, Suite 203, Apalachicola, Florida 32320.

Herbert A. Anderson \$15.00
Lewis J. Andrews \$15.00
Ray L. Cooper \$15.00
Liam W. Devaughn \$15.00
Chandler D. Sannuti \$15.00
Pub July 26, 2018

T 04468

REF 34841482

Undeclared Funds Ad
120.30, 604.4900

\$ 13.93

Select Year:

The 2018 Florida Statutes

[Title X](#)
PUBLIC OFFICERS, EMPLOYEES, AND
RECORDS

[Chapter 116](#)
POWERS AND DUTIES OF
OFFICERS

[View Entire
Chapter](#)

116.21 Unclaimed moneys; limitation.—

(1) The sheriffs and clerks of the courts of the various counties of the state are authorized at their discretion on or before September 25 of each and every year hereafter to pay into the fine and forfeiture fund of their respective counties, or the fine and forfeiture fund created under s. [142.01](#), any or all unclaimed moneys deposited or collected by them in their official capacity, which unclaimed moneys came into their hands prior to January 1 of the preceding year and for which moneys claim has not been made. Any unclaimed moneys collected or deposited by the clerk of the circuit court in the course of the clerk's court-related activities may be processed under this chapter; however, the clerk must pay for the cost of publication of the list of unclaimed court-related funds. Any unclaimed court-related funds collected or deposited by the clerk which remain unclaimed must be deposited into the fine and forfeiture fund established under s. [142.01](#).

(2) The sheriffs and clerks of the various courts of the respective counties may, during the month of July of each year, hereafter make and compile a list of any or all unclaimed moneys which came into their hands as provided in subsection (1) above. Such compilation shall list, in addition to the name of the defendant, the respective amounts of such unclaimed moneys. Such list or compilation shall be published one time during the month of July in a newspaper of general circulation in the county served by such sheriff or clerk, and the notice shall specify that unless such moneys are claimed on or before September 1 after such publication that same shall be declared forfeited to such county. Proof of such publication shall be made by the publisher of such newspaper and shall be filed and recorded in the minutes of the county commissioners of such county.

(3) Persons having or claiming any interest in such funds or any portion of them shall file their written claims with the sheriff or clerk of the court of the county having custody of such funds within the time specified by the notice and shall make sufficient proof to the sheriff or clerk of their ownership and upon so doing shall be entitled to receive any part of the moneys so claimed. For the purposes of this section, any municipality that has a municipal detention facility and that prosecutes through its own municipal prosecutor shall have a claim against any unclaimed moneys collected due to violations of that municipality's ordinances within the territorial jurisdiction of the county and for which a claim has not been made by the person entitled to such funds. Unless claim is filed within such time as aforesaid, all claims in reference thereto are forever barred.

(4) Except for the cost of publishing the notice for the clerk's unclaimed court-related moneys, the cost of publishing the notices as required by subsection (2) shall be paid by the county commissioners, and the sheriff or the clerk shall receive as compensation the regular fee allowed by statute for the collection of fines, fees, and costs adjudged to the state upon the amounts remitted to the fine and

forfeiture fund. Upon such payment to the fine and forfeiture fund, the sheriff or clerk shall be released and discharged from any and all further responsibility or liability in connection therewith.

History.—ss. 1, 2, 3, 4, ch. 22050, 1943; s. 8, ch. 82-118; s. 744, ch. 95-147; s. 1, ch. 97-56; s. 40, ch. 2005-236.

RESTORE Coordinator Report
September 18, 2018

1- Inform the Board that I attended the Sept. 12 TRIUMPH Board meeting in Panama City for two reasons. The county received a denial letter for the Armory project, which I have attached, and the agenda included a discussion about the oyster recovery initiative TRIUMPH Board member Jason Shoaf has started.

Regarding the Armory- I spoke to TRIUMPH staff extensively before the meeting. The project could be reconsidered if the county would reduce the amount of TRIUMPH funds it is requesting, so that the leveraging of TRIUMPH funds to community economic impact would be better. The initial request was for \$2M of TRIUMPH funds. Board discussion.

Regarding the TRIUMPH oyster recovery initiative- As the Board may recall, Mr. Jason Shoaf, TRIUMPH Board member, has asked the TRIUMPH Board to support a broad based oyster recovery project. The impetus for this effort came from the FSU project that was to be based in Franklin County. Mr. Shoaf is envisioning a larger project than what FSU proposed, with a larger benefit area. Mr. Shoaf is talking about a \$60M oyster recovery effort that would involve all of the oyster production areas from Pensacola to Apalachicola. In order for the TRIUMPH Board to support the project some portion of the funds have to generate jobs. Mr. Shoaf and TRIUMPH staff have met with FSU and UF, as those two state institutions have shown interest in assisting with the research for the recovery effort, but the partner to create jobs and actually run the recovery program has not been identified. Mr. Shoaf announced at the TRIUMPH meeting that he has organized a meeting for Sept. 25 at 1 PM, at the Gulf Coast College in Panama City, to hear from a variety of experts on what needs to be done to rebuild the Florida oyster industry. The TRIUMPH staff is organizing the speakers and meeting is open to the public.

I did learn one more thing. TRIUMPH staff would consider funding a project at the airport if it would create jobs, so I have contacted the current FBO, Centric, to see what sort of building they could use that would create jobs at the airport.

2- Board action to accept maintenance responsibilities for Island View Park from Mr. Doug Hattaway, TPL Project Manager. At this time the Park is substantially complete and is being used by the public. Mr. Hattaway is still working with the general contractor on some warranty issues but with the public using the park someone needs to be monitoring trash and general maintenance of the park. The county already has a signed agreement with FDEP which allows the county to be reimbursed for \$170,000 worth of park maintenance over the next 10 years, and the county can begin billing for maintenance if we accept maintenance responsibilities. Mr. Hattaway, on behalf of TPL, is making this request to the Board. I have spoken to Mr. Fonda Davis and he is willing to take over maintenance responsibilities. Board action.

3- Inform the Board that I have been in discussion with state and federal representatives in an effort to resolve the problem of the final surface of the road the county is building in Bald Point State Park. The current park manager does not want the county to put an asphalt surface on the road that is being built with FEMA funds. I have spoken to her

directly and she does not want to see more asphalt in the park, in the event this new road gets damaged and she has more asphalt debris to deal with. I have explained that the new road has been located so that the chance of hurricane damage is small, and that the county wants an asphalt surface to minimize maintenance. Initially I had said it would be a gravel surfaced road, but when the engineers designed the road it became apparent that they could handle the stormwater run-off from an asphalt road so they have designed an asphalt road. The road is under review by park personnel in FDEP so I have requested assistance from the Governor's Office and from Mr. Will Kendrick to have them talk to senior FDEP officials to see if an asphalt road can be approved.

Triumph Gulf Coast, Inc.

MyFlorida.com

Mr. Mark Curenton
Franklin County Board of County Commissioners
34 Forbes Street
Apalachicola, Florida 32320

September 1, 2018

Dear Mr. Curenton:

Thank you for submitting an application for funding to Triumph Gulf Coast, Inc. We appreciate your time and effort and your commitment to creating a better Northwest Florida.

As you may know, Triumph Gulf Coast has received many more requests for funding than can be supported with the resources available to us. Unfortunately, after a thorough review by our professional advisors, it does not appear that your proposal meets our purposes and requirements for substantially improving the economy of the eight counties disproportionately affected by the Deepwater Horizon Oil Spill.

We are required by law to score each application as to its likely return on investment and potential for diversifying and enhancing our regional economy. Proposal # 20, "Fort Coombs Armory Restoration", was scored as a C based on the economic impact information provided in the application.

Proposals with a score of C, D, or F will not be recommended to our Board of Directors. There is no certainty that all A and B scored proposals will be funded.

The information provided in the application did not demonstrate adequate quantifiable performance metrics for creation of new jobs. Without such information regarding the measurable benefits to be generated from the project, it is not possible for our economists to determine the overall long term, sustainable economic benefits to the community.

While tourism is replacing the traditional industries of lumber and then seafood over time in Franklin County, the current Armory is already used for events that attract out-of-town visitors, primarily at the weekends. However, there will be limitations on growth in the number of events that can be hosted, due simply to capacity constraints that will not be very much greater

than current usage. This in turn imposes a limitation on net new visitation and associated job creation for Apalachicola and Franklin County.

Credible economic impact analysis suggests that upon completion of the renovation project, sustainable new direct jobs will be in the tourism sector at modest wages. The average cost per job across all jobs, including direct, indirect, and induced will be from \$200,000 to \$288,000 per job. Either a lower dollar request or the inclusion of credible additional uses for the facility in order to drive demand and thus job creation could help bring this cost per job down.

As you are aware, Triumph Gulf Coast is not the only source of funds arising from the Deepwater Horizon Oil Spill. The RESTORE Act, a federal law, provides \$6.2 billion to coastal states, counties and communities for environmental projects and other needs. If you believe your proposal qualifies, you may want to be in contact with the RESTORE coordinator in your county.

We appreciate your participation and welcome any future proposals that more closely fulfill the purposes and requirements of Triumph Gulf Coast.

Sincerely,



Susan Skelton
Executive Director

Agenda
Triumph Gulf Coast, Inc.
Bay County Government Center
840 West 11th Street
Panama City, Florida
September 12, 2018
1:00 p.m. CT

Call to Order and Welcome

Roll Call

Review and Approval of Minutes of July 18, 2018 Board Meeting

Acknowledgement of Service and Resignation of Mr. Stan W. Connally, Jr.

Presentation on Regional Economic Development Officers' activities related to attendance at Farnborough Air Show including impacts of Triumph Gulf Coast on possible prospects and leads – Nathan Sparks, Okaloosa County Economic Development Officer

Committee Reports

- Sports Tourism Working Group Meeting – Allan Bense
- Oyster Industry Working Group Status – Jason Shoaf
- Performance Review of Executive Director – Allan Bense

Treasurer's Report

- August Financial Statement
- Receipt and Deposit of Interest from Department of Economic Opportunity Trust Fund

Staff Report

- Update on Auditor General's Office Audit status
- Request to approve continuation of current legal services agreements through October 31.

Legal Report

- Review of Proposed Grant Award for Proposal #143 – Bay County School District - Haney Technical Center HVAC Training Program Modernization for \$614,000.
- Review of Term Sheet for Proposal #72 - Whiting Aviation Park Improvements for \$8,523,655.

- Status of Projects in Negotiation

- a. Proposal #5 - Escambia County School District Workforce Development
- b. Proposal #120 - City of Pensacola Airport MRO Aviation Campus

Program Administration Report

Program Administrator's Report

Economic Advisor's Report and Recommendations on Proposals Under Review

- a. Proposal #26 – City of Apalachicola - Scipio Creek Basin and Boatyard Improvements
- b. Proposal #27 – Gulf County Board of County Commissioners – Port of Port St. Joe Project (Floating Dry Dock) – (Presented for Contingent Approval subject to specific conditions)
- c. Proposal #65 – Bay Youth Summer Services Program
- d. Proposal #153 – Gulf County School District – Unmanned Aircraft Systems Certification Training

Public Comment

Closing Remarks

Adjourn

DEPENDING ON THE NUMBER OF PERSONS WISHING TO BE HEARD, THE CHAIR MAY LIMIT PUBLIC TESTIMONY TO 3 MINUTES PER SPEAKER.

For more information, contact Triumph Gulf Coast at 850-387-9405. Any person who requires special accommodations because of physical impairment or disability should contact Triumph Gulf Coast at 850-387-9405 at least 24 hours prior to the meeting.

FRANKLIN COUNTY BOARD OF COMMISSIONERS

34 Forbes Street, Suite 1
Apalachicola, Florida 32320

FINAL ACCEPTANCE OF PARK CONSTRUCTION AND EQUIPMENT AND ASSIGNMENT OF WARRANTY

This Final Acceptance of Park Construction and Equipment and Assignment of Warranty (“**Acceptance and Assignment**”) is made in connection with that certain Grant of Temporary Construction and Access Easement (the “Access Agreement”) by and Between **The Trust for Public Land**, a nonprofit California corporation, whose address is 306 North Monroe Street, Tallahassee, Florida 32301 hereafter (“TPL”) and the **Franklin County Board of Commissioners**, hereafter (“Franklin County”) and dated June 30, 2016.

WHEREAS, pursuant to the Access Agreement TPL agreed to provide for certain habitat restoration and development of a passive park on property located on US Hwy 98 in Franklin County and more commonly referred to as the “Island View Park”, and

WHEREAS, the aforementioned habitat restoration and park development was funded by The Florida Department of Environmental Protection’s (“FDEP”) Gulf Coast Access Program and a U.S. Fish and Wildlife Service National Coastal Wetlands Conservation Program grant as administered by the FDEP and all of the proposed improvements and restoration have been completed and all inspections related to the completion of Island View Park have been performed and deemed acceptable; and

WHEREAS, it is the desire of the parties that the improvements, which have been constructed at Island View Park are being transferred to Franklin County consistent with the terms of the Access Agreement without cost to the County and free of all liens except only those associated with the construction of improvements, which will remain the responsibility of and be resolved by TPL.

NOW THEREFORE, in consideration of the mutual covenants and obligations herein, and Ten and 00/100 Dollars (\$10.00), the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. In connection with Franklin County’s acceptance of the improvements at Island View Park, which is owned and will be managed by Franklin County, TPL, as purchaser of all installed improvements hereby assigns all warranties associated with the improvements to Franklin County.
2. Having had the opportunity to inspect the improvements, Franklin County hereby accepts this assignment and agrees to assume responsibility for the

maintenance and operation of the improvements at Island View Park, and further assumes all liability for the use of the Island View Park by the public.

3. Franklin County acknowledges and agrees, that upon execution of this Acceptance and Assignment, TPL shall have no further responsibility for maintenance, repair, or replacement of the improvements at Island View Park. Upon acceptance, Franklin County acknowledges and agrees to operate and maintain Island View Park consistent with the terms and conditions of the Deepwater Horizon Operation and Maintenance Grant Agreement (the "Grant Agreement") between Franklin County and FDEP for the term of the Grant Agreement. Thereafter, Franklin County shall maintain and operate Island View Park in its sole discretion.

4. Upon execution by Franklin County and delivery to TPL of this Acceptance and Assignment, TPL shall cease to be liable or responsible for any and all claims, demands, liens, liabilities, penalties, fines, fees, judgments, costs, expenses, losses and damages (collectively, "Claims"), and further Franklin County hereby waives, releases, remises, acquits and forever discharges TPL, its officers, employees, agents, successors and assigns from any and all claims, suits, actions, causes of action, demands, rights, damages, costs, expenses, penalties, fines whatsoever, direct or indirect, which Franklin County may have after executing this Acceptance and Assignment on account of or in any way arising out of or in connection with damage to Island View Park, or injury or death to persons resulting in any way from, or arising out of the use by the public, maintenance, repair, replacement of the improvements at Island View Park.

5. TPL shall remain responsible for settling any pending payments to its Contractor, or sub-Contractors and resolving construction related liens, or claims, if any, related only to the construction of improvements at Island View Park and shall promptly notify Franklin County in writing upon full resolution of final settlement of all claims. Franklin County shall be solely responsible for any, and all other monetary claims related to maintenance, repair, replacement, or use of the improvements by the public at Island View Park and further agrees to indemnify and hold harmless TPL from any such claims.

IN WITNESS WHEREOF, the parties have executed this Acceptance and Assignment as aforesaid.

The Trust for Public Land, a
California nonprofit corporation

AGREED TO AND ACCEPTED BY:
Franklin County Board of Commissioners

By: Peter Fodor
Title: Legal Director
Date: _____

By: _____
Title: _____
Date: _____

ATTEST:
By: _____

Reviewed and approved for execution
By: _____

County Coordinator's Report
BOCC Regular Meeting
September 18, 2018

1. At your August 21st meeting, Commissioner Sanders stated that residents of the Sun N Sand subdivision were uncomfortable with the cameras that were located around the traffic counters which were recently installed on Alligator Drive by the Alligator Point/St. Teresa Taxpayers Association. The traffic counters are part of the Association's study to develop a revenue stream for funding of the supplemental beach re-nourishment along Alligator Drive in an effort to provide long term protection for the road. The traffic counters will be removed by the end of this week so that the collected data could be analyzed. If there is a need to reinstall the traffic counters at some time in the future for additional data, the Association will make that request to the Board.
2. At your last meeting, the Board agreed to extend the TDC Administration contract to a month to month status with a three-month cap. This was done as a result of the Board's decision to re-advertise the Professional Executive Administration Services TDC contract. Mr. Curt Blair, your current Administrator, has sent his terms for this month to month contract, which includes changing the status from month to month to a three-month extension, increased compensation for the Administration contract, but no increases for the Visitor Center and Promotional Services contracts. There are some other language changes in the agreements. Attached is a memo from Mr. Blair explaining these changes and a draft copy of his proposed contract for your review. **Board action** to approve the Administrative, Visitor Center, and Promotional Services contracts from October 1, 2018 to December 31, 2018.
3. The County's Audit Review Committee met on Tuesday, August 11th to review and discuss the ranking of the proposals for Weems Memorial Hospital and the County's Auditing Services. The firms were scored on their ability, experience, personnel, and references, but were not interviewed by the Committee.
The Audit Review Committee recommendations:
 - Weems Memorial – The Committee ranked the top three firms, #1 Carr, Riggs & Ingram, LLC, #2 James Moore & Company, and #3 Draffin & Tucker, LLP and recommended that Weems staff negotiate with the #1 ranked firm. If negotiations are unsuccessful, staff should negotiate with the #2 ranked firm and then the #3 ranked firm if it becomes necessary. **Board action** to accept the Committee's recommendation and allow Weems staff to start negotiations with Carr, Riggs & Ingram, LLC.
 - County – The Committee ranked the top three firms, #1 Purvis Gray & Company, #2 Roberson & Associates, PA, and #3 Carr, Riggs & Ingram, LLC. The Committee recommends that County staff negotiate with the #1 ranked firm and if unsuccessful, negotiate with the #2 then #3 ranked firm. **Board action** to accept the Committee's recommendation and direct County staff to begin negotiations with Purvis Gray & Company.
4. The Board, at your July 17, 2018 meeting, authorized the Sheriff to upgrade the control panel in the Dispatch Control Room for the Jail, as the current system was outdated and creating a safety and security issue. As the vendor was reviewing the layout, it was discovered that if one of the

Correctional Officers in a certain control area experiences a safety or security event and pressed the Duress button on the control panel, then had to leave that area, there would be no way of accessing that control panel without going back into that specific area. The best option is to add hardware and software that would transfer control of that panel to another control panel if the Duress button is pressed, like remote access. The cost for this upgrade would be \$899 (see attached change order) increasing the total project cost to \$40,641. The Sheriff strongly recommends this upgrade. **Board action** to authorize this change order.

5. ***Yesterday, I was informed by the Sheriff's department that the Federal and State governments have finally worked through their issues and are ready to release FDLE's JAG Grant funding. The Sheriff uses this funding for his Narcotics department. **Board action** to authorize the Chairman's signature on the Certificate of Participation accepting these funds on behalf of the Sheriff.
6. Board action to authorize the Chairman's signature on Florida Fish and Wildlife Conservation Commission FY 17/18 Grant Agreement for the removal of a derelict vessel in the Eastpoint channel. Originally staff applied to have two vessels removed, however FWC was not able to complete the legal work on one so we proceeded with the application for the removal of the eligible vessel.
7. For Board information, staff has received a signed agreement from Florida Fish and Wildlife Conservation Commission's Florida Boating Improvement Program for the design improvements to Old Ferry Dock Boat Ramp. Dewberry will design the project, because the dollar amount of the agreement, \$40,798, doesn't meet the minimum amount that requires advertising under the Consultant's Competitive Negotiations Act.
8. For Board information, staff has also received a fully executed agreement from the Florida Department of Transportation of the design of County Road 67 Widening and Resurfacing Small County Outreach Program (SCOP) project. The estimated cost of this project is \$383,322 and shall be completed by June 30, 2019. The County will apply for construction funding in 2021. The Request for Qualifications advertisement has been sent to the local paper in order to expedite the commencement of this project.
9. The Finance Office has requested a Special End of the Fiscal Year Meeting to approve the final bill list for FY 2017-2018 which reduces the amount of bookkeeping transactions. I would like to schedule this Special Meeting on Monday, September 24th at 4:00 p.m., due to the Florida Association of Counties' Innovation and Policy Conference during that week and the County Court schedule for that day. **Board action.**
10. I have received an invoice from Florida Shore and Beach Preservation Association for membership dues in the amount of \$1,000. The County has been members since 2015 but has not attended any of their conference or used any of their lobbying services. Is the Board interested in continuing the County's membership in this Association? **Board discussion/action.**

*****Indicates that this item was added to the report after Friday 9/14**

Memo

TO: Michael Moron
FROM: Curt Blair
DATE: 9/10/18
SUBJECT: Contract Extension

Thank you for contacting me about the extension of the Allyn of Franklin contract beyond September 30, 2018. I did indicate to the BOCC at their last meeting that I would be willing to help while discussions continued on the selection of a new Administrator for the TDC and during the transition period.

Attached is a DRAFT of a proposed Extension of the contracts in place through September 30, 2018 for Allyn of Franklin LLC.

I used an old copy of an extension we used in a previous year and modified it accordingly. There are in fact three agreements that this document is designed to extend. The additions made are underlined and include:

- Term of contract - I know the BOCC's motion was for a month to month agreement; but based upon my conversation with the County Attorney about the RFQ process it seems pretty clear the work will extend through the month of December. It would make more sense for me to have a simple three month extension. As I have some plans that will need to be changed for the three month period, it is preferential that I lock down this commitment.

- There is a change in the first paragraph that creates this agreement between Franklin County and Allyn instead of between the FCTDC and Allyn. In keeping with the concept that all actions are within the authority of the BOCC, that change seemed appropriate.

- There is an added item to the Scope of Service to include transition activities.

- I have revised the compensation section to include the three agreements now in place with Allyn. There is no change in the compensation amounts for the Visitor Center and the Promotional Services addendum. The Administrative portion has been changed from an hourly rate to a fixed rate per month. The fixed rate is limited to 1/12th per month of the annual budget for administration. This is a slight increase from last year and is designed to accommodate the need for me to make certain changes in my previous plans for the months covered under the agreement.

I think everything else is the same as the current contracts.

Thanks

ALLYN OF FRANKLIN, LLC

Administrative Services

CONTRACT EXTENSION

This contract extension agreement is entered into this 1st day of October, 2018, between Franklin County, Florida a political sub-division and Allyn of Franklin, LLC. Allyn of Franklin, LLC agrees it shall act as the FCTDC's administrative, research, and accounting services staff and perform all necessary services and responsibilities associated with these functions including:

Serving as administrative and accounting staff for the FCTDC, Allyn of Franklin, LLC will provide the following duties:

- scheduling and attend meetings, drafting agendas, taking minutes, handling all correspondence;
- Maintaining an accessible public office facility, maintain files;
- Respond to requests for information regarding FCTDC programs;
- Assist FCTDC in the preparation of procedural documents, request for proposals or bids, and contracts;
- Collect and maintain information on Franklin County tourist tax revenue collections;
- Process invoices and expedite payment requests to Franklin County's Finance Office;
- Financial: Draft and monitor budgets, create, present, and interpret monthly financial statements and perform budget analysis;
- Manage the FCTDC Grant Program, including noticing grant program funds, conduct training sessions for applicants, oversee applications and contracts, monitor grantees, and obtain follow-up reports;
- Assist in carrying out such promotional activities as may be requested by the Board;
- Manage activities relating to BP Oil Spill grant funding and assist in providing such promotional services as such grants require;
- Other duties as requested by the FCTDC.
- Assistance in transition activities upon the selection of a new Administrative Services team.

This agreement covers three contracts identified below. The Franklin County, Florida agrees to compensate Allyn of Franklin, Inc. in the following manner:

Administrative Services Contract: as part of this, the Core Services agreement, Allyn of Franklin, LLC shall be paid at the rate of \$9,333.33 per month payable upon receipt of an invoice for services rendered during the previous month. This is a fixed fee agreement and includes all personnel requirements, all equipment such as computers, printers, copiers, rent, utilities, and any other necessary equipment to perform the duties listed but specifically does not include costs associated with advertising, postage, special equipment costs, and bulk printing costs.

Visitor Center and Information Services Contract: For services related to management of the Eastpoint Visitor Center as described in an existing contract ending on September 30, 2018, at the rate of \$10,000 per quarter payable in advance on October 1, 2018.

Addendum to the Allyn of Franklin LLC Agreement Scope of Service for Promotional Services: Services provided under an existing agreement for promotional services rendered at the rate of \$17/hr up to a maximum of \$4,500 over the period of this agreement.

No website maintenance service is made a part of this contract.

Allyn of Franklin, LLC will thoroughly document time and expenses for promotional services as required above. Any disagreement that arises out of this agreement shall be resolved by arbitration in accordance with Florida Law. Both parties agree to adhere to any such settlement agreement. The term of this agreement will be from October 1, 2018 through December 31, 2018.

Contractor will not be able to assign, transfer, convey, sublet, or otherwise dispose of this contract, or of any and all of its rights, title, or interest therein, or his or its power to execute such contract to any person, company, or corporation, without prior written consent of the FCTDC. Applicant must be willing to submit financial documentation, such as audits, if requested.

All work performed under the contract must be the property of Franklin County, Florida, for whatever use and/or disposition may deem appropriate, and shall have the full right to reproduce and/or use any products derived from the contractor's work under this contract, without payment of any royalties, fees, etc.

As to Allyn of Franklin, LLC:

As to Franklin County:

Curt Blair

Joseph "Smokey" Parrish, FCBOCC Chair

DRAFT

Change Order

South Western Communications, Inc.
4871 Rosebud Lane
Newburgh, IN 47630

Distribution ☐ Franklin Co Sheriff's Office
☐
☐ Office ☐ Field
☐ Other

Project: Franklin Co Sheriff's Office **Contract Number:** 125180707- Franklin Co Sheriff's Office
Proposed Change Order #: PCO 1 PCO 1 - Touch Screen Mod
To (Contractor): South Western Communications, Inc.
4871 Rosebud Lane
Newburgh, IN 47630 **Change Order Date :** 08/30/18

You are directed to make the following changes in this Contract:

C.O. Item	Contract Item	Change in Days	UM	Units	Description	Unit Price	Amount
1	1		LS		PCO 1 - Touch Screen Mod		899.00

PCO 1 Description:

For your consideration, SWC is proposing to program a feature into the new touchscreen control stations which will allow the operator to transfer the controls of Touchscreen B (Housing) to Touchscreen A (Central Control), this includes the transfer of associated audio of the intercom system.

PCO Sum: \$899

Total For Change Order: **899.00**

Not valid until signed by both the Owner and Architect. Signature of the Contractor indicates the Contractor's agreement herewith, including any adjustment in the Contract Sum or Contract Time.

The original Contract Sum was	39,742.00
The net change by previously authorized Change Orders was	0.00
The Contract Sum prior to this Change Order was	39,742.00
The Contract Sum will be increased by this Change Order	899.00
The new Contract Sum will be	40,641.00

Authorized By Owner: Franklin Co Sheriff's Office FL 270 State Road 65 Eastpoint, FL 32328	Accepted By Contractor: South Western Communications, Inc. 4871 Rosebud Lane Newburgh, IN 47630	Architect/Engineer:
By: _____	By: _____	By: _____
Date: _____	Date: _____	Date: _____

Change Order

South Western Communications, Inc.
4871 Rosebud Lane
Newburgh, IN 47630

Distribution

☐ Franklin Co Sheriff's Office

☐

☐ Office

☐ Other

☐ Field

The Law Office of Thomas M. Shuler, P.A.
Apalachicola, Florida 32320

Phone: 850-653-1757
Fax: 850-653-8627
Email: mshuler@shulerlawfl.com

Mailing Address:
40-4th Street
Apalachicola, FL 32320

To: Franklin County Board of County Commissioners

From: Thomas M. Shuler, Franklin County Attorney

Date: September 14, 2018

Re: September 18, 2018 meeting

1. ESF15 and Capital Area Community Action Agency

Mr. Tim Center informs me that the Capital Area Community Action Agency ("CACAA") has agreed to act as the ESF15 for Franklin County to manage volunteers and donations for locally declared emergencies.

He has asked that Franklin County pay \$3,500.00 annually toward a full time employee position in Franklin County, Florida. I am told that the position will pay \$30,000.00 annually. I previously emailed you the job description for this position and notified you that I have requested that CACAA consider experience and ability, as well as educational requirements. The employee will be controlled by CACAA, but their duties will in part require them to oversee the ESF15 function for Franklin County.

A proposed contract is attached. CACAA has agreed to the contract.

Board Action: Discussion and board action whether to approve the contract with CACAA.

2. Clay Ketcham

Mr. Ketcham has requested an engagement letter to perform an appraisal for the county, not to exceed \$7,500.00.

Board Action: Discussion and action on the request for an engagement letter.

3. TDC Vendor Contracts:

In part, I have advised Curt of the following concerning the TDC Vendor contracts:

So far as legal review of the contracts is concerned, I approve of the form of the contracts, as they meet the bare minimum requirements: each contract is in writing,

signed by the party to be charged, it provides a scope of work, an amount for payment of the work and the length of the contract.

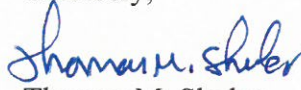
I render no opinion concerning the substance of the contracts as that is a policy matter between Curt, the TDC and the county commission. Furthermore, I was not involved in the negotiations, so I am not in a position to know if the contracts do or do not correctly reflect those discussions.

4. Amended RFQ for TDC Administrative Position and Eastpoint Visitor Center

The amended RFQ is attached for board discussion and direction.

The changes appear on the following pages: 1, 2, 5, 6, 18, 29, 32, 35 & 38.

Sincerely,


Thomas M. Shuler

TMS/kj
Enc: as stated

CONTRACT

WHEREAS, Capital Area Community Action Agency, Inc., a Florida not for profit corporation, ("Franklin's Promise") whose mailing address is 309 Office Plaza Drive, Tallahassee, Florida 32327; Phone: 850-222-2043, has been requested by Franklin County to be, and has accepted a designation as, the Emergency Support Function 15 ("ESF 15"), by Franklin County, a political subdivision of the State of Florida; and,

WHEREAS, one of the important functions of the ESF15 is that it is designated by Franklin County as the entity to collect and manage donations for recovery efforts during and after disasters; and,

WHEREAS, designation as Franklin County's ESF15 is inherently a position of public trust and confidence, and carries with it fundamental obligations of transparency and accountability to Franklin County, and the public, for donations received in its capacity as the ESF15, as well as how those funds are spent; and,

WHEREAS, all donations made to Capital Area Community Action Agency, Inc. in its capacity as Franklin County's ESF15 are held in trust for the public and shall be received, accounted for, and expended in a manner that is transparent, open and accountable to Franklin County and the public; and,

WHEREAS, as consideration for this agreement Franklin County shall provide \$3,500.00 annually to Capital Area Community Action Agency, Inc. and Capital Area Community Action Agency, Inc. shall provide a full-time employee in Franklin County, Florida, who duties shall be controlled by Capital Area Community Action Agency, Inc., but which will include the ESF15 duties set forth herein.

NOW THEREFORE BE IT AGREED between Franklin County, a political subdivision of the State of Florida, and Capital Area Community Action Agency, Inc that:

1. All the foregoing recitals are incorporated herein and adopted by the parties.
2. The parties stipulate that all donations received by Capital Area Community Action Agency, Inc. earmarked for disasters occurring in Franklin County, Florida as a result of a local declaration of a state of emergency shall be subject to this ESF15 contract.
3. In consideration of these mutual promises, and other valuable consideration, the receipt and sufficiency of which are acknowledged, Capital Area Community Action Agency, Inc agrees to all of the following:
 - a. All monetary donations received by Capital Area Community Action Agency, Inc. in its capacity as an ESF15 for Franklin County shall be deposited into a separate bank account at a FDIC insured bank located in Franklin County, Florida ("Special Account."). Only funds relating to ESF15 functions for Franklin County shall be deposited into this account. Funds donated to

Capital Area Community Action Agency, Inc. which are not related to its ESF15 function shall not be commingled into this Special Account.

- i. Franklin County shall be named as an additional entity authorized to have permanent unlimited access to the Special Account, including but not limited to the bank statements and account documents, for oversight and audit purposes, but will not be an account owner and will not withdraw funds from this account. The Special Account documents shall be structured in a manner approved by Franklin County, including, but not limited to a resolution on file with the banking institution that Franklin County's access to the Special Account cannot be cancelled without the prior written approval of Franklin County and that the Special Account cannot be closed without the prior written consent of Franklin County and the ESF15.
- b. All records of Capital Area Community Action Agency, Inc relating to its status and activities as ESF15 for Franklin County shall be public records.
- c. Written receipts including the name and, if possible, the address of the donor, and the amount of the donation, shall be made for all cash donations. Copies of such receipts shall be given to the donor and the original retained by Capital Area Community Action Agency, Inc.
- d. The monetary donations from the Wildfire that occurred on June 24, 2018, in Eastpoint, Florida, known as the Lime Rock Fire, as well as all future donations for other disasters in Franklin County, shall be regularly accounted for by Capital Area Community Action Agency, Inc. to Franklin County, at least monthly, with a minimum report consisting of a copy of the bank statement for the Special Account showing deposit of all donations received and all expenditures from the account mentioned in paragraph 2(a) and copies of receipts, as well as such other information as may be requested by Franklin County. This report shall be delivered to Michael Moron at 34 Forbes Street, Apalachicola, Florida or michael@franklincountyflorida.com. A copy of the bank statement shall be delivered to Michael Moron with this monthly report.
- e. All donations to the ESF15, including for the Wildfire, are subject to audit by Franklin County, as the expense of Franklin County.
- f. One Hundred percent (100%) of the donations for the Wildfire shall be expended for the Wildfire recovery.
- g. No administrative fees or costs of any kind shall be deducted from any part of the donations for the Wildfire.
- h. Franklin County shall be the final decision maker on the expenditure of funds received by Capital Area Community Action Agency, Inc in trust as Franklin County's ESF15. All expenditures in excess of \$1,500.00 shall require the prior approval of Michael Moron, Franklin County's Coordinator. All expenditures below \$1,500.00, shall be made by Franklin County's Emergency Operation Center employees in conjunction with Capital Area Community Action Agency, Inc.

4. Each of the parties below is authorized to sign on behalf of their respective entity.
5. This agreement cannot be modified except in a subsequent writing signed by all parties.
6. If Capital Area Community Action Agency, Inc is no longer Franklin County's ESF15, then the ownership of the Special Account shall be transferred either to Franklin County as an agency fund held in trust for the benefit of disaster victims or a charitable organization selected by Franklin County within 30 calendar days written notice delivered to Capital Area Community Action Agency, Inc.
7. If Capital Area Community Action Agency, Inc is no longer Franklin County's ESF15, it shall continue to be bound by the terms of this contract for five years for the purpose of audit and retention of public records.
8. The ESF15 provisions of Franklin County's Emergency Management Plan are incorporated herein by this reference and are attached hereto as Exhibit "A." In the event of conflict, this contract controls.

Franklin County, a political subdivision of
the State of Florida

Attest:

By: _____
Marcia M. Johnson, Clerk

By: _____
Joseph A. Parrish, Its Chairman
Dated: September ____, 2018.

Capital Area Community Action Agency, Inc

Approved as to legal form and sufficiency

By: _____
Tim Center, Its Executive Director
Dated: September ____, 2018.

By: _____
Thomas M. Shuler, County Attorney

Subject: TDC Admin and Eastpoint Visitor Center

From: Thomas Shuler (mshuler@shulerlawfl.com)

To: smokey@franklincountyflorida.com; noah@franklincountyflorida.com; cheryl@franklincountyflorida.com; william@franklincountyflorida.com; ricky@franklincountyflorida.com; mmjohnson@franklinclerk.com;

Cc: michael@franklincountyflorida.com; lhines@franklinclerk.com;

Date: Monday, September 10, 2018 1:43 PM

Dear Commissioners and Madam Clerk:

Attached is the updated RFQ for TDC Admin. and the operation of the Eastpoint Visitor Center. I have attached a redline version so that you can easily see the changes that I have made. Red underlined words are additions. Red strike-throughs are deletions.

The changes appear on the following pages: 1, 2, 5, 6, 18, 29, 32, 35 & 38. There are some areas on the RFQ with red lettering that are neither underlined nor stricken-through and were part of the original RFQ.

One matter for the board to decide is what dates does the board want to select for the opening of the RFQs, the date for the review made by the TDC and the date that the County Commission interviews candidates.

Respectfully Submitted,

Michael Shuler

The Law Office of Thomas M. Shuler P.A.

Shuler Law Offices

40-4th Street

Apalachicola, Florida 32320

(850) 653-1757 Phone

(850) 653- 8627 Facsimile

mshuler@shulerlawfl.com

The information contained in this e-mail is attorney privileged and confidential. It is intended only for the use of the individual or entity named above. If the reader of this message is not the intended recipient, you are notified that any dissemination, distribution or copy of this communication is strictly prohibited. If you have received this communication in error, please notify us immediately and delete this message.

Attachments

- TDC.RFQ.2018.Administra9.10.18 - FINAL FOR CIRCULATION AMENDED.docx (110.87KB)

NOTICE OF REQUEST FOR COMPETITIVE SOLICITATION

NOTICE IS HEREBY GIVEN TO PROSPECTIVE RESPONDENTS that **no later than 4:00 P.M.** on (insert date)~~August 17~~, **2018** the Franklin County Clerk of Court will receive sealed responses for the following:

Professional Executive Administrator Services for the Franklin County Tourist Development Council and Operation of the Eastpoint Visitor Center

Requirements for submission, the Competitive Solicitation Documents, and the selection criteria must be downloaded from www.franklincountyflorida.com or call 1-850-653-8161, ext. 100 .

Responses will be opened at the (insert date)~~August 21~~, 2018 meeting of the Franklin County Board of County Commissioners at 34 Forbes Street, Apalachicola. This is an open meeting which begins at 9:00 a.m. (ET).

All respondents must use the current Competitive Solicitation Documents. Use of any other document will result in your submission being rejected.

Dated: July 9, 2018. Amended July 23, 2018. Amended September 5, 2018.

FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS REQUEST FOR COMPETITIVE SOLICITATION

PROFESSIONAL EXECUTIVE ADMINISTRATOR SERVICES FOR FRANKLIN COUNTY TOURIST DEVELOPMENT COUNCIL AND OPERATION OF THE EASTPOINT VISITOR CENTER

FRANKLIN COUNTY TDC

Council Members:

Cheryl Sanders - Chair, Franklin County Board of County Commission
Janalyn Dowden, Collector of Tourist Tax
Beverly Hewitt, Apalachicola Chamber of Commerce
Mayor Van Johnson, City of Apalachicola
Mayor Brenda LaPaz, City of Carrabelle
Rex Pennycuff, Tourist-Related At Large
Diana Prickett, Collector of Tourist Tax
Chester Reese, Carrabelle Chamber of Commerce
Kathy Robinson, Collector of Tourist Tax

Executive Administrator:

Curt Blair, Administrator

All responses submitted to this solicitation should be addressed to and received no later than 4:00 P.M. (ET), October 26~~August 17~~, 2018 at:

Franklin County Clerk of Court
33 Market Street, Suite 203
Apalachicola, FL 32320

Attention: **REQUEST FOR COMPETITIVE SOLICITATION: Professional
Executive Administrator for Franklin County Tourist Development Council**

TABLE OF CONTENTS

	Page
SECTION ONE	
Instruction to Respondents	4
SECTION TWO	
General Terms and Conditions	13
SECTION THREE	
Terms and Conditions Specific to: Professional Executive Administrator Services	15
SECTION FOUR	
Draft Agreement	18
SECTION FIVE	
Insurance Requirements and Response Forms Required by Franklin County, Florida	31
SECTION SIX	
Request for Competitive Solicitation Checklist	38

SECTION ONE INSTRUCTION TO RESPONDENTS

Requirements for submission, the Competitive Solicitation Documents, and the selection criteria must be downloaded from www.franklincountyflorida.com or call 1-850-653-8161, ext. 100

All respondents must use the current Competitive Solicitation Documents. Use of any other document will result in your submission being rejected.

1.01 DESCRIPTION

The Respondent awarded an Agreement shall provide Executive Administrative services for the Franklin County Tourist Development Council (TDC) as outlined within Specifications in **Section Three** of this Competitive Solicitation.

1.02 COPIES OF DOCUMENTS

- A. Only complete sets of Competitive Solicitation Documents will be issued and shall be used in preparing responses. The County does not assume any responsibility for errors or misinterpretations resulting from the use of incomplete sets.
- B. Complete sets of Documents may be obtained in the manner and at the location stated in the Notice of Request for Competitive Solicitations.

1.03 RESPONSE REQUIREMENTS

One (1) signed original, PLUS (1) flash drive with complete copy of Response/Statement of Qualification as a .pdf, and three (3) complete paper copies of the Response/Statement of Qualification must be received.

1.04 DISQUALIFICATION OF RESPONDENT

- A. **NON-COLLUSION AFFIDAVIT:** Any person submitting a Response/Statement of Qualification in response to this invitation must execute the enclosed NON-COLLUSION AFFIDAVIT. If it is discovered that collusion exists among the Respondents, the Proposal of all participants in such collusion shall be rejected, and no participants in such collusion will be considered in future Responses for the same work.
- B. **PUBLIC ENTITY CRIME:** A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a Proposal on an Agreement to provide any goods or services to a public entity, may not submit a Proposal on an Agreement with a public entity for the construction or repair of a public building or public work, may not submit Proposals on leases or perform work as a contractor, supplier, subcontractor or consultant under an Agreement with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for Category Two for a period of 36 months from the date of being placed on the convicted vendor list.
- C. **DRUG-FREE WORKPLACE FORM:** Any person submitting a Proposal in response to this invitation must execute the enclosed DRUG-FREE WORKPLACE FORM and submit it with

the Proposal. Failure to complete this form in every detail and submit it with your Proposal may result in immediate disqualification of your Proposal.

- D. RESPONSES RECEIVED AFTER DEADLINE: Any Response submitted after the Request for Competitive Solicitation deadline of **4:00 p.m. on (insert date) August 17, 2018** will automatically be disqualified.

1.05 EXAMINATION OF REQUEST FOR COMPETITIVE SOLICITATION DOCUMENTS

- A. Each Respondent shall carefully examine the Request for Competitive Solicitation and other Agreement documents and inform himself/herself thoroughly regarding any and all conditions and requirements that may in any manner affect cost, progress or performance of the work to be performed under the Agreement. Ignorance on the part of the Respondent will in no way relieve him/her of the obligations and responsibilities assumed under the Agreement.
- B. Should a Respondent find discrepancies or ambiguities in, or omissions from, the specifications, or should he/she be in doubt as to their meaning, he/she shall at once notify the County.

1.06 INTERPRETATIONS, CLARIFICATIONS AND ADDENDA

No oral interpretations will be made to any Respondent as to the meaning of the Agreement documents. Any inquiry or request for interpretation received in writing seven (7) or more days prior to the date fixed for opening of responses will be given consideration. Written inquiries should be emailed to Curt Blair at curt@saltyflorida.com. All such answers will be made in writing in the form of an Addendum and, if issued, shall be posted to www.franklincountyflorida.com and a notification will be furnished by www.franklincountyflorida.com to all known prospective Respondents prior to the Established Response opening date. It shall be the Respondents sole responsibility thereafter to download the addendum. Each Respondent shall acknowledge receipt of such addenda in the space provided in the response form attached. In case any Respondent fails to acknowledge receipt of such addenda or addendum, his/her response will nevertheless be construed as though it had been received and acknowledged and the submission of his/her response will constitute acknowledgment of the receipt of same. All addenda are a part of the Agreement documents and each Respondent will be bound by such addenda, whether or not received by him/her. It is the responsibility of each Respondent to verify that he/she has received all addenda issued before responses are opened.

Written portions of all Responses become the property of the Franklin County TDC upon receipt and will not be returned to Respondent. The Franklin County TDC shall have the right to use all ideas or adaptations of the ideas contained in any Response/Statement of Qualifications received in response to this Request for Competitive Solicitation. Selection or rejection of the Response will not affect this right.

All Responses received will be reviewed by the Franklin County TDC Selection Committee. The Selection Committee will recommend that no more than ~~three~~ five (5) of the agencies submitting a Response be interviewed by the Franklin County Board of County Commissioners without ranking. The names of the top ~~five~~ three applicants will be disclosed by the Franklin County TDC during an open meeting on Wednesday, (insert date) ~~September 12, 2018~~ at 2 p.m. (ET) at 731 Highway 98, Eastpoint, Florida 32320 / 850-670-3474. **No contact regarding this Request for Competitive Solicitation will be allowed between the applicant and individual members of the TDC Board Members or Selection Committee or Board of County Commissioners. The applicant shall not lobby, solicit or act to**

influence the TDC Board Members in any way that would have an effect on the outcome of the competition, discussion or negotiations leading to the award of an Agreement.

1.07 GOVERNING LAWS AND REGULATIONS

The Respondent is required to be familiar with and shall be responsible for complying with all federal, state and local laws, ordinances, rules and regulations that in any manner affect the work.

1.08 PREPARATION OF RESPONSES

Signature of the Respondent: The Respondent must sign the response forms in the space provided for the signature. If the Respondent is an individual, the words “doing business as _____”, or “Sole Owner” must appear beneath such signature. In the case of a partnership, the signature of at least one of the partners must follow the Agency name and the words “Member of the Agency” should be written beneath such signature. If the Respondent is a corporation, the title of the officer signing the Response/Statement of Qualifications on behalf of the corporation must be stated along with the Corporation Seal Stamp and evidence of his/her authority to sign the Response must be submitted. The Respondent shall state in the response the name and address of each person interested therein.

1.08.1 SUBMISSION OF RESPONSES

- A. **Respondents must submit one (1) signed original, PLUS (1) flash drive containing a complete copy of response/statement of qualifications as a .pdf, plus three (3) complete paper copies of the Response.** No waivers shall be allowed for responses which have not been submitted to the Franklin County Clerk by **4:00 p.m.** on the deadline date which is the (insert day) 17th day of October August, 2018.
- B. The response shall be submitted in one (1) sealed envelope/box, which shall be marked so as to clearly indicate its contents and the name of the Respondent. If forwarded by mail, the above-mentioned envelope shall be enclosed in another envelope addressed to the entity and address stated in the Notice of Request for Competitive Solicitation, and preferably by special delivery or registered mail; if forwarded otherwise than by mail, it shall be delivered to the same address. Responses will be received until the date and hour stated in the Notice of Request for Competitive Solicitations.
- C. Each Respondent shall submit with their Response the required evidence of their qualifications and experience.
- D. On Wednesday, (insert date) August 29, 2018, at 2 p.m. (ET) 731 Highway 98, Eastpoint, Florida 32328, the TDC Review Committee will meet to rank the applicants and may interview the applicants. On Wednesday, (insert date) September 12, 2018, at 2 p.m. (ET) 731 Highway 98, Eastpoint, Florida 32328/850-670-3474, the TDC will conduct a public hearing to disclose the top ~~five~~ three ranked applicants. The top ~~five~~ three applicants and their names will thereafter be submitted to the Board of County Commissioners, without ranking, for interviews to be conducted by the County Commission on a date which has not yet been determined. After interviews, the County Commission will rank the final ~~three~~ five applicants in order. Negotiations will then be conducted with the number one ranked applicant. If a contract cannot be successfully negotiated with the number one ranked applicant, then negotiations will commence with the number two ranked applicant. If a contract cannot be successfully negotiated

with the second ranked applicant, then negotiations will commence with the third ranked applicant. **No contact regarding this Request for Competitive Solicitation will be allowed between the applicant and the TDC Board Members or Board of County Commissioners.**

1.09 DETERMINATION OF SUCCESSFUL RESPONDENT

Selection of the highest ranked respondent shall be made to the responsible Respondent whose response is determined to be the most advantageous to the TDC and County, taking into consideration the evaluation criteria set forth below:

Experience, Technical Skills and Qualifications	40points
Written Presentation	20 points
Financial Ability to Provide Services	30 points
Service Capability to Franklin County	10 points

Total points earned are on a scale of 1 – 100 points (1 = lowest 100 = highest)

The TDC and County reserve the right to reject any and all responses and to waive technical errors and irregularities as may be deemed best for the interests of the TDC and County. Responses that are incomplete, unbalanced, conditional, obscure or that contain additions not requested or irregularities of any kind, or that do not comply in every respect with the Instruction to Respondent and the Agreement documents, may be rejected at the option of the TDC and County.

1.10 CONTENT OF SUBMISSION

The response submitted in response to this Request for Competitive Solicitation shall be typed on 8-1/2" x 11" white paper; shall be clear and concise and provide the information requested herein. Statements submitted without the required information will not be considered. Responses shall be organized and sections noted at top of page. Since oral presentations or demonstrations may not be solicited, the Respondent should not withhold any information from the written response. Each Respondent must submit adequate documentation to certify the Respondent's compliance with the County's requirements. Respondent should focus specifically on the information requested. Additional information, unless specifically relevant, may distract rather than add to the Respondent's overall evaluation.

We advise that prior to completing the response, the Respondent should review the Terms and Conditions Specific to the Executive Administrator Competitive Solicitation outlined in Section Three to ensure the capability to handle the Scope of Services required by the Franklin County TDC.

The Response/Statement of Qualifications should be set up as follows:

A. COVER PAGE

A cover page that states "REQUEST FOR COMPETITIVE SOLICITATION- Professional Executive Administrator Services for Franklin County Tourist Development Council." The cover page should contain name, address, telephone number of Respondent, and the name of the Respondent's contact individual or corporate officer authorized to execute Agreements.

B. SECTIONS

Section 1. Narrative Self-Analysis

The Respondent should provide a brief description of the Respondent's agency, date of establishment, ownership, organizational structure and mission statement. Information regarding ownership must include a list of shareholders holding 5% or more of stock, or, if the entity is a partnership, a list of general partners; if the entity is a limited liability company, provide a list of members. List all officers and directors of the entity; number of years the business has been operating, including number of years under current name.

The Respondent should provide a summary of the company's experiences in marketing specifically with respect to the Hospitality Industry and of any industry awards or recognition given to the agency preferably for tourism promotion.

Section 2. References

Each Respondent shall provide references (minimum of three) for which the Respondent has provided the same or similar services. Each reference shall include, at a minimum:

- Name and full address (including website address) of reference organization
- Name of contact person for Agreement
- Telephone number(s) and e-mail addresses
- Date of initiation of Agreement with reference
- Brief summary comparing the referenced services to these proposed services.

Section 3. Client Information

Respondent shall provide the following information:

- Brief description of the agency's statewide, national and international accounts.
- List the largest private sector current accounts. Briefly describe the types of services rendered for each account.
- For any current governmental accounts, list and describe the services rendered.
- Provide a statement to show the agency's willingness, if awarded an Agreement and if there should be a conflict between Franklin County and an existing account, to consider terminating the existing account.

Section 4. Financial Statements, Accounting and Bookkeeping Procedures

Respondent shall provide the following:

- A set of financial statements (Cash Flow, Income and Expenditure, Balance Sheet) for the prior three years, preferably with an audit opinion, for each of the two most recent fiscal years.
- A statement as to whether accounting for billing purposes is performed in-house or by a contracted accountant.
- A statement regarding the Respondent's ability to respond to government purchase orders; and
- A statement outlining the procedures that will be used to issue invoices in the billing of services for the TDC.
- Credit references (minimum of three)

- Demonstration that Respondent can maintain an account balance of a minimum of \$10,000 to cover necessary expenses between county billing cycles.

Section 5. Staff Information

- Respondent shall include a list of the proposed staff positions, for both the operation of the FCTDC offices and the Eastpoint Visitor Center, and describe each of their qualifications and experience that will be dedicated to the account if awarded this Agreement.

Section 6. Service Capability to Franklin County

- Describe agency administrative facilities;
- Provide agency website address for review;
- Provide information of location of the closest office available to FranklinCounty TDC administrative office for sales and technical support. If outside the State of Florida, state if the agency would be willing to locate a sufficiently staffed office in Franklin County or otherwise propose an anticipated method of servicing the account;
- Provide copies of documentation showing authorization to do business in the State of Florida. You must be registered at www.sunbiz.org.
- Provide statement acknowledging that the agency would agree not to represent any new tourism/destination clients without the approval of the Franklin County Tourist Development Council.

Section 7. Litigation

The Respondent must provide answers to the following questions regarding claims and suits:

- Has the person, principals, entity or any entity previously owned, operated or directed by any of its officers, major shareholders or directors, ever failed to complete work or provide the goods for which it has contracted? Yes or No. If yes, provide details;
- Are there any judgments, claims, arbitration proceeding or suits pending or outstanding against the person, principal of the entity, or entity, or any entity previously owned, operated or directed by any of its officers, directors, or general partners? Yes or No. If yes, provide details;
- Has the person, principal of the entity, entity, or any entity previously owned, operated or directed by any of its officers, major shareholders or directors, within the last five (5) years, been a party to any lawsuit, arbitration, or mediation with regard to an Agreement for services similar to those requested in the specifications with private or public entities? Yes or No. If yes, provide details;
- Has the person, principal of the entity, or any entity previously owned, operated or directed by any of its officers, owners, partners, major shareholders or directors, ever initiated litigation against the County or been sued by the County in connection with an Agreement to provide services, goods or construction services? Yes or No. If yes, provide details;
- Whether, within the last five (5) years, the owner, an officer, general partner, principal, controlling shareholder or major creditor of the person or entity was an officer, director, general partner, principal, controlling shareholder or major creditor of any other entity that failed to perform services or furnish goods similar to those sought in the request for competitive solicitation: Yes or No. If yes, provide details.

Section 8. County Forms

Respondent shall complete and execute the forms specified below and found at the designated pages in this Request for Competitive Solicitation, and shall include them in **Section Five**:

	Pages
Response Form	34
Non-Collusion Affidavit	35
Ethics Clause	36
Drug Free Workplace	37

Copies of all current professional licenses and copies of business tax receipts shall be included in this Section.

Section 9. Other Information

Provide any additional information which will present evaluators with insight about the qualifications, fitness and abilities of Respondent.

Section 10. Request for Response Checklist

Please review and complete the Request for Response/Statement of Qualifications Checklist (page 37) included in this Request for Competitive Solicitation. **Those applicants not submitting all items requested will automatically be disqualified.**

1.11 MODIFICATION OF RESPONSES

Written modifications will be accepted from Respondents after the initial submission only if addressed to the entity and address indicated in the Notice of Request for Competitive Solicitations and received prior to response opening due date and time. Modification must be submitted in a sealed envelope clearly marked on the outside, with the Respondents name and "Modification to REQUEST FOR COMPETITIVE SOLICITATION- **Professional Executive Administrator for Franklin County Tourist Development Council**".

1.12 RESPONSIBILITY FOR RESPONSE

The Respondent is solely responsible for all costs of preparing and submitting the response, regardless of whether an Agreement award is made by the County.

1.13 RECEIPT AND OPENING OF RESPONSES

Responses will be received until the designated time and will be publicly opened and read aloud at the appointed time and place stated in the Notice of Request for Competitive Solicitations. Franklin County's representative authorized to open the responses will decide when the specified time has arrived and no responses received thereafter will be considered. No responsibility will be attached to anyone for the premature opening of a response not properly addressed and identified. Respondent or their authorized agents are invited to be present.

1.14 DETERMINATION OF SUCCESSFUL RESPONDENT

Following the receipt of responses, the selection committee will meet in a publicly noticed meeting and evaluate the responses based on the criteria and point total above. The County reserves the right to reject any and all responses and to waive technical errors and irregularities as may be deemed best for the interests of the County. Responses that are incomplete, unbalanced, conditional, obscure or which contain additions not requested or irregularities of any kind, or which do not comply in every respect with the instruction to Respondents and the Agreement documents, may be rejected at the option of the County.

1.15 AWARD OF AGREEMENT

- A. The County also reserves the right to reject the response of a Respondent who has previously failed to perform properly or to complete Agreements of a similar nature on time, or who after investigation of reference or other criteria, does not meet County standards.
- B. The recommendations of the TDC will be presented to the Board of County Commissioners of Franklin County (BOCC), Florida, for final approval of an Agreement.
- C. The County reserves the right to waive any irregularity in any response, or to re-advertise for all or part of the work contemplated.

1.16 EXECUTION OF AGREEMENT

The Highest Ranked Respondent with whom an Agreement is negotiated shall be required to return to the County one (1) signed original Agreement together with the required certificates of insurance.

1.17 INSURANCE

The Respondent shall defend, indemnify and hold harmless the County as outlined on the attached form on page 31.

1.18 Bid Protest Procedure

a. Any vendor that has submitted a formal submittal to Franklin County, and who is adversely affected by the decision with respect to the award of the contract, may file with the County's Administration Office, 34 Forbes Street, Apalachicola, Florida or michael@franklincountyflorida.com a written Protest and supporting affidavits, if any, no later than forty-eight (48) hours (excluding Saturdays, Sundays and legal holidays) of the decision of the Franklin County Board of County Commissioners to award the contract.

b. The Protest shall be in the form of a letter stating all grounds claimed for the protest. Failure to do so shall constitute a waiver of all rights to seek any further remedies provided for under this Protest Procedure.

c. The County Administrator shall submit the Protest and supporting affidavits, if any, along with his or her own statement and supporting affidavits, if any, in support of the award of the contract to the Board of County Commissioners for a final determination of the protest at the next regular meeting of the Board of County Commissioners.

SECTION TWO GENERAL TERMS AND CONDITIONS

2.01 DEFINITIONS

Wherever used in these General Conditions or in the other Agreement documents the terms below have the meanings indicated which are applicable to both the singular and plural thereof. The use of the terms “he,” “him,” “himself” or “his” shall refer to male and female persons alike and should not be construed as derogatory or discriminatory to female persons.

Request for Competitive Solicitation: Also means **Request for Qualifications** or Abbreviation of RFQ.

Request for Qualifications: A solicitation of responses from vendors whereby vendors are invited to submit a summary of their particular qualifications and to state their interest in performing a specific job or services for the County. From such submissions, the TDC selection committee determines which of such vendors shall be short-listed for possible presentations to the TDC, and for the TDC to recommend to the Board of County Commissioners (BOCC) approval of a final Agreement.

Addenda: Written or graphic instruments issued prior to the Response opening which clarify, correct or change the competitive solicitation documents or the Agreement documents.

Response Documents: The advertisement or invitation calling for Competitive Solicitation, instructions and forms contained in this Request for Competitive Solicitations (Response Form, Non-Collusion Affidavit, Lobbying and Conflict of Interest Clause, Drug Free Workplace) and the proposed Agreement documents (including all addenda issued prior to receipt of responses).

Agreement Documents: The competitive solicitation documents, Agreement, addenda (which pertain to the Agreement documents), the Respondent’s proposal or response (including documentation accompanying the response and any post-response documentation submitted prior to the selection of the highest ranked respondent and final approval of the Agreement) when attached as an exhibit to the Agreement, these General Conditions, together with all amendments, modifications and supplements.

Compensation: Compensation will be negotiated upon selection of the highest ranked respondent. Failure to reach a final Agreement with the highest ranked respondent will result in negotiations with the next highest ranked respondent until a final Agreement is reached.

Agreement Time: The Agreement shall be in force and binding on the County and the Agency for a period of two (2) years.

TDC: Abbreviation for the Franklin County Tourist Development Council.

Agency: Entity with whom the County enters into an Agreement.

Contractor: The person, agency or corporation with whom the County has entered into the Agreement.

Effective Date of the Agreement: The date indicated in the Agreement on which it becomes effective, but if no such date is indicated it means the date on which the Agreement is signed and delivered by the last of the two parties to sign and deliver.

Laws and Regulations; Laws or Regulations: Federal, state and local laws, rules, regulations, ordinances, codes and/or orders.

Notice of Award: The written notice to the apparent highest ranked Respondent stating that upon successful negotiations and compliance by the successful Respondent with the conditions precedent enumerated therein, within the time specified, the County will sign and deliver the Agreement.

County: The Franklin County Board of Commissioners for whom the work is to be provided.

Specifications: Those portions of the Agreement documents consisting of written technical descriptions of materials and services required under the Agreement.

Written Amendment: A written amendment of the Agreement documents, signed by the County and the Agency, on or after the effective date of the Agreement.

Failure to Execute Required Forms: Failure to execute the required forms shall result in entity being disqualified and the response will be rejected.

2.02 RESPONDENT'S RESPONSIBILITIES

2.02.1 Supervision and Personnel

The Respondent shall supervise and direct the work competently and efficiently, devoting such attention thereto and applying such skills and expertise as may be necessary to perform the work in accordance with the Agreement documents.

2.02.2 Parts, Materials and Equipment

Unless otherwise specified in the Agreement, the Respondent shall furnish and assume full responsibility for all services, materials, equipment, labor, transportation, machinery, tools and all other incidentals necessary for the completion of the work.

2.02.3 Taxes

The Respondent shall pay all sales, consumer, use and other similar taxes required to be paid by the Respondent in accordance with the laws and regulations of the place of the project which are applicable during the performance of the work. The County is not liable for sales or use taxes.

2.02.4 Compliance with Laws

The Respondent shall comply with all applicable laws and regulations of federal, state and local governments.

SECTION THREE

TERMS AND CONDITIONS SPECIFIC TO Executive Administrator

The administrative services shall include, but not be limited to, the following:

1. Provide staff services to administer the TDC and the Eastpoint Visitor Center and to manage and develop awareness, promote favorable image and goodwill for the Franklin County tourism product.
2. Provide the development of favorable national and international publicity for the Franklin County tourism product.
3. Provide the establishment and maintenance of contracts with print, internet and broadcast media including bloggers and social media influencers.
4. Provide the preparation of digital media kits and an online newsroom.
5. Coordinate development and distribution of news materials for trade and consumer media.
6. Develop and coordinate media familiarization tours for Franklin County, and assist media including social media influencers as needed during individual visits. In addition, develop and coordinate itineraries for broadcast crews and provide onsite support as needed.
7. Work with media personnel to gather information for their reports.
8. Develop the TDC's marketing plan establishing objectives and measurable goals while interfacing with programs produced by the advertising agency and sales department.
9. Provide representation of TDC at selected trade shows, sales/media missions, media workshops, and journalist conferences.
10. Provide at least one representative to attend TDC meetings and umbrella meetings concerning the Franklin County tourism product.
11. Provide periodic written and/or oral reports on TDC activities and the Franklin County tourism product to the TDC and Franklin County Board of County Commissioners.
12. Provide the establishment and management of Agreements with sub-agencies for international, specialty or other public relation markets and/or programs.
13. Prepare for and respond to emergency crisis situations that affect tourism and provide a crisis communications program when needed, working in conjunction with Franklin County Emergency Managements and other local, state and federal entities as appropriate.
14. Coordinate crisis communications training for Franklin County tourism officials.

15. Interface with County officials and other local municipalities to consult with and provide communications assistance to deal with issues that relate to tourism.
16. Provide content support for TDC web site and social media channels.
17. Provide publicity before, during, and after selected special events.
18. Provide assistance to the creation and development of a Franklin County Film Industry.
19. Maintain appropriate records of print clippings, internet, and broadcast coverage.
20. Provide development and maintenance of video and still image libraries.
21. Provide a measurability process to evaluate the TDC programs.
22. Provide implementation of such services as outlined within the objectives, goals, and strategies of the marketing plan.
23. Schedule and attend meetings, draft agendas, take minutes of all meetings, handle and respond to all correspondence
24. Maintain an accessible public office facility and files.
25. Respond to requests for information regarding TDC programs
26. Prepare procedural protocols and documents, assist in the preparation of proposals and bids, and contracts
27. Collect and maintain information on Franklin County TDC revenues.
28. Process invoices for timely payment request to Franklin County's Finance Office.
29. Draft and monitor budgets; create, present and interpret monthly financial statements and perform budget analysis.
30. Manage the TDC grant program, including noticing of grant program funds; conduct training sessions for grant applicants; oversee grant applications and contracts; monitor grant compliance and performance; prepare reports on grant awards and performance.
31. Provide promotional activities as set forth herein and as directed by the board.
32. Manage activities relating to the BP Oil Spill grant funding and assist in providing promotional services required by such grants.
33. Perform such other administrative activities as required by the TDC and approved by the Franklin County Board of County Commissioners.
34. Duties relative to the Eastpoint Visitor Center:

In consideration of all duties specified in this Contract, the Franklin County Tourist Development Council will fund the Visitor Center \$40,000 per year, payable in advance quarterly installments, upon the execution of this contract and completion of terms listed below.

- i. Manage and insure maintenance of the Eastpoint Visitor Center at 731 Highway 98 in Eastpoint.
- ii. Oversee staff, payroll and operating expenses
- iii. Insure operation of the Visitor Center in accordance with the requirements of the Franklin County TDC
- iv. Insure that Center is open for forty (40) hours six (6) days per week.
- v. Manage collection of Visitor Center email from Centers and TDC Sustaining Grants
- vi. Coordinate with State Welcome Centers in the distribution of Franklin County information.
- vii. Report periodically to TDC Board on Visitor Center visitations
- viii. Maintain required insurance on the Eastpoint premises.

A draft Agreement has been furnished in Section Four to help outline the possible services of a full-service agency of record to Franklin County. The Scope of Services may change before negotiating the final Agreement between the parties.

SECTION FOUR DRAFT AGREEMENT

THIS AGREEMENT (Agreement), made and entered into this ____ day of _____, 2018, A.D., by and between Franklin County, Florida, (hereinafter called the County), and **(Insert Organization Name)** (hereinafter called the Contractor).

WITNESSETH:

WHEREAS, Contractor is uniquely qualified to provide administrative services which promotes tourism, and

WHEREAS, the Franklin County Tourist Development Council (TDC), an advisory board to the County's Board of County Commissioners (BOCC) has recommended to County that a Agreement for executive administrative services be entered into with Contractor, and

WHEREAS, County desires to enter into this Agreement for executive administrative services with the Contractor;

NOW THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. Term: The term of this Agreement is for a period of two (2) years beginning ~~October 1~~____, 2018 and expiring on ~~September 30~~____, 2020.

2. Scope of Services: The Contractor will serve as the full-service executive administrative agency for the Franklin County TDC and County, and operate the Eastpoint Visitor Center. The Contractor is subject to review by the Franklin County TDC and Franklin County.

A. Key Personnel: This Agreement is a professional service Agreement with expectation that principal personnel performing the services are those personnel listed. Notice of any change in personnel shall be sent to the TDC for approval. The principals assigned are the following (*Titles may vary to those below*):

MINIMUM STAFF PERSONNEL ASSIGNED:

- 1) Agency Owner or President
- 2) Finance/Account/Clerical Support

B. The Executive Administrator shall meet with the Franklin County TDC at all regularly scheduled meetings of the TDC and Advisory Committees, and at any other times as directed by the TDC, and the following administrative duties:

1. Schedule and attend meetings, draft agendas, take minutes of all meetings, handle and respond to all correspondence
2. Maintain an accessible public office facility and files.
3. Respond to requests for information regarding TDC programs

4. Prepare procedural protocols and documents, assist in the preparation of proposals and bids, and contracts
 5. Collect and maintain information on Franklin County TDC revenues
 6. Process invoices for timely payment request to Franklin County's Finance Office.
 7. Draft and monitor budgets; create, present and interpret monthly financial statements and perform budget analysis.
 8. Manage the TDC grant program, including noticing of grant program funds; conduct training sessions for grant applicants; oversee grant applications and contracts; monitor grant compliance and performance; prepare reports on grant awards and performance.
 9. Provide promotional activities as set forth herein and as directed by the board.
- C. Contractor agrees to assign a full time Executive Administrator who will devote full time and effort as necessary to the account on a priority basis, including full time when required. Duties of the Administrator will include contact as required with the Chairperson or Vice Chairperson of the TDC. Other duties include regular consultation visits throughout Franklin County; and interfacing with other agencies of record such as Advertising and Website provider as directed by the TDC relating to the development of an effective marketing program for the Franklin County.
- D. Provide staff services to manage communications to develop awareness, promote favorable image and goodwill for the Franklin County tourism product.
- E. Provide the development of favorable national and international publicity for the Franklin County tourism product.
- F. Provide the establishment and maintenance of contacts with print, internet and broadcast media including bloggers and social media influencers.
- G. Provide the preparation of digital media kits and an online newsroom.
- H. Coordinate development and distribution of news materials for trade and consumer media.
- I. Develop and coordinate media familiarization tours for Franklin County, and assist media including social media influencers as needed during individual visits. In addition, develop and coordinate itineraries for broadcast crews and provide onsite support as needed.
- J. Work with media personnel to gather information for their reports.
- K. Develop the TDC's annual marketing plan establishing objectives and measurable goals while interfacing with programs produced by the advertising agency and sales department.
- L. Provide representation of TDC at selected trade shows, sales/media missions, FAM tours, media workshops, and journalist conferences.

- M. Provide at least one representative to attend TDC meetings and such other meetings as directed by the TDC.
- N. Provide periodic written and/or oral reports on administrative activities to the TDC and Franklin County Board of County Commissioners.
- O. Provide the establishment and management of Agreements with sub-agencies for international, specialty or other public relation markets and/or programs.
- P. Prepare for and respond to emergency crisis situations that affect tourism and provide a crisis communications program when needed, working in conjunction with Franklin County Emergency Managements and other local, state and federal entities as appropriate.
- Q. Coordinate crisis communications training for Franklin County tourism officials.
- R. Interface with County officials and other local municipalities to consult with and provide communications assistance to deal with issues that relate to tourism.
- S. Provide content support for TDC web site and social media channels.
- T. Provide publicity before, during, and after selected special events.
- U. Maintain appropriate records of print clippings, internet, and broadcast coverage.
- V. Provide development and maintenance of video and still image libraries.
- W. Provide a measurability process to evaluate the Franklin County Tourism product.
- X. Provide implementation of such services as outlined within the objectives, goals, and strategies of the annual marketing plan.
- Y. Perform such other administrative activities as required by the TDC.

AA. Duties Relative to the Eastpoint Visitor Center:

In consideration of all duties specified in this Contract, the Franklin County Tourist Development Council will fund the Visitor Center \$40,000 per year, payable in advance quarterly installments, upon the execution of this contract and completion of terms listed below:

- i. Manage and insure maintenance of the Eastpoint Visitor Center at 731 Highway 98 in Eastpoint.
- ii. Oversee staff, payroll and operating expenses
- iii. Insure operation of the Visitor Center in accordance with the requirements of the Franklin County TDC
- iv. Insure that Center is open for forty (40) hours six (6) days per week.
- v. Manage collection of Visitor Center email from Centers and TDC Sustaining Grants

- vi. Coordinate with State Welcome Centers in the distribution of Franklin County information.
 - vii. Report periodically to TDC Board on Visitor Center visitations
 - viii. Maintain required insurance on the Eastpoint premises.
3. Compensation: A budget for the Executive Administrator shall be set annually, subject to availability of Tourist Development Tax Funds. Franklin County's performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the County.
- A. Agency Fees: The Contractor shall be compensated for the performance of all Executive Administrator services outlined within the Scope of Services as defined by this Agreement for an administration fee of \$_____ (To be determined during negotiations as either hourly or annual fee) The Contractor shall submit to the TDC monthly billings in in a form acceptable to the Finance Department.
 - B. Reimbursement Expenses: The Contractor shall be reimbursed for all reasonable expenses for postage and shipping. All other expenses must be pre-approved in advance by the TDC.
 - C. Reimbursable expenditures shall be invoiced and billed to the County for payment on a monthly basis. The County shall be responsible for payment of all authorized fees and costs due the Contractor according to the Florida Local Government Prompt Payment Act (Florida Statute: 218.70 through 218.77).
 - D. The Contractor is required to have pre-approval on all other projects and materials by the TDC Chairperson or TDC according to TDC and Franklin County Procurement Policies.
4. Contractor's Acceptance of Conditions: The Contractor hereby agrees to carefully examine the Scope of Services and assumes full responsibility therefore. Under no circumstances, conditions or situations shall this Agreement be more strongly construed against the County than against the Contractor.
- A. Any ambiguity or uncertainty in the Scope of Services shall be interpreted and construed by the County, and the County's decision shall be final and binding upon all parties.
 - B. The passing, approval and/or acceptance by the County of any of the services furnished by the Contractor shall not operate as a waiver by the County of strict compliance with the terms of this Agreement. Failure on the part of the Contractor, immediately after Notice to Correct a default, shall entitle the County, if it sees fit, to correct the same and recover the reasonable cost of such replacement and/or repair from the Contractor, who in any event shall be jointly and severally liable to the County for all damage, loss and expense caused to the County by reason of the Contractor's breach of this Agreement and/or his/her failure to comply strictly and in all things with this Agreement and with the specifications.
 - C. The Contractor agrees that the TDC may designate representatives to visit the Contractor's facility(ies) periodically to conduct random open file evaluations during the Contractor's normal business hours.
 - D. The Contractor warrants that it has, and shall maintain throughout the term of this Agreement, appropriate licenses and permits required to conduct its business, and that it will at all times conduct its business activities in a reputable manner. Proof of such licenses and permits shall be submitted to the County upon request.

5. Executive Administrator Agency of Record: Contractor shall act as the agency of record of the County/TDC for all tourism based services, and for the performance of related or special services as requested by the TDC.

6. Exclusive Representation: Contractor agrees that it will not represent any lodging properties, attractions or other tourist related businesses in the state of Florida, or any other Destination Marketing Organization (DMO) without the prior written approval by the TDC and Franklin County.

7. Contractor's Financial Records: Contractor shall maintain all books, records and documents directly pertinent to performance under this Agreement in accordance with generally accepted accounting principles consistently applied. Each party to this Agreement or their authorized representatives shall have reasonable and timely access to such records of each other party to this Agreement for public records purposes during the term of the Agreement and for four years following the termination of this Agreement. If an auditor employed by the County or Clerk determines that monies paid to the Contractor pursuant to this Agreement were spent for purposes not authorized by this Agreement, the contractor shall repay the monies together with interest calculated pursuant to Sec. 55.03, Florida Statute, running from the date the monies were paid to Contractor.

8. Public Records Compliance: Contractor must comply with Florida public records laws, including but not limited to Chapter 119, Florida Statutes and Section 24 of article I of the Constitution of Florida. The County and Contractor shall allow and permit reasonable access to, and inspection of, all documents, records, papers, letters or other "public record" materials in its possession or under its control subject to the provisions of Chapter 119, Florida Statutes, and made or received by the County and Contractor in conjunction with this Agreement and related to Agreement performance. The County shall have the right to unilaterally cancel this Agreement upon violation of this provision by the Contractor. Failure of the Contractor to abide by the terms of this provision shall be deemed a material breach of this Agreement and the County may enforce the terms of this provision in the form of a court proceeding and each party shall pay their own attorney's fees and costs associated with that proceeding. This provision shall survive any termination or expiration of the Agreement.

The Contractor is encouraged to consult with its advisors about Florida Public Records Law in order to comply with this provision.

Pursuant to F.S. 119.0701 and the terms and conditions of this Agreement, the Contractor is required to:

- (1) Keep and maintain public records that would be required by the County to perform the service.
- (2) Upon receipt from the County's custodian of records, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
- (3) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following completion of the Agreement if the contractor does not transfer the records to the County.
- (4) Upon completion of the Agreement, transfer, at no cost, to the County all public records in possession of the Contractor or keep and maintain public records that would be required by the County to perform the service. If the Contractor transfers all public records to the County upon completion of the Agreement, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon

completion of the Agreement, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the County, upon request from the County's custodian of records, in a format that is compatible with the information technology systems of the County.

(5) A request to inspect or copy public records relating to a County Agreement must be made directly to the County, but if the County does not possess the requested records, the County shall immediately notify the Contractor of the request, and the Contractor must provide the records to the County or allow the records to be inspected or copied within a reasonable time.

If the Contractor does not comply with the County's request for records, the County shall enforce the public records Agreement provisions in accordance with the Agreement, notwithstanding the County's option and right to unilaterally cancel this Agreement upon violation of this provision by the Contractor. A Contractor who fails to provide the public records to the County or pursuant to a valid public records request within a reasonable time may be subject to penalties under section 19.10, Florida Statutes.

The Contractor shall not transfer custody, release, alter, destroy or otherwise dispose of any public records unless or otherwise provided in this provision or as otherwise provided by law.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS, Michael Moron at 850-653-9783 or michael@franklincounty.com and Office of the County Attorney, 40-4th Street, Apalachicola, Florida 32320, 850-653-1757 or mshuler@shulerlawfl.com.

9. **Hold Harmless:** The Contractor covenants and agrees to indemnify and hold harmless the County and the TDC from any and all claims for bodily injury (including death), personal injury and property damage (including property owned by Franklin County) and any other losses, damages and expenses (including attorney's fees) which arise out of, in connection with, or by reason of services provided by the Contractor or any of its subcontractors in any tier, occasioned by the negligence, errors or other wrongful act of omission of the Contractor or its subcontractors in any tier, their employees or agents.

10. **Independent Contractor:** At all times and for all purposes under this Agreement the Contractor is an Independent Contractor and not an employee of the County. No statement contained in this Agreement shall be construed so as to find the Contractor or any of his/her employees, contractors, servants or agents to be employees of the County.

11. **Nondiscrimination:** The parties agree that there will be no discrimination against any person, and it is expressly understood that upon a determination by a court of competent jurisdiction that discrimination has occurred, this Agreement automatically terminates without any further action on the part of any party, effective the date of the court order. The parties agree to comply with all Federal and Florida statutes, and all local ordinances, as applicable, relating to nondiscrimination. These include but are not limited to: 1) Title VII of the Civil Rights Act of 1964 (PL 88-352), which prohibit discrimination in employment on the basis of race, color, religion, sex and national origin; 2) Title IX of the Education Amendment of 1972, as amended (20 USC §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; 3) Section 504 of the Rehabilitation Act of 1973, as amended (20 USC § 794), which prohibits discrimination on the basis of handicaps; 4) The Age Discrimination Act of 1975,

as amended (42 USC §§ 6101-6107), which prohibits discrimination on the basis of age; 5) The Drug Abuse Office and Treatment Act of 1972 (PL 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; 6) The Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (PL 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; 7) The Public Health Service Act of 1912, §§ 523 and 527 (42 USC §§ 690dd-3 and 290ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; 8) Title VIII of the Civil Rights Act of 1968 (42 USC §§ 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; 9) The Americans with Disabilities Act of 1990 (42 USC §§ 1201), as amended from time to time, relating to nondiscrimination in employment on the basis of disability; and 10) any other nondiscrimination provisions in any Federal or State statutes which may apply to the parties to, or the subject matter of this Agreement.

12. Assignment/Sub-Agreement: The Contractor shall not assign or sub Agreement its obligations under this Agreement, except in writing and with the prior written approval of the County and Contractor, which approval shall be subject to such conditions and provisions as the County may deem necessary. This paragraph shall be incorporated by reference into any assignment or subcontract and any assignee or subcontractor shall comply with all of the provisions of this Agreement.

13. Compliance with Law: In providing all services/goods pursuant to this Agreement, the Contractor shall abide by all statutes, ordinances, rules and regulations pertaining to, or regulating the provisions of, such services, including those now in effect and hereinafter adopted. Any violation of said statutes, ordinances, rules and regulations shall constitute a material breach of this Agreement and shall entitle the County to terminate this Agreement immediately upon delivery of written notice of termination to the Contractor. The Contractor shall possess proper licenses to perform work in accordance with these specifications throughout the term of this Agreement.

14. Disclosure and Conflict of Interest: The Contractor represents that it, its directors, principles and employees, presently have no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with the performance of services required by this Agreement, as provided in Sect. 112.311, et seq., Florida Statutes. County agrees that officers and employees of the County recognize and will be required to comply with the standards of conduct for public officers and employees as delineated in Section 112.313, Florida Statutes, regarding, but not limited to, solicitation or acceptance of gifts; doing business with one's agency; unauthorized compensation; misuse of public position, conflicting employment or contractual relationship; and disclosure or use of certain information.

Upon execution of this Agreement, and thereafter as changes may require, the Contractor shall notify the County of any financial interest it may have in any and all programs in Franklin County which the Contractor sponsors, endorses, recommends, supervises or requires for counseling, assistance, evaluation or treatment. This provision shall apply whether or not such program is required by statute, as a condition of probation, or is provided on a voluntary basis.

The County and Contractor warrant that, in respect to itself, it has neither employed nor retained any company or person, other than a bona fide employee working solely for it, to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or Contractor, other than a bona fide employee working solely for it, any fee, commission, percentage, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For the breach or violation of the provision, the Contractor agrees that the County shall have the right to terminate this Agreement without liability and, at its discretion, to offset from monies owed, or otherwise recover the full amount of such fee, commission, percentage, gift or consideration.

15. Arrears: The Contractor shall not pledge the County's credit or make it a guarantor of payment or surety for any Agreement, debt, obligation, judgment, lien or any form of indebtedness. The Contractor further warrants and represents that it has no obligation or indebtedness that would impair its ability to fulfill the terms of this Agreement.

16. Notice Requirement: Any notice required or permitted under this Agreement shall be in writing and hand delivered or mailed, postage prepaid, to the other party by certified mail, return receipt requested, to the following:

FOR COUNTY:

Michael Moron, County coordinator
34 Forbes Street
Apalachicola, FL 32320

With Copy to:

Thomas M. Shuler, Esquire
Franklin County Attorney
40-4th Street
Apalachicola, FL 32320

FOR CONTRACTOR: (Insert)

17. Taxes: The County is exempt from payment of Florida State Sales and Use taxes. The Contractor shall not be exempted by virtue of the County's exemption from paying sales tax to its suppliers for materials used to fulfill its obligations under this Agreement, nor is the Contractor authorized to use the County's Tax Exemption Number in securing such materials. The Contractor shall be responsible for any and all taxes, or payments of withholding, related to services rendered under this Agreement.

18. Termination:

A. The County may terminate this Agreement for cause with seven (7) days' notice to the Contractor. Cause shall constitute a breach of the obligations of the Contractor to perform the services enumerated as the Contractor's obligations under this Agreement.

B. Either of the parties hereto may terminate this Agreement without cause by giving the other party one hundred and twenty (120) days written notice of its intention to do so.

19. Governing Law, Venue, Interpretation, Costs and Fees:

A. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida applicable to Agreements made and to be performed entirely in the State.

B. In the event that any cause of action or administrative proceeding is instituted for the enforcement or interpretation of this Agreement, the County and Contractor agree that exclusive venue will lie

in the appropriate court or before the appropriate administrative body in Franklin County, Florida, and not in any other location

- C. The County and Contractor agree that, in the event of conflicting interpretations of the terms or a term of this Agreement by or between any of them, the issue shall be submitted to mediation prior to the institution of any other administrative or legal proceeding.
 - D. Severability. If any term, covenant, condition or provision of this Agreement (or the application thereof to any circumstance or person) shall be declared invalid or unenforceable to any extent by a court of competent jurisdiction, the remaining terms, covenants, conditions and provisions of this Agreement, shall not be affected thereby; and each remaining term, covenant, condition and provision of this Agreement shall be valid and shall be enforceable to the fullest extent permitted by law unless the enforcement of the remaining terms, covenants, conditions and provisions of this Agreement would prevent the accomplishment of the original intent of this Agreement. The County and Contractor agree to reform the Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision.
 - E. Attorney's Fees and Costs. The County and Contractor agree that in the event any cause of action or administrative proceeding is initiated or defended by any party relative to the enforcement or interpretation of this Agreement, each party shall pay their own reasonable attorney's fees, court costs (trial and appellate), investigative and out-of-pocket expenses, and may not seek an award against the non-prevailing party. Mediation proceedings initiated and conducted pursuant to this Agreement shall be in accordance with the Florida Rules of Civil Procedure and usual and customary procedures required by the circuit court of Franklin County.
 - F. Adjudication of Disputes or Disagreements. County and Contractor agree that all disputes and disagreements shall be attempted to be resolved by Meet and Confer Sessions between representatives of each of the parties. If the issue or issues are still not resolved to the satisfaction of the parties, then any party shall have the right to seek such relief or remedy as may be provided by this Agreement or by Florida law.
 - G. Cooperation. In the event any administrative or legal proceeding is instituted against either party relating to the formation, execution, performance or breach of this Agreement, County and Contractor agree to participate, to the extent required by the other party, in all proceedings, hearings, processes, meetings and other activities related to the substance of this Agreement or provision of the services under this Agreement. County and Contractor specifically agree that no party to this Agreement shall be required to enter into any arbitration proceedings related to this Agreement.
20. Binding Effect: The terms, covenants, conditions and provisions of this Agreement shall bind and inure to the benefit of the County and Contractor and their respective legal representatives, successors and assigns.
21. Authority: Each party represents and warrants to the other that the execution, delivery and performance of this Agreement have been duly authorized by all necessary County and corporate action, as required by law.
22. Claims for Federal or State Aid: Contractor and County agree that each shall be, and is, empowered to apply for, seek and obtain Federal and State funds to further the purpose of this Agreement;

provided that all applications, requests, grant proposals and funding solicitations are not for funding already provided under this Agreement. Notwithstanding the foregoing, the Contractor shall not apply for such Federal or State funds without first securing the prior permission of the County.

23. Privileges and Immunities: All of the privileges and immunities from liability, exemptions from laws, ordinances and rules, and pensions and relief, disability, workers' compensation and other benefits which apply to the activity of officers, agents or employees of any public agents or employees of the County, when performing their respective functions under this Agreement within the territorial limits of the County shall apply to the same degree and extent to the performance of such functions and duties of such officers, agents, volunteers or employees outside the territorial limits of the County.

24. Legal Obligations and Responsibilities: Non-Delegation of Constitutional or Statutory Duties. This Agreement is not intended to, nor shall it be construed as, relieving any participating entity from any obligation or responsibility imposed upon the entity by law except to the extent of actual and timely performance thereof by any participating entity, in which case the performance may be offered in satisfaction of the obligation or responsibility. Further, this Agreement is not intended to, nor shall it be construed as, authorizing the delegation of the constitutional or statutory duties of the County, except to the extent permitted by the Florida constitution, state statute and case law, and then only as strictly provided herein

25. Non-Reliance by Non-Parties: No person or entity shall be entitled to rely upon the terms, or any of them, of this Agreement to enforce or attempt to enforce any third-party claim or entitlement to or benefit of any service or program contemplated hereunder, and the County and the Contractor agree that neither the County nor the Contractor or any agent, officer or employee of either shall have the authority to inform, counsel or otherwise indicate that any particular individual or group of individuals, entity or entities, have entitlements or benefits under this Agreement separate and apart, inferior to, or superior to the community in general or for the purposes contemplated in this Agreement.

26. Attestations: Contractor agrees to execute such documents as the County may reasonably require, to include a Public Entity Crime Statement, an Ethics Statement and a Drug-Free Workplace Statement.

27. No Personal Liability: No covenant or Agreement contained herein shall be deemed to be a covenant or Agreement of any member, officer, agent or employee of Franklin County in his or her individual capacity, and no member, officer, agent or employee of Franklin County shall be liable personally on this Agreement or be subject to any personal liability or accountability by reason of the execution of this Agreement.

28. Insurance: Contractor shall maintain the following required insurance throughout the entire term of this Agreement and any extensions. Failure to comply with this provision may result in the immediate suspension of all work until the required insurance has been reinstated or replaced. Delays in the completion of work resulting from the failure of the Contractor to maintain the required insurance shall not extend any deadlines specified in this Agreement and any penalties and failure to perform assessments shall be imposed as if the work had not been suspended, except for Contractor's failure to maintain the required insurance.

Contractor shall provide, to the County, as satisfactory evidence of the required insurance, either:

- Certificate of Insurance
- or

- A Certified copy of the actual insurance policy

The County, at its sole option, has the right to request a certified copy of any or all insurance policies required by this Agreement.

All Insurance policies must specify that they are not subject to cancellation, non-renewal, material change, or reduction in coverage unless a minimum of thirty (30) days prior notification is given to the County by the insurer.

The acceptance and/or approval of the Contractor's insurance shall not be construed as relieving the Contractor from any liability or obligation assumed under this Agreement or imposed by law.

The Franklin County Board of County Commissioners, its employees, TDC Board of Directors and officials will be included as "Additional Insured" on all policies, except for Workers' Compensation.

Any deviations from these General Insurance Requirements must be requested in writing on the County prepared from entitled "Request for Waiver of Insurance Requirements" and approved by Franklin County .

- A. Prior to the commencement of work governed by this Agreement the Contractor shall obtain Workers' Compensation Insurance with limits sufficient to respond to Florida Statute 440.

In addition, the Contractor shall obtain Employers' Liability Insurance with limits of not less than:

\$100,000	Bodily Injury by Accident
\$500,000	Bodily Injury by Disease
\$100,000	Bodily Injury by Disease, each employee

Coverage shall be maintained throughout the entire term of the Agreement.

Coverage shall be provided by a company or companies authorized to transact business in the state of Florida and the company or companies must maintain a minimum rating of A-V1, as assigned by the A.M. Best Company.

- B. Prior to the commencement of work governed by this Agreement, the Contractor shall obtain General Liability Insurance. Coverage shall be maintained throughout the life of the Agreement and include, as a minimum:

- Premises Operations
- Products and Completed Operations
- Blanket Contractual Liability
- Personal Injury Liability
- Expanded Definition of Property Damage

The minimum limits acceptable shall be:

\$1,000,000 Combined Single Limit (CSL)

If split limits are provided, the minimum limits acceptable shall be:

\$ 500,000 per Person
 \$ 1,000,000 per Occurrence
 \$ 100,000 Property Damage

An Occurrence Form policy is preferred. If coverage is provided on a Claims Made policy, its provisions should include coverage for claims filed on or after the effective date of this Agreement. In addition, the period for which claims may be reported should extend for a minimum of twelve (12) months following the acceptance of work by the County.

The Franklin County Board of County Commissioners shall be named as Additional Insured on all policies issued to satisfy the above requirements.

- C. Recognizing that the work governed by this Agreement requires the use of vehicles, the Contractor, prior to the commencement of work, shall obtain Vehicle Liability Insurance. Coverage shall be maintain throughout the life of the Agreement and include, as a minimum, liability coverage for:

*Owned, Non-Owned, and Hired Vehicles

The Minimum limits acceptable shall be:

\$1,000,000 Combined Single Limit (CSL)

If split limits are provided, the minimum limits acceptable shall be:

\$ 500,000 per Person

\$ 1,000,000 per Occurrence

\$ 100,000 Property Damage

- ~~D. Recognizing that the work governed by this Agreement involves the furnishing of advice or services of a professional nature, the Contractor shall purchase and maintain, throughout the life of the Agreement, Professional Liability Insurance which will respond to damages resulting from any claim arising out of the performance of professional services or any error or omission of the Contractor arising out of work governed by this Agreement. The minimum limits of liability shall be: \$250,000 per Occurrence/\$500,000 Aggregate.~~

29. Force Majeure: The Contractor shall not be liable for delay in performance or failure to perform, in whole or in part, the services due to the occurrence of any contingency beyond its control or other acts of God, Contractor has exercised reasonable care in the prevention or mitigation of damages and delay, any such delay or failure shall not constitute a breach of the Agreement. Upon demand of TDC or County, the Contractor must furnish evidence of the causes of such delay or failure.

30. Execution in Counterparts: This Agreement may be executed in any number of counterparts, each of which shall be regarded as an original, all of which taken together shall constitute one and the same instrument and any of the parties hereto may execute this Agreement by signing any such counterpart.

31. Section Headings: Section headings have been inserted in this Agreement as a matter of convenience of reference only, and it is agreed that such section headings are not a part of this Agreement and will not be used in the interpretation of any provision of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

(SEAL)

Attest: Marcia Johnson, Clerk

Board of County Commissioners
of Franklin -County

Deputy Clerk

Chairman

.....
(To be filled out by Contractor)

(Insert Organization Name)

By _____
President

Print Name

Date

AND TWO WITNESSES

(1) _____

(2) _____

(1) _____
Print Name

(2) _____
Print Name

Date: _____

Date: _____

**SECTION FIVE
INSURANCE REQUIREMENTS AND
RESPONSE FORMS REQUIRED BY FRANKLIN COUNTY, FLORIDA**

A. Prior to the commencement of work governed by this Agreement the Contractor shall obtain Workers' Compensation Insurance with limits sufficient to respond to Florida Statute 440.

In addition, the Contractor shall obtain Employers' Liability Insurance with limits of not less than:

\$100,000	Bodily Injury by Accident
\$500,000	Bodily Injury by Disease
\$100,000	Bodily Injury by Disease, each employee

Coverage shall be maintained throughout the entire term of the Agreement.

Coverage shall be provided by a company or companies authorized to transact business in the state of Florida and the company or companies must maintain a minimum rating of A-V1, as assigned by the A.M. Best Company.

B. Prior to the commencement of work governed by this Agreement, the Contractor shall obtain General Liability Insurance. Coverage shall be maintained throughout the life of the Agreement and include, as a minimum:

- Premises Operations
- Products and Completed Operations
- Blanket Contractual Liability
- Personal Injury Liability
- Expanded Definition of Property Damage

The minimum limits acceptable shall be:

\$1,000,000 Combined Single Limit (CSL)

If split limits are provided, the minimum limits acceptable shall be:

\$ 500,000 per Person
\$ 1,000,000 per Occurrence
\$ 100,000 Property Damage

An Occurrence Form policy is preferred. If coverage is provided on a Claims Made policy, its provisions should include coverage for claims filed on or after the effective date of this Agreement. In addition, the period for which claims may be reported should extend for a minimum of twelve (12) months following the acceptance of work by the County.

The Franklin County Board of County Commissioners shall be named as Additional Insured on all policies issued to satisfy the above requirements.

C. Recognizing that the work governed by this Agreement requires the use of vehicles, the Contractor, prior to the commencement of work, shall obtain Vehicle Liability Insurance. Coverage shall be maintained throughout the life of the Agreement and include, as a minimum, liability coverage for:

*Owned, Non-Owned, and Hired Vehicles

The Minimum limits acceptable shall be:

\$1,000,000 Combined Single Limit (CSL)

If split limits are provided, the minimum limits acceptable shall be:

\$ 500,000 per Person

\$ 1,000,000 per Occurrence

\$ 100,000 Property Damage

E. ~~Recognizing that the work governed by this Agreement involves the furnishing of advice or services of a professional nature, the Contractor shall purchase and maintain, throughout the life of the Agreement, Professional Liability Insurance which will respond to damages resulting from any claim arising out of the performance of professional services or any error or omission of the Contractor arising out of work governed by this Agreement. The minimum limits of liability shall be: \$250,000 per Occurrence/\$500,000 Aggregate.~~

**RISK MANAGEMENT
POLICY AND PROCEDURES
AGREEMENT ADMINISTRATION MANUAL**

**Indemnification and Hold Harmless
for
Other Contractors and Subcontractors**

The Agency covenants and agrees to indemnify and hold harmless Franklin County Board of County Commissioners from any and all claims for bodily injury (including death), personal injury and property damage (including property owned by Franklin County) and any other losses, damages, and expenses (including attorney's fees) which arise out of, in connection with, or by reason of services provided by the Agency or any of its Subcontractor(s) in any tier, occasioned by the negligence, errors or other wrongful act of omission of the Agency or its Subcontractors in any tier, their employees or agents.

In the event the completion of the project (to include the work of others) is delayed or suspended as a result of the Agency's failure to purchase or maintain the required insurance, the Agency shall indemnify the County from any and all increased expenses resulting from such delay.

The first ten dollars (\$10.00) of remuneration paid to the Agency is for the indemnification provided for above.

The extent of liability is in no way limited to, reduced or lessened by the insurance requirements contained elsewhere within this Agreement.

RESPONSE FORM

RESPONSE TO: FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS
c/o MICHAEL MORON
34 FORBES STREET
APALACHICOLA, FLORIDA 32320
850-653-9783
=

I acknowledge receipt of Addenda No. (s) _____

I have included:

Proposal _____ Ethics Clause _____
Non-Collusion Affidavit _____ Drug Free Workplace Form _____
Local Preference Form _____

In addition, I have included a current copy of the following professional licenses and business tax receipts:

(Check mark items above, as a reminder that they are included.)

Mailing Address: _____ Telephone: _____

_____ Fax: _____

_____ Date: _____

Signed: _____ Witness: _____

(Seal)

(Name)

(Title)

NON-COLLUSION AFFIDAVIT

I, _____ of the city of _____ according to law on my oath, and under penalty of perjury, depose and say that:

I am _____ of the Agency of _____ the Proposer making the Proposal for the project described in the Notice of Request for Competitive Solicitations for:

_____ and that I executed the said Proposal with full authority to do so; and

1. The prices in this Proposal, if any prices are requested by this proposal, have been arrived at independently without collusion, consultation, communication or Agreement for the purpose of restricting competition, as to any matter relating to such prices with any other Proposer or with any competitor;
2. Unless otherwise required by law, the prices which have been quoted in this Proposal, if any, have not been knowingly disclosed by the Proposer and will not knowingly be disclosed by the Proposer prior to Proposal opening, directly or indirectly, to any other Proposer or to any competitor;
3. No attempt has been made or will be made by the Proposer to induce any other person, partnership or corporation to submit, or not to submit, a Proposal for the purpose of restricting competition; and
4. The statements contained in this affidavit are true and correct, and made with full knowledge that Franklin County relies upon the truth of the statements contained in this affidavit in awarding Agreements for said project.

(Signature of Proposer)

(Date)

STATE OF: _____

COUNTY OF: _____

PERSONALLY APPEARED BEFORE ME, the undersigned authority, _____
_____ who, after first being sworn by me, (name of individual signing) affixed his/her signature in the space provided above on this _____ day of _____ 20____.

NOTARY PUBLIC

My Commission Expires: _____

ETHICS CLAUSE

SWORN STATEMENT
FRANKLIN COUNTY, FLORIDA

_____ warrants that he/it has not employed, retained or otherwise had act on his/its behalf any former County officer or employee or any County officer or employee. For breach or violation of this provision the County may, in its discretion, terminate this Agreement without liability and may also, in its discretion, deduct from the Agreement or purchase price, or otherwise recover, the full amount of any fee, commission, percentage, gift, or consideration paid to the former County officer or employee.

(Signature)

(Date)

STATE OF _____

COUNTY OF _____

PERSONALLY APPEARED BEFORE ME, the undersigned authority, _____ who, after first being sworn by me, affixed his/her signature (name of individual signing) in the space provided above on this ____ day of _____, 20__.

NOTARY PUBLIC

My commission expires: _____

DRUG-FREE WORKPLACE FORM

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that:

(Name of Business)

1. Publishes a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Informs employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Gives each employee engaged in providing the commodities or contractual services that are under Proposal a copy of the statement specified in Subsection 1.04.
4. In the statement specified in Subsection 1, notifies the employees that, as a condition of working on the commodities or contractual services that are under Proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 (Florida Statutes) or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Imposes a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, or any employee who is so convicted.
6. Makes a good faith effort to continue to maintain a drug-free workplace through implementation of this Section.

As the person authorized to sign the statement, I certify that this Agency complies fully with the above requirements.

Proposer's Signature

Date

SECTION SIX

REQUEST FOR COMPETITIVE SOLICITATION CHECKLIST

Please ensure that all items have been checked before submitting Request for Competitive Solicitation. Submit this checklist as the last page of your proposal.

- ☐ 1. Cover Page
- ☐ 2. Narrative Self-Analysis
- ☐ 3. References
- ☐ 4. Account Information
- ☐ 5. Financial Statements, Accounting and Bookkeeping Procedures
- ☐ 6. Staff Information
- ☐ 7. Service Capability to Franklin County
- ☐ 8. Compensation, if compensation has been requested by this request.
- ☐ 9. Written Presentation
- ☐ 10. County Forms
- ☐ 11. Other Information
- ☐ 12. Completed Competitive Solicitation Checklist