



**FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS REGULAR MEETING
COURTHOUSE ANNEX, COMMISSION MEETING ROOM**

JULY 07, 2020

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.

Call to Order

- A. To comply with CDC and Government social distancing requirements, the general public will not be allowed in the commission meeting room for this meeting; therefore, this Board of County Commission regular meeting will be conducted via livestream and conference call. Those wanting to view the meeting can use the livestream link (<https://www.youtube.com/user/SGIBeachLife>) or go to Forgotten Coast TV's YouTube Page. The livestream feed will promptly start 5 minutes before the meeting commences. Those wanting to participate during "Public Comments" on the agenda should use the conference call system by dialing 1-844-844-0014 and when prompted enter 540166#. Once the "Public Comments" agenda item is completed, the conference call will be disconnected.

Any person who wishes to appeal a decision made by the Franklin County Board of County Commissioners, with respect to any matter considered at the meeting, must have a record of the proceedings. He or she may need to ensure that a verbatim record of the proceedings is made.

Prayer and Pledge

Approval of Minutes

- B. Minutes for Approval
1. June 16, 2020

Payment of County Bills

- C. Bill List for Payment

Awards and Recognitions

- D. Resolution of Appreciation - Mrs. Pat O'Connell

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.

Department Directors Report

Superintendent of Public Works – Howard Nabors

E. Superintendent's Report

Action Items

1. Mr. Robert Rickards has turned in his 2 weeks resignation.

Asking for Board approval to advertise for an Inmate Supervisor Position simultaneously in house and to the public with a starting salary of \$25,000.

2. Request to purchase a new 2020 Ford F-150 4x4 crew cab.

The Road Department had two employee vacancies for part of the fiscal year and has enough in regular salaries and benefits to fund the purchase of a new F150 crew truck from the State of Florida bid list. If the truck is ordered now, it will be here sometime in early September. (See attached document)

Action requested by the Board: Motion to approve the purchase of a 2020 Ford F150 Crew Pickup from the State of Florida Bid List and to approve the line item budget amendment below:

INCREASE 140.41.541.6401 Road & Bridge - Machinery & Equipment \$30,570

DECREASE 140.41.541.1200 Road & Bridge - Regular Salaries \$20,676

DECREASE 140.41.541.2200 Road & Bridge - Retirement \$1,751

DECREASE 140.41.541.2100 Road & Bridge - FICA Taxes \$1,581

DECREASE 140.41.541.2300 Road & Bridge - Health, Life, Dental \$6,562

Information Item

3. Detail of Work Performed and Material Hauled by District (See attached document)

Solid Waste Director – Fonda Davis

E. Solid Waste Director's Report

Action Item

1. Equal Shot Program: In the past, the Board has contributed to the basketball program for the youth of Franklin County. This year the Equal Shot program is offering a completely free of charge program at the Matchbox. They are asking the Board for support in the amount of \$2,500 to help keep this program free. Please see the attached Equal Shot flyer.

Request: Board approval for monetary support for the Equal Shot program at the Matchbox.

Information Item

2. Right of Way Debris Pickup/Recycled Material Hauled: (See attached document)

Emergency Management Director – Pam Brownell

G. Emergency Management Director's Report

Action Items

1. Request the Boards approval and signing of the following extensions:
 - a. Emergency Management Performance Grant Extension Modification #1.
 - b. Hurricane Loss Mitigation Program Extension.
2. Request the Boards approval and signing of the EOC Design Contract with Dewberry.

3. Request the Boards approval and signing of the Inter-local Agreement with Franklin County School Board for Transporting our Transportation Disadvantaged Citizens.

Information Items

4. EOC along with our CERT Volunteers are now distributing washable & reusable cloth mask that were distributed to us by FDEM throughout the County.

5. EOC Staff continues to monitor the stages of the HLMP (Hurricane Loss Mitigation Program) Grant. The HLMP grant has allowed us to mitigate numerous homes throughout Franklin County over the past 5 years.

6. EOC Staff are working diligently with DOH Staff regarding the COVID-19 virus. This includes hosting meetings with representatives from DOH, Sheriff's Department & Weems, EMS, Conference Calls, pushing out messaging from DOH on Facebook and our EOC Website.

7. EOC Staff continue to participate in conference calls (Approximately 10 calls weekly) with the State DEM, Region 2, DOH, FEMA, etc. regarding COVID 19. We also continue to update WebEOC with missions for PPE, Local State of Emergency, and SitReps.

8. EOC advertised for the SPN Coordinator/Office Admin position. We interviewed 5 applicants and have hired Amanda Anthony from Apalachicola.

9. FCEM Staff continues to work on FEMA reimbursement claims from Hurricane Michael. (Please see the Report below regarding Hurricane Michael Projects). This includes working with FEMA staff regarding mitigation of damaged parks, roads, etc. Mitigation takes some time but EOC Staff continue to work diligently with FEMA Staff on the most beneficial repairs for Franklin County. Attached is an update of FEMA projects. EOC Staff has begun the FEMA reimbursement claim process for COVID 19.

10. 06/25/20 monthly IPAWS (Integrated Public Alert and Warning System) Testing successful.

11. EOC Staff plan to attend FEPA Midyear Virtually this year.

12. EOC Staff have uploaded the CARES Act Agreement.

13. Franklin County now has 9 Total Cases of COVID-19. Attached is a copy of the DOH dashboard as of 07/02/20 12:00pm.

Extension Office Director – Erik Lovestrand

H. County Extension Director's Report

Information Items

General Extension Activities:

1. During this period, the Extension office assisted citizens on the topics of soil tests, injured wildlife, woolly aphid damage on live oak, citrus greening, invasive species, banana trees, sooty mold on longleaf pine, and more.

Sea Grant Extension:

2. Extension Director participated in a scalloping webinar series by hosting and presenting during a Zoom program for the Wakulla/Franklin county region. Experts on the topics of scallop life history and biology, seagrasses, food-safety when preparing scallops, and boating/harvesting rules and safety presented short talks, followed by a question/answer session. The event was also broadcast via Facebook Live to a larger audience.

3. The Extension office hosted the oyster harvester video that is required for harvesters annually before buying their licenses. There were 138 people that viewed the video in-person, rather than using the online option. All UF guidelines for sanitation and safety

related to COVID-19 were in effect (no groups larger than 10 people, spaced more than 6-feet apart, regularly sanitized surfaces, etc.).

4-H Youth Development:

4. 4-H clubs are still not meeting in-person due to the virus but a large number of programs are being conducted online with great success and high numbers of youth participating.

Family and Consumer Sciences:

5. Transition to a distance learning platform is taking place so programs will be ready to use when school begins, as many schools will likely not be allowing outside people to come into the classroom setting.

Horticulture/Agricultures:

6. The new Wakulla County Extension Director visited with the Franklin County Master Gardener group at the Extension office and shared his vision for developing the program further. He will be coming to Franklin County at least two days/month for training, teaching and volunteer management.

Library Director - Whitney Nixon-Roundtree

I. Library Director's Report

Action Item

1. Requesting approval from the Board of County Commissioners to advertise for a FT Library Assistant position at an annual salary of \$25,000. This request is to fill the FT Library Assistant position that is now vacant after my recent promotion to Director.

Request: Board action to authorize advertisement for a Full-Time Library Assistant position at an annual salary of \$25,000.

Information Items

Monthly Update Programs and Resources:

2. The Summer Reading theme this year is "Imagine Your Story". The staff has been working diligently to bring virtual programming to our patrons. Each week the libraries host virtual story time, crafts and contest via the branches' Facebook pages. All Summer Reading events and programs are sponsored by our partners at Rock by the Sea and the Friends of the Franklin County Libraries.

3. Reading challenge sheets and logs are available for pick up at the Eastpoint and Carrabelle locations. Each completed sheet or log grants one entry into the prize drawing. The prizes this year are Fire HD 8 Tablets, 2 prizes per library and 1 per person. This event is open to all students grades K-12.

Upcoming Virtual Events:

4. Animal Tales presents "Fantastic Creatures and Where they are Found" ZOOM! Live event- Thursday, July 9th at 1:30 PM – 2:30 PM.

5. Didgeridoo Down Under- Video will be available on the libraries' Facebook pages for a 7 day viewing period. July 19 -25th.

6. Florida Public Archaeology Network - North Central Region presents "Puzzles of Our Past Virtual Youth Program" ZOOM! live event- Thursday, July 30, 2020 at 10 AM – 11 AM

Florida Department of Health – Sarah Hinds (Administrator) – Update

Weems Memorial – David Walker (CEO) – Update

CareerSource Gulf Coast – Kim Bodine (Executive Director) – Request

L. Executive Director's Request

Action Items

1. Grantee-Subgrantee agreement between the Florida Department of Economic Opportunity (DEO) and your Local Workforce Development Board (Board)

Request: Board action to authorize Chairman's signature on the agreement.

2. Nomination of Mrs. Elinor Mount-Simmons to the CareerSource Gulf Coast Board of Directors as a private sector partner.

Request: Board action to appoint Mrs. Mount-Simmons to the CareerSource Gulf Coast Board of Directors.

Clerk of Courts – Marcia M. Johnson – Report

K. Clerk of Courts' Report

Action Items

1. County Held Tax Certificates: Pursuant to F.S. 197.502(7), the Clerk is tasked to notify the County Commission when there were no bidders on county-held tax certificates that went to public tax deed sale. The list of 3 attached are the third batch of county-held tax certificates that have been advertised for sales. Sales were held on June 29, 2020, and nobody bid on them. These properties are available should the county wish to purchase them or you can waive your rights to purchase them at this time, and they will be placed on a List of Lands Available for sale. If not purchased, they will escheat to the County after 3 years. I have attached the list plus a copy of the forms on each for the Chairman to sign on whether you elect to purchase or not. These properties are within the same area as the properties I presented to you on April 9th that you elected not to purchase.

Action requested by the Board: a motion to either elect to purchase or elect not to purchase these properties.

2. The budget workshop is scheduled for 9:00 a.m. on Thursday, July 30th. If additional time is needed, we will continue to Friday, July 31st. All constitutional offices, departments and non-governmental agencies have been asked to keep their requests at the same funding level as last year with the exception of state mandated increases.

Action requested by the Board: a motion to tentatively approve the same funding as the current year for the non-governmentals and not require their attendance on Thursday and to formally approve the Thursday, July 30th date for the budget workshop with the constitutionals, departments and other governmental offices.

Information Item

3. For information, I presented a draft Travel and Expense Policy at your last meeting. You voted to have Attorney Shuler review the policy before adoption. At this time, the review has not been completed, so the Policy is on hold until that review can be done.

RESTORE Coordinator – Alan Pierce – Report

County Coordinator – Michael Morón – Report

L. County Coordinator's Report

Action Item(s)

1. Local State of Emergency: As authorized by the Board, Chairman Lockley signed the COVID-19 Local State of Emergency (LSE) Declarations for the weeks starting June 22nd, June 29th, & July 6th.

Request: Board action to ratify the Chairman's signature on the stated COVID-19 LSE Declarations.

2. FWC Suspending Oyster Harvesting: As the Board is aware, the Florida Fish and Wildlife Conservation (FWC) has an action item on their July 22-23 Commission meeting seeking approval of draft rules to suspend harvest of wild oysters in Apalachicola Bay. This is the first step, of a two-step process, to request permission from the Commission to advertise a rule. The second step would be to take the final rule to the Commission at their September meeting for approval. This draft rule will include language to suspend harvesting effective August 1, 2020 but if the Commission does not approve the final rule in September, the order would be suspended. There is a five-year sunset provision in the rule, however if the restoration is successful prior to the five years based on FWCs monitoring that requires at least 300 bags of harvestable-sized oysters in a significant portion of the Bay, there would be consideration to reopen for commercial fishery of oysters prior to the five year sunset. This meeting will be held by video and telephonic participation (Communications Media Technology) and also allows for comments to be sent prior to the meeting. Will the Board send a letter stating the County's concerns and/or have a designated Commissioner speak to the Fish and Wildlife Commission directly during the meeting?

Request: Board discussion and direction on commenting to the FWC Commission on this agenda item.

3. SHIP Report: Attached to agenda packet is the SHIP report that includes a request to award eight (8) contracts to purchase mobile homes to Ironwood Homes of Perry for the Hurricane Housing Recovery Program (HHRP) clients. Four (4) septic systems will be replaced for an additional cost. The HHRP home repair projects are moving slowly due to the COVID-19.

Last Monday, Governor DeSantis vetoed the 2020-2021 fiscal year appropriation for the SHIP Program. After the 2019-2020 funds are expended and if there isn't a reversal on the 2020-21 funding there will be no down-payment assistance, emergency repair or full rehabilitation projects.

Request: Board action to award the eight (8) contracts for replacement mobile homes for the Hurricane Housing Recovery Program to Ironwood Homes of Perry.

4. Road Department Administrative Building: On Tuesday, May 19th, bids were opened for the Road Department Administration Building. The bids came in as follows: Duncan Home Construction, Inc. \$416,239.13, OliverSperry Renovation \$393,508, Storm Construction, Inc. \$321,465, Certus Builders \$364,168. On Thursday, June 18th the review committee met and as a competitive price-based bid, the lowest bidder Storm Construction was confirmed to be the lowest "responsive and responsible bidder" and met all of the bid specifications. Franklin County does not have any sort of local preference bid policy in place and this was a price-based solicitation, pursuant to bid practices and Florida law as confirmed by County Attorney Michael Shuler - Storm Construction is the lowest responsive and responsible bidder.

Request: Board action to award the bid to the lowest qualified bidder Storm Construction. The county also has the right to reject all bids, rebid or elect to not proceed with the project at this time.

5. CARES Act Agreement & Spending Plan: At your last meeting I explained that the County was slated to receive \$528,930, which was 25% of the total allocation of CARES Act funding for counties that fell below the 500,000-population threshold. Since your June 16th meeting the County received the CARES Act agreement and was strongly urged by the Florida

Association of Counties and the Small County Coalition to execute this agreement and upload it into the State system as soon as possible, which was done last week. The next step is to create a spending plan, that would dictate how the County would spend the funds and would be submitted to U. S. Treasury for review. Ms. Traci Buzbee of The Management Experts, LLC, currently your Emergency Management consultant, is willing to create the spending plan and manage the program for the County. Her task order is attached to the agenda packet. Mr. Ben Chandler of the Apalachee Regional Planning Council is willing to partner with Ms. Buzbee on the creation of the spending plan but doesn't have the staff to manage the program for the County. The County's other option would be to advertise for Request for Proposals, however, keep in mind that the total amount of CARES Act funding, approximately \$2 million must be spent by December 31, 2020.

Request: Board action on two items. The first action item is to ratify the Chairman's signature on the CARES Act agreement. The second action item is to engage Ms. Traci Buzbee to create the spending plan and manage the overall Cares Act Program with Mr. Ben Chandler assistance or advertise for Request for Proposals to create the spending plan and manage the overall Cares Act Program.

6. Tillman Cellular Tower Location: County staff was contacted by a Tillman Infrastructure representative to discuss possible site locations for a new cell tower in the area referred to as Green Point. One of these locations under consideration is the Landfill and the other is at the Sheriff's Department (see maps in agenda packet). If the Board has no objections to a tower at any of these locations, Tillman asked that the Board approve and execute a non-binding Business Terms Agreement (BTA) for each of these locations. Tillman would make a decision on the best location and then contact the County to negotiate the principle terms and execute a lease. Attorney Shuler has reviewed both BTAs.

Request: Board discussion and possible authorization of the Chairman's signature on the Business Terms Agreement for one or both locations.

7. ARPC Letter of Support: The Apalachee Regional Planning Council is seeking funding from the Department of Economic Opportunity (DEO) through the Community Planning Technical Assistance Grant for 2020-2021 to conduct workshops on community planning activities and create a Community Planning Toolkit. ARPC would like a letter of support for this grant proposal. Your support will play a major role in securing funding for the project.

Request: Board action to authorize a letter of support for ARPC for the Community Planning Technical Assistance Grant.

8. Nature Conservancy Letter of Support: Mr. Alan Pierce the County's RESTORE Coordinator received a request for a letter of support from for a planning study that is being proposed jointly by The Nature Conservancy and the Water Management District. The deadline for the letter proposal was towards the end of June so Mr. Pierce signed the letter. There is no obligation from the County.

Request: Board action to ratify Mr. Pierce's signature on the letter of support.

9. CMT Policy: As a means of protecting the public, county staff, and the members of the Board of County Commissioners, the County has followed Governor DeSantis extended Executive Order 20-69, which allows local government bodies to utilize communications media technology (CMT), such as the use of telephonic and video conferencing, during public meetings. This policy has worked well by allowing the public to participate during meetings via a teleconference system and view the meetings as it is happening via livestream. For a number of reasons, especially with the recent rise in positive COVID-19 cases here in the County and Statewide, the Board should consider a local CMT policy as other Florida counties are doing. If the Board is interested, Attorney Shuler and I would present a draft CMT policy for your review and approval.

Request: Board action to authorize Attorney Shuler and I to present a local CMT policy for your review and consideration.

Information Item(s)

10. Ethics Training: I have contacted Attorney Dan Cox about scheduling the required Ethics Class here in your meeting room. Attorney Cox is available any Saturday in July, but if the Board has no objections, I would like to ask the attorney if he is available in August, taking into consideration the current COVID-19 status and positive cases in the County.

11. P&Z/BOA Consent Agenda: In an effort to move the meetings along and if the Board has no objections, I would like to group the Planning & Zoning items such as Critical Shoreline Applications, Final Plat Applications, Commercial Site Plan Applications, Re-Zoning & Land Use Change Applications, in a consent agenda format so that the Board will approve those items by groups unless there is a particular item that a commissioner would like removed to discuss in more detail. I would like to treat Board of Adjustment items in the same manner. Let me know if you have any questions with this new proposed format.

County Attorney - Michael Shuler - Report

Commissioners' Comments

Adjournment

**FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS REGULAR MEETING
COURTHOUSE ANNEX, COMMISSION MEETING ROOM**

JUNE 16, 2020

**9:00 AM
MINUTES**

Commissioners Present: Noah Lockley – Chairman, Ricky Jones-Vice-Chairman, Joseph Parrish, William Massey, Bert B. Boldt, II

Others Present: Marcia M. Johnson-Clerk of Court, Erin Griffith-Assistant Finance Director, Michael Moron-County Coordinator, Michael Shuler – County Attorney, Lori P. Hines-Deputy Clerk to the Board.

Call to Order

- A. *To comply with CDC and Government social distancing requirements, the general public will not be allowed in the commission meeting room for this meeting; therefore, this Board of County Commission regular meeting will be conducted via livestream and conference call. Those wanting to view the meeting can use the livestream link (<https://www.youtube.com/user/SGIBeachLife>) or go to Forgotten Coast TV's YouTube Page. The livestream feed will promptly start 5 minutes before the meeting commences. Those wanting to participate during "Public Comments" on the agenda should use the conference call system by dialing 1-844-844-0014 and when prompted enter 540166#. Once the "Public Comments" agenda item is completed, the conference call will be disconnected. Any person who wishes to appeal a decision made by the Franklin County Board of County Commissioners, with respect to any matter considered at the meeting, must have a record of the proceedings. He or she may need to ensure that a verbatim record of the proceedings is made.*

Chairman Lockley called the meeting to Order.

Prayer and Pledge

There was a prayer followed by the Pledge of Allegiance.

Approval of Minutes

- B. Approval of BOCC Meeting Minutes:
1. Approval of May 19, 2020 BOCC Meeting Minutes
 2. Approval of June 2, 2020 BOCC Meeting Minutes

On motion by Commissioner Massey, seconded by Commissioner Jones, and by unanimous vote of the Board present, it was agreed to approve the minutes from the meeting held on May 19, 2020 and June 2, 2020.

Payment of County Bills

C. Bill List for Payment

On motion by Commissioner Jones, seconded by Commissioner Boldt, and by unanimous vote of the Board present, it was agreed to approve payment of the County's bills.

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.

Mr. Moron stated there are 2 individuals on the conference call. Chairman Lockley said they will have 3 minutes to speak.

Mr. John Berry, a resident of Alligator Point, reported he would like to see the no parking signs replaced at Alligator Point as they have been removed by the public. He said his understanding is if there is no signage there can be no tickets or towing. He reported Chairman Lockley mentioned the separation of public versus private property at the beach accesses and he would like the status of this matter. Mr. Berry requested the county perform maintenance on the garbage receptacles at the Alligator Point beach accesses as the receptacles are hard to open. He asked when the Carnival and Chip Morrison dune walkovers are going to be removed.

Commissioner Boldt assured the public the Board is not trying to bar the public from public comment. He stated the Board is following the Governor's Executive Order for meetings. He pointed out Wakulla County is still having virtual meetings and the public is not attending their meetings. He said this is a good prudent process because of the virus pandemic. Commissioner Boldt reported the Board welcomes public input and the Board can also be reached by email, telephone and in person. He said people can also reach the Board through the County Coordinator. He stated he looks forward to their comments. Mr. Moron reported according to the Florida Association of Counties (FAC) website only 12 counties have the public attend the Board meetings. Chairman Lockley agreed they are following the Governor's Executive Order. He explained when the Governor tells them something different then they will do something different. Mr. Moron said they must listen to the Governor and the courts. He reported court administration has marked the Courtroom for social distancing. He said the Board will have discussions about how they proceed and the Health Department will be involved in these plans. Chairman Lockley stated just because they are opening gradually does not mean COVID-19 is gone. He reported they must still follow the guidelines. Mr. Moron said on Saturday Florida recorded its highest one day count of positive cases.

Department Directors Report

Superintendent of Public Works – Howard Nabors

Mr. Nabors said he does not have a report today. Commissioner Jones said they talked about trying to keep up without inmate labor but have they made a complete sweep of the county on grass cutting. Mr. Nabors answered they have and are back in Carrabelle starting over. He explained they are not cutting the side roads and state areas until they get the inmate labor back unless the Board wants these areas cut. Commissioner Massey asked what prison representatives are saying about getting the

inmate crews back. Mr. Nabors said they do not know yet with all the new cases that are occurring. Commissioner Parrish asked how the inmates are supposed to catch the coronavirus if no one is around them. Mr. Nabors reported the inmates pick up trash and cigarette butts so the prison is trying to be on the safe side. **Commissioner Parrish made a motion to write a letter to the Department of Corrections (DOC) and cc the warden at the Carrabelle prison saying the county needs the inmates as soon as possible. Commissioner Jones seconded the motion.** Chairman Lockley said he does not think the prison will allow this. Commissioner Parrish stated it is his understanding that they let some inmates out to work on Highway 65 with forestry. Mr. Nabors reported that was mentioned but he does not think the inmates have been out yet. He explained in his department there are basically 5 employees trying to keep all the grass cutting and ditches up for the whole county because the equipment operators and truck drivers are going every day. Mr. Moron explained Mr. Davis will also tell the Board how the lack of inmates are affecting his department with keeping the fields up, Solid Waste operations and cleaning the public bathrooms. He pointed out the Parks & Recreation Department also has a 5 member staff. Mr. Davis reported he talked with DOC yesterday and they let 1 of the state crews come out. He said they were talking about some crews coming out in 2 weeks. Commissioner Parrish said in the letter they need to include the importance of inmates to the Solid Waste Department as well as the Road Department. Chairman Lockley asked for some clarification. Mr. Davis explained the DOC inmate squads are supervised by a DOC officer and the county employees are non-DOC. He stated they are worried about the virus and the inmates having contact. Mr. Davis reported they have 1 squad coming out that is supervised by a DOC officer and the county employees must be temperature checked if they are going to have contact with the inmates. He stated as long as the county keeps their employees away from the inmates then everything is okay but they do not want them having contact with the public or the county employees. Chairman Lockley said they must find out where the inmates are working and then the county employees must stay away from the area. Mr. Davis stated that is what he agreed to this morning so they will help with the ballfield today. Chairman Lockley suggested they contact the coaches and tell them not to go there until the inmates are through. Mr. Davis stated civilians are not allowed around the inmates but they are worried about the county employees being around the inmates. Mr. Moron inquired if county employees can supervise the inmates. Mr. Davis stated hopefully they can in 2 weeks. **Motion carried; 5-0.** Mr. Nabors said all the county crews are working as hard as they can. Commissioner Massey questioned how long it will be before they build the Road Department building. Mrs. Griffith said they must review the bids and asked if Mr. Nabors can attend a review committee meeting on Thursday at 9:00 a.m. to look at the bids. Mr. Nabors agreed he can attend.

D. Road Department BOCC Report

Information Items:

1. Filled our inmate supervisor position, person hired is Jeremiah Ard.
2. Detail of Work Performed and Material Hauled Report

Solid Waste Director – Fonda Davis

Mr. Davis said he did not have any items on his report but some things have come up since he has been at the meeting. He reported the garbage cans and dune walkovers were mentioned at Alligator Point during public comments. He stated 2 dune walkovers have already been removed but then they had to start working to get the ballfields ready. Mr. Davis reported he received a request through Mr. Moron

B.

to leave the dune walkover at Carnival and the public would take care of it. He asked the Board to let him know about this dune walkover.

Mr. Davis stated they have a problem on St. George Island at 12th Street west next to the Plantation because someone keeps placing flowers and signs on the county right-of-way to keep people from parking there. He said his department will be there again today removing the items. Commissioner Jones reported there is a problem in this area because the sand is soft and people get their cars stuck. He asked Mr. Davis to contact Mr. Nabors after they remove the items and see if some limerock can be placed in this area. Mr. Davis agreed to address this matter.

Commissioner Boldt reported he received information that the Alligator Point Taxpayers Association (APTA) will fund some portable bathrooms in the beach access area at least during this season so the county will not have to pay for that item.

Commissioner Boldt stated he talked with Mr. Davis and some additional trash containers that are not bear proof will be placed at the beach access areas on Alligator Point. He reported the Solid Waste Department will come in before the weekend to make sure the containers are empty and then come back on Monday to empty the containers. Commissioner Boldt said it shows the action from the county and the participation by the citizens. Mr. Davis stated the problem is the trash is not being placed in the trash cans. He said they would like to have some additional bear proof containers but the county does not have the money for those containers right now. He reported some 55 gallon open top containers will be added in this area. Commissioner Parrish inquired if there is a bear problem on Alligator Point by the dune walkovers. Mr. Davis said not that he is aware of. Commissioner Boldt stated they are just speculating. Mr. Pierce reported they had a single bear last year. Commissioner Parrish said he has never heard of that issue at Alligator Point but he knows they have bears near Highway 98. Commissioner Massey stated he thinks the bear on Alligator Point was captured.

Commissioner Jones asked Mr. Davis to check with the City of Apalachicola about their waste oil collection system because he heard the grass has grown up around the system and people are having to go through weeds to access the system. He suggested Mr. Davis check all the sites but said he has not heard anything negative about the sites. Mr. Davis reported the sites in Eastpoint and Carrabelle have more usage based on a report he receives. Chairman Lockley stated this may go back to the City not having any inmate help with grass cutting and cleaning.

E. Solid Waste Directors BOCC Report

Information Item:

1. Right of Way Debris Pickup/Recycle Material Hauled Report

Emergency Management Director – Pam Brownell

Mrs. Jennifer Daniels, Emergency Management Coordinator, stated Mrs. Brownell apologizes for not being here today but had an appointment. Mrs. Daniels provided the report, as follows:

F. Emergency Management BOCC Report Items:

Action Items:

1. EMPA, EMPG & EMPG-S Agreements were approved and signed at the board meeting on June 2, 2020. FCEM received Agreement Revisions on all three.
 - a. Request the Boards Approval and Signing of the EMPG – Supplemental Agreement Revision.
 - b. Request the Boards Approval and Signing of the EMPG Agreement Revision.
 - c. Requests the Boards Approval and Signing of the EMPA Agreement Revision.

On motion by Commissioner Jones, seconded by Commissioner Massey, and by unanimous vote of the Board present, it was agreed to approve the EMPA, EMPG and EMPG Supplemental Agreement revisions.

2. Request the Boards Approval and Signing of the Non-Congregate Sheltering (NCS) Plan.

Mrs. Daniels said the Non-Congregate Sheltering (NCS) Plan has been approved by FEMA. She reported the state will pay for the first 7 days of sheltering at hotels and for food. She explained they are trying to find out if the state will also acquire the hotel rooms or the county will need to acquire the rooms. **Commissioner Jones made a motion to approve and sign the Non-Congregate Sheltering (NCS) Plan. Commissioner Massey seconded the motion.** Commissioner Boldt asked who will pay for transportation to get the individuals to the facilities. Mrs. Daniels stated the county can apply for FEMA reimbursement for that item. Chairman Lockley asked if this plan is just for people with COVID-19. Mrs. Daniels answered yes. Chairman Lockley questioned what will happen if they have to stay more than 7 days. Mrs. Daniels said that will fall back on the county. Chairman Lockley asked if they have found some places for these individuals to stay. Mrs. Daniels answered no, they are still in the process of looking for some hotels. Chairman Lockley inquired if they are obtaining places in each direction. Mrs. Daniels responded they are planning for all options that are possible. Commissioner Parrish reported FEMA will pay for the first 7 days but if the person has to be quarantined for 14 days will the CARES Act pay for this item as a direct response to COVID-19. Mr. Moron said he will ask tomorrow during the conference call. Commissioner Parrish explained the state is passing items to the county to pay for that are not in the county budget. He said as they move forward there may be other items that fall within these guidelines and the county can utilize the money from the CARES Act.

Mr. Moron read the following item for the Board's consideration:

2. CARES Act Funding: At your last meeting the Board authorized the Chairman signature on a letter of support to Governor DeSantis asking him to consider funding the 55 counties and 410 municipalities that fell below the 500,000-population threshold stipulated by the CARES Act. This week staff was notified that the Governor did in fact fund those counties and municipalities and based on our population (CENSUS!). Franklin County is slated to receive \$528,930 as part of our first allocation and there will be rules about an additional allocation at a later date. Florida Association of Counties and Small County Coalition is still gathering information but recommend creating a spending plan.

Mr. Moron said last night he received notice that FAC is holding a zoom/conference call meeting to explain what they can and cannot do with these funds.

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This spending plan cannot consider using any of these funds to replace lost revenue, only needs that qualify as eligible under the Federal Act and the U. S Treasury Guidelines.

Mr. Moron said the county thought they could use these funds for lost revenue but it is not what it is used for.

Apalachicola and Carrabelle are required to seek reimbursement from the County for their spending plans. However, the County is ultimately responsible for the process, administration, and review of all expense requests and for ensuring that the funds are used appropriately. In other words, if the County approves and pays an ineligible expense, the State will take action to have the County repay those funds. All funds must be expended by December 31, 2020. The County should be receiving an agreement from the Florida Department of Emergency Management any day now.

Mrs. Daniels said Mr. Moron should have the electronic version of the agreement they sent yesterday.

This agreement will require review by Mrs. Erin Griffith, the Clerk, Attorney Shuler, Mrs. Pam Brownell, Jennifer Daniels and myself before Board consideration. Since the next regular meeting is scheduled for July 7, which is three weeks away, will the Board authorize the Chairman to sign this agreement after the appropriate review or wait until the next meeting to continue the discussion?

Request: Board discussion and direction

Mr. Moron suggested they wait until July 7th since the conference call is tomorrow and he will have more information at that time. Chairman Lockley said this is not right because FAC did not pass out the money and he questioned why they are conferencing with the county. He went on to say the state is giving out the money and putting all these items on the county. Chairman Lockley inquired why the state did not send the cities their portion of the money. He reported if the cities spend the money and anything goes wrong the county is responsible. Chairman Lockley said the state should be giving the money out. He questioned why the county should have to guard the cities when they have different rules and regulations. Chairman Lockley said they are supposed to run the county and the cities are responsible for running the cities. He questioned how they determine what amount the cities get. Mr. Moron said he will find out tomorrow on the conference call. He reported FAC is involved because they along with the Florida League of Cities and Small County Coalition helped with the process or the county might not have received these funds. He explained the original intent was for the cities to get their money through the Florida League of Cities and the county to get their money from FAC but that is not what the Governor agreed to. He said the Small County Coalition made sure the small rural counties got their money. Mrs. Griffith explained as far as the coronavirus relief efforts with FEMA so long as they are under a Local State of Emergency (LSE) those are the items they have already requested reimbursement for through FEMA. She reported this is a large amount of money that is also related to the coronavirus response efforts but she is not sure how much this is going to help because they have already filed through FEMA for these expenditures. Mrs. Griffith was not sure how many more expenditures the county would have but she did not think it would be anywhere near the amount that has been approved for the county or the cities. Mrs. Griffith reported what the county needed was help with the loss of revenue. She stated money to make up for the loss of sales tax revenue would have been monumental but this additional funding is on top of the funding they already have. Chairman Lockley said the cities or the county could make a mistake but the county has to pay the money back and that is not right. He suggested FAC could be over the program to make sure it was

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done right. Mr. Moron stated what worries him is the responsibility for making sure the request is right and that the funds are spent correctly is on the Finance Department and some of the county staff but the county is responsible for everyone. Mr. Moron said there were some questions from the city about how the money could be spent but it must be COVID related. Chairman Lockley reported some of their employees and the attorney have to stop what they are doing and go through these requests and he asked who will pay for that. Commissioner Boldt asked Clerk Johnson if she has staff to monitor these monies. Clerk Johnson stated they will try to do what they can. Commissioner Boldt inquired if there is a fee the Clerk can get for deploying and monitoring the money going to the cities. Mr. Moron said they are asking about administrative fees. Chairman Lockley stated they will need a person watching this full time because they have to go through every request to make sure it is correct. Mrs. Griffith stated they also have to make sure the request has not been reimbursed from another FEMA reimbursement. Chairman Lockley asked Mr. Moron to explain that the county does not have the staff a big county has to monitor these funds. He said the county will need more workers. Commissioner Parrish reported they have a committee set up with Mrs. Griffith, Attorney Shuler and Mrs. Brownell to review the invoices and make sure the expenses are paid correctly and he has faith in the committee but does not envy them this job. Chairman Lockley stated he has faith in the committee but he does not believe in putting extra work on them when the Governor could have done something different. Mr. Moron said they need to come up with an appropriate spending plan and then they can compare the requests for money to the spending plan. Mrs. Daniels stated when the county files for reimbursement from FEMA for COVID they are still responsible for the 12 ½% so maybe the funds can be used to pay the 12 ½%. Attorney Shuler explained he will not be a member of the review committee but will provide legal advice to the committee.

Motion carried; 5-0.

Commissioner Parrish asked about a motion for the item Mr. Moron addressed. Mr. Moron stated he could take some direction to put it back on the July 7th report but they do not need to take any action today. He questioned if they want to wait and hear more information before the Chairman signs the agreement. Mr. Moron explained there will be an agreement coming from the state and then they need to create a spending plan. He stated they must then decide how to put the spending plan in affect to cover the cities and private businesses. Mr. Pierce said they will have a better idea how to handle this on July 7th. Chairman Lockley recommended the Board ask FAC to go back to the Governor and send the cities their part of the money. He questioned how they decide who gets what portion of the money. Commissioner Boldt agreed this is a burden on the county. Chairman Lockley said in the letter they need to ask the Governor to change this because it is putting too much on the small counties. Mr. Moron stated after the meeting he can draft a letter and send a copy to each Commissioner individually and they can call and discuss it with him individually.

Commissioner Jones reported in relation to the monies that have finally been awarded to redo the Eastpoint Fishing pier and to mitigate it, he would like to coordinate with Mrs. Daniels, Mr. Davis and Mr. Clay Kennedy, Dewberry, about the scope of work so everyone knows what is being done. He explained then when they get the bid package it will be ready to go. Commissioner Jones suggested they meet next week so they could get the project ready to go out to bid. Mrs. Daniels stated she will send an email to everyone setting up the meeting.

Attorney Shuler said he approved the final revisions on the Emergency Operations Center (EOC) design contract with Dewberry yesterday so they will be circulating a clean version for signature.

Chairman Lockley asked when Mrs. Brownell will be back. Mrs. Daniels replied tomorrow. Chairman Lockley stated they have a problem with the hiring situation and they need to talk to her. Mrs. Daniels said they are in the process of re-advertising the position and the close date will be June 25th. She explained they advertised the position and offered the position to 3 people but they all turned down the position because the salary is not enough. Chairman Lockley asked how many people applied. Mrs. Daniels responded 7. Chairman Lockley stated he does not understand why they did not go down the line. He questioned what happens to the people that applied before and were not interviewed. Mrs. Daniels said they interviewed all 7 applicants. Mrs. Daniels explained they interviewed 7 and 3 were offered the job and turned it down. She reported of the 4 applicants that were left 2 will re-apply, 1 does not live in the county and 1 could not guarantee being on call 24 hours a day, 7 days a week. Chairman Lockley asked if those applicants will be re-interviewed. Mrs. Daniels answered yes, that is the plan. Chairman Lockley said he would like Mrs. Brownell to be at the next meeting because he heard a test was administered to the applicants. Mrs. Daniels stated they gave a skills test during the interview and the test was forwarded to Mr. Moron. She described the test for the Board. She stated prior to doing the interviews she took the skills test to see how long it would take and it took her 20 minutes and she is familiar with the work so they gave each applicant 45 minutes to take the test. Mrs. Daniels reported 1 person that applied for the position was able to complete the skills test. Chairman Lockley asked if the state requires this test. Mrs. Daniels answered no. She reported they contacted Mr. Leonard Carson, labor attorney for the county. She reported they are getting requests from other Emergency Management Offices for a copy of the skills test to use for hiring in their counties. Chairman Lockley questioned why this was not sent to the Board for approval and to let them know they were going to add this item. Mrs. Daniels stated she did not know it needed to go to the Board. Chairman Lockley said they need to know about anything that was not there before. Mrs. Daniels apologized for not knowing. She stated when she and Mrs. Tress Dameron were hired there was a skills tests so she did not think they needed to tell the Board about the test. Mrs. Daniels stated they will make sure to let them know next time. She reported the test has been sent to Mr. Moron and Mr. Carson. Chairman Lockley asked how long the interview takes. Mrs. Daniels said she gives the applicants 45 minutes to take the skills test and then another 15 minutes to go over some information so they schedule the interviews 1 hour apart. Chairman Lockley said he would like to talk to Mrs. Brownell.

Information Items

3. FCEM received an email from the State regarding the Cares Act. We have forwarded the email to Erin in Finance and have attached the information for the Board to review.
4. Franklin County EOC has been working with FDEM (Florida Division of Emergency Management), FEMA, and DOH (Department of Health) to update our existing Shelter Plans. These updates will address the COVID-19 issues and the unique sheltering requirements needed to protect individuals. The Non-Congregate Sheltering Checklist and Non-Congregate Shelter Request Letter are items needed for these updates. EOC Staff met with FDEM Recovery & NCS Staff on 06/11/20.
5. EOC Staff are working diligently with DOH Staff regarding the COVID-19 virus. This includes hosting meetings with representatives from DOH, Sheriff's Department & Weems, EMS, Conference Calls, pushing out messaging from DOH on Facebook and our EOC Website.

6. EOC Staff continue to participate in conference calls (Approximately 10 calls weekly) with the State DEM, Region 2, DOH, FEMA, etc. regarding COVID 19. We also continue to update WebEOC with missions for PPE, Local State of Emergency, and Sit-Reps.
7. EOC is in the process of re-advertising for the SPN Coordinator/Office Admin position.
8. FCEM Staff continues to work on FEMA reimbursement claims from Hurricane Michael. (Please see the Attached Report regarding Hurricane Michael Projects). This includes working with FEMA staff regarding mitigation of damaged parks, roads, etc. Mitigation takes some time but EOC Staff continue to work diligently with FEMA Staff on the most beneficial repairs for Franklin County. Attached is an update of FEMA projects. EOC Staff has begun the FEMA reimbursement claim process for COVID 19.
9. Franklin County EOC monitored Tropical Storm Cristobal updates, conference calls, and webinars. Messaging and updates were distributed through Alert Franklin, Facebook Post, Website Updates, etc.
10. EOC Staff participated in FEPA Certification Commission call on 06/05/20.
11. EOC Staff participated in the Hurricane Sheltering Management Demonstration Meeting on 06/12/20.
12. EOC will conduct the monthly IPAWS test on 06/23/20.
13. EOC Staff continues to work with Franklin's Promise and the local Food Pantries to assist with Logistics regarding supplemental shelf stable meals.
14. FCEM is working with Alligator Point Volunteer Fire Department to update their NIMS Compliance and issue badges to members. We will be updating NIMS Compliance for all departments throughout the county.

Extension Office Director – Erik Lovestrاند

Mr. Lovestrاند said he has no action items. Commissioner Jones stated he knows the Oyster Harvesting License is being done by the City of Apalachicola and the film is shown in Mr. Lovestrاند's office. He questioned how people are handling the Saltwater Products License (SPL). Mr. Lovestrاند said apparently the process is a little different this year. He explained in speaking with the Florida Department of Agriculture and Consumer Services (DACs) they said the City of Apalachicola had a Florida Wildlife Commission (FWC) officer at their office last year helping people get the SPL the same time they purchased their Oyster Harvesting License. He reported individuals can purchase their Oyster Harvesting License from the City of Apalachicola after getting the video certificate from his office but now they must apply online or by mail to FWC to get the SPL. Commissioner Jones stated he does not think they are handling this process correctly because someone can have the Oyster Harvesting License but unless they have the SPL they cannot sell the oysters. He said they are creating an undue burden on individuals that are still trying to work the bay. Commissioner Jones went on to say they can pick up the Oyster Harvesting License locally but that is only half of what they need. Mr. Lovestrاند agreed and said the Oyster Harvesting License must be done by June 30th or there is an additional \$500 penalty. He reported the SPL can be applied for anytime throughout the year so there is no penalty after June 30th. Commissioner Jones said he has received some questions and was not sure of the answer. Mr. Lovestrاند stated the extra step is making this process more complicated because the paperwork is in depth. He reported the video required for the Oyster Harvesting License was shown last Friday and will be shown this Friday. He went on to say the video will be shown every day the last week of June from 9:00 a.m. until 4:00 p.m. at his office. Mr. Lovestrاند explained individuals access the auditorium from outside and are not permitted in the rest of the building. He said he received District approval to allow 10 people in to watch the video at a time and he continues to show the video all day. Mr. Lovestrاند reported 16 people viewed the video last Friday but it will

get busier the last week of June. He explained they are still showing the video because some people do not have a computer to view the video online. Chairman Lockley asked when the last day is to get the Oyster Harvesting License. Mr. Lovestrand reported June 30th is the last day to receive the license and avoid the \$500 penalty. Chairman Lockley inquired about the total cost. Mr. Lovestrand reported the license is \$100 but after June 30th it will cost \$600 with the penalty. He pointed out if they buy the Apalachicola Bay Oyster Harvester's License then they will receive the SLP for free instead of paying the \$50 fee. Chairman Lockley questioned if there are very many oysters out there. Commissioner Massey stated some oysters are showing up in some locations. He inquired if the same license is required for tonging oysters and growing oysters. Mr. Lovestrand explained people with aquaculture leases are not required to have an Apalachicola Bay Oyster Harvester's License because these oysters are not a wild grown product. He stated they must have an Aquaculture Use Lease Certificate which requires a fee and must be renewed periodically. He reported there are also fees associated with getting the aquaculture leases. Mr. Lovestrand reported there is a new Aquaculture Use Zone (ALZ) in the miles called the 4 Mile AUZ. He explained this AUZ is comprised of 38 (1.5 acre) parcels that are being surveyed and laid out by Roddenberry & Associates. He reported within the next year people will be putting equipment and oyster seed in this new AUZ.

G. Extension Office Director BOCC Report
Informational Items

General Extension Activities:

1. During this period the Extension office assisted citizens on the topics of growing muscadine grapes, soil tests, injured wildlife, pine beetle damage, palm tree issues, mimosa wilt disease, Japanese magnolia issues, honey bees in structure, and more.
2. Extension Director participated in natural resources agent team meeting to plan for a monthly webinar series for the public to be conducted via Zoom and Facebook Live.

Sea Grant Extension:

3. Extension Director participated in interviews to hire the Project Coordinator for a Hurricane Michael Marine Debris Grant. The position will be supervised by the Bay County Extension Director and be housed at that facility.
4. The Extension office will be hosting the oyster harvester video that is required for harvesters annually before buying their licenses. Viewing opportunities will take place at the new office location (Mill Pond) on June 12, 19, 22-26, and 29-30. All UF guidelines for sanitation and safety related to COVID-19 will be in effect (no groups larger than 10 people, spaced more than 6-feet apart, sanitized surfaces, etc.).

4-H Youth Development:

5. Our local 4-H club has completed their local photography contest and has submitted entries for the statewide contest to be judged soon.

Family and Consumer Sciences:

6. Family Nutrition Program (FNP) classroom programs are being transitioned to a distance learning platforms to complete lessons for this school year.

Horticulture/Agricultures:

7. Master Gardener classes are still being conducted in an online format. Volunteers are now allowed to return to work at IFAS facilities in limited numbers with several precautions being taken (particularly with higher-risk individuals).

Mr. Moron reported people are calling in for the Board of Adjustment and Planning & Zoning items so they will have Mrs. Bodine present her report after these items.

The meeting recessed at 10:02 a.m.

The meeting reconvened at 10:10 a.m.

Board of Adjustment – Amy Ham-Kelly – Report - 10 a.m. (ET)

Mrs. Ham-Kelly provided the following report:

- I. Consideration of a request to construct a Rock Revetment 46 feet into the Critical Habitat Zone and 10 feet into both side property lines. Property described as 4376 St. Teresa Avenue, St. Teresa, Franklin County, Florida. Request submitted by Rhumblin Consultants, agent for Edgar Moore, applicant.

STAFF REVIEW: Recommendation to Approve

BOARD ACTION: Approve, Table or Deny

On motion by Commissioner Boldt, seconded by Commissioner Jones, and by unanimous vote of the Board present, it was agreed to approve this request.

- J. Consideration of a request to construct a Rock Revetment 46 feet into the Critical Habitat Zone and 10 feet into both side setbacks. Property described as 4374 St. Teresa Avenue, St. Teresa, Franklin County, Florida. Request submitted by Rhumblin Consultants agent for Russell Rainey, applicant.

STAFF REVIEW: Recommend to Approve

BOARD ACTION: Approve, Table or Deny

On motion by Commissioner Boldt, seconded by Commissioner Massey, and by unanimous vote of the Board present, it was agreed to approve this request. Commissioner Boldt said he typically worries about encroachment into the Critical Habitat Zone but this application has good engineering and studies. He reported they are improving the Critical Habitat Zone and he appreciates it.

Planning and Zoning – Amy Ham-Kelly – Report - 10 a.m. (ET)

Mrs. Ham-Kelly read the Planning & Zoning Report, as follows:

- K. Consideration of a request to construct a Single Family Private Dock at 37 Carousel Terrace, Alligator Point, Franklin County, Florida. The applicant has all State and Federal Permits. The dock walkway will be 24'5" x 5' with a 25' x 12' terminal platform and a 25' x 12' boat slip with boat lift. Request submitted by Florida Environmental Land Service, agent for Chip Johnson, applicant. (House has been approved by variance on 3/17/2020)

Staff Recommendation: To Approve

Board Action: Approve, Table or Deny

On motion by Commissioner Boldt, seconded by Commissioner Massey, and by unanimous vote of the Board present, it was agreed to approve this request.

- L. Consideration of a request to construct a Single Family Private Dock located at 1617 Alligator Drive, Alligator Point, Franklin County, Florida. The applicant has all state and federal permits. The dock walkway will be 359' x 4' with a 10' x 16' terminal platform, (1) 12' x 20' un-covered boatlift and (1) 14' x 30' covered boatlift. Request submitted by Garlick Environmental Agency, agent for James Sweat, applicant. (House is under construction)

Staff Recommendation: To Approve

B.

Board Action: Approve, Table or Deny

On motion by Commissioner Boldt, seconded by Commissioner Massey, and by unanimous vote of the Board present, it was agreed to approve this request.

- M. Consideration of a request for a Public Hearing for a Land Use change of a 6.08 acre parcel of land from Residential to Commercial and Re-Zoning from R-2 Single Family Mobile Home to C-3 Commercial Recreation on property lying in Section 22 Township 6 South, Range 4 West, 2514 Highway 67, Carrabelle, Franklin County, Florida. Request submitted by Justin Ford, agent for Jamey and Beverly Sapp, applicants.

Staff Recommendation: To Approve Public Hearing Request

Board Action: Approve, Table or Deny

On motion by Commissioner Massey, seconded by Commissioner Jones, and by unanimous vote of the Board present, it was agreed to approve the request for a public hearing.

- N. Consideration of a request for a Public Hearing for a Land Use change of a 10 acre parcel of land from Residential to Commercial and Re-Zoning from R-2 Single Family Mobile Home to C-3 Commercial Recreation on property lying in Section 22 Township 6 South, Range 4 West, 2536 Highway 67, Carrabelle, Franklin County, Florida. Request submitted by Justin Ford, agent for Jamey and Beverly Sapp, applicants.

Staff Recommendation: To Approve Public Hearing Request

Board Action: Approve, Table or Deny

On motion by Commissioner Massey, seconded by Commissioner Boldt, and by unanimous vote of the Board present, it was agreed to approve the request for a public hearing.

- O. Consideration of a request for Commercial Site Plan Review to place 36 moveable storage units at 1013 Bluff Road, Apalachicola, Franklin County, Florida. This project will be done in 2 phases: Phase 1 will consist of 24 units indicated in blue and Phase 2 will consist of 12 units indicated in yellow. Request submitted by Jonathan Faircloth, applicant.

Staff Recommendation: To Approve

Board Action: Approve, Table or Deny

Mrs. Ham-Kelly said they are under the 80% lot coverage and not in a special flood hazard area. She offered to provide the site plan. Commissioner Parrish stated he would like to see the site plan. Mrs. Ham-Kelly displayed the site plan for the Board. Commissioner Parrish asked if these are portable units that can be dropped off at someone's house and then picked up and stored on this site. Mrs. Ham-Kelly explained these units will be on-site and can be removed with a flatbed truck if necessary. Mr. Pierce questioned if these are pods. Mrs. Ham-Kelly answered no. Commissioner Parrish questioned if the units will be on the site. Mrs. Ham-Kelly said the units will be on site but could be moved. Chairman Lockley asked what will happen in a storm. Mrs. Ham-Kelly said the units are not required to be moved because they are not in a special flood hazard area. **On motion by Commissioner Parrish, seconded by Commissioner Jones, and by unanimous vote of the Board present, it was agreed to approve this request.**

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- P. Consideration of a request to abandon "Shell Bay Subdivision" a 10 lot subdivision lying in Section 35, Township 7 South, Range 5 West, Carrabelle, Franklin County, Florida. Request submitted by Garlick Environmental Associates, agent for William Simmons, applicant.

Staff Recommendation: To Approve

Board Action: Approve, Table or Deny

Commissioner Massey made a motion to approve this request. Commissioner Jones seconded the motion. Chairman Lockley asked if they are removing or tearing down something. Mrs. Ham-Kelly reported they are removing the existing plat and the layout of the plat. Mr. Pierce stated this is vacant land and they are reconfiguring the lots. Commissioner Jones asked if this is a plat the Board changed recently and the applicant is changing it back. Mrs. Ham-Kelly answered last year it was changed to R-1A Single Family subdivision which was 1/3 acre lots. She reported they had it rezoned back to its original R-1 Single Family which is 1 acre lots. She explained the cost of doing a central water and sewer system was so high they went back to R-1 with 1 acre lots. Commissioner Jones inquired if there was someone that lived there that was affected when they applied to make the original change. He asked if that is still being handled with what they are doing today. Mrs. Ham-Kelly answered yes. Commissioner Massey said the landowner was to the west and described the lot. Mrs. Ham-Kelly read the following statement from Mr. Mark Curenton, County Planner, based on his review of the request:

According to the Property Appraiser's website there is another property owner in this Subdivision besides Mr. William Simmons. Anthony C. Wood and Wendy C. Wood own Lot 5, Shell Bay. There is no evidence in the file of their consent to abandoning the subdivision plat.

I recommend approving the abandonment of Shell Bay Subdivision if the other owners in the subdivision agree.

Mrs. Ham-Kelly stated that is a stipulation. **Motion carried; 5-0.**

- Q. Consideration of a request for Sketch Plat approval of an 18 lot subdivision named "St. George Bay" formerly known as Shell Bay Subdivision lying in Section 35, Township 7 South, Range 5 West, Carrabelle, Franklin County, Florida. Request submitted by Garlick Environmental Associates, agent for William Simmons, applicant.

Staff Recommendation: To Approve

Board Action: Approve, Table or Deny

Commissioner Massey made a motion to approve the sketch plat of an 18 lot subdivision named St. George Bay. Commissioner Boldt seconded the motion. Mr. Pierce asked if this is the same property. Mrs. Ham-Kelly explained there is more property that they own. She presented the sketch plat for the Board. Mr. Garlick was present via telephone. Mr. Garlick said there is one change and he discussed it with Mr. Curenton last week. He explained the change is the subdivision has been reduced to 16 lots because Ms. Cheree Wood has 2 parcels that are outside of the subdivision and she still has access to the road in the subdivision. Mr. Garlick said now they have 16 units at 1 acre a piece versus 18 units. Commissioner Jones asked if the Board needs to amend their approval for 16 lots instead of 18 lots. Attorney Shuler answered yes. Mrs. Ham-Kelly stated they will need a new revised sketch. Mr. Garlick reported Mr. Curenton already has the sketch plat. Mr. Garlick stated he is okay with the Board amending their approval to 16 lots versus 18 lots. Mr. Moron reported Mr. Curenton has the



amended sketch plat. **Commissioner Massey amended his motion to approve a sketch plat of a 16 lot subdivision named St. George Bay. Commissioner Boldt amended his second. Motion carried; 5-0.**

- R. Consideration of a request to Re-Plat "Island Breeze" to "Island Breeze Phase II" a 4 lot subdivision lying in Section 28, Township 8 South, Range 6 West, Eastpoint, Franklin County, Florida. Request submitted by Thurman Roddenberry, agent for Charles and Angela Overstreet, applicants.

Staff Recommendation: To Approve

Board Action: Approve, Table or Deny

Mrs. Ham-Kelly stated she has a revised plat that shows a statement at the bottom and she read the statement for the Board. Commissioner Jones asked if they are doing this to abandon the access to Highway 98. Mrs. Ham-Kelly responded they are doing this to abandon the central easement that goes to the C.C. Land properties. Commissioner Jones said they will be accessing from the C.C. land side. Mrs. Ham-Kelly reported Lots 3 & 4 on the north side will be accessing from C.C. Land Road instead of Highway 98. She presented a diagram of the property and described the change. Chairman Lockley asked if the access is already there. Mrs. Ham-Kelly replied yes. She explained there are 2 common areas on the south side of Highway 98 and Lots 1 & 2 will have access to 1 of the areas and Lots 3 & 4 will have access to the other common area. She reported Mr. Curenton worked with Roddenberry & Associates to get the correct language on the plat about the common areas on the south side of the road. **Commissioner Massey made a motion to approve this request. Commissioner Jones seconded the motion.** Chairman Lockley asked if everyone has access to their property. Mrs. Ham-Kelly answered yes. **Motion carried; 5-0.**

CareerSource Gulf Coast - Kim Bodine (Executive Director) – Request

- H. CareerSource is requesting Board action for the following:
Action Items:
1. Letter of appointment for Superintendent of Franklin County Schools
 2. MOU between CareerSource and the National Caucus on Black Aged, Senior Community Service Employment Program
 3. MOU between CareerSource and Gulf Coast State College
 4. MOU between CareerSource and Hanley Technical Center
 5. MOU between CareerSource and Tri-County Community Council, Inc.
 6. MOU between CareerSource and Florida Department of Education Division of Vocational Rehabilitation

Mrs. Bodine said they have a lot of agreements they must sign to be in compliance with the federal Workforce Innovation and Opportunity Act (WIOA). She requested approval of the 5 Memorandum of Understanding (MOU) infrastructure funding agreements. She reported these agreements are required by federal law and there are 5 required partners that have to pay a cost of the one stop services. She said these agreements are required by federal law but they do not provide any more money. Mrs. Bodine stated they try to work the agreements out with the partners because even though the agreements are required the partners do not receive any additional money to pay to CareerSource. She explained the cost can be worked out with in-kind services if an agency chooses or they send their people into Workforce Centers that CareerSource operates. Mrs. Bodine reported some people just want to pay and the cost is approximately \$1,000 a year. She stated each of the agreements has been submitted for the Board's review. Mrs. Bodine offered to answer any questions.

On motion by Commissioner Jones, seconded by Commissioner Massey, and by unanimous vote of the Board present, it was agreed to approve the 5 MOU's.

Chairman Lockley asked how long the program will last that has people working in the county. Mrs. Bodine said they also received some COVID-19 money and have 1 person working at the Senior Center, some people at Franklin's Promise in addition to the positions under the Hurricane Michael recovery. Mrs. Bodine reported they have sent in a \$29 million, 3 year request for Hurricane Michael clean-up and restoration. She explained the current funding will end in August. She reported they have approximately 220 people working in 3 counties under this program. Mrs. Bodine stated they received a letter of support from the county previously in reference to this grant. She said they may modify that letter because they almost ran out of money a couple of months ago. She reported they will probably request another letter of support and start working with the representatives to make sure this request gets funded. She stated the federal government under the United States Department of Labor (USDOL) will not look at the request until 70% of the funds they just approved are expended. She explained the problem is they allow a 45 days window for approval and by the time 70% of the funds are expended they will not have 45 days left before the funding runs out. Mrs. Bodine said they are trying to work now with member of Congress and senators to get USDOL to break their standard operating procedure and look at the request sooner. She pointed out it is hard to get attention on anything other than COVID-19 at this time but they are working on it. Mrs. Bodine felt like they would extend the funding for Hurricane Michael because it still has the attention that is needed. Chairman Lockley asked what the people are doing that are funded with the COVID-19 monies. Mrs. Bodine stated they deliver meals to seniors or provide a safe place where they can have meals. She reported some of the workers are working with food distribution organizations and child care. She stated they only had enough funding for 12 positions but they have asked for more money.

Mr. Moron asked if the Board approved the letter to appoint Ms. Traci Yoder, Superintendent of Schools. **On motion by Commissioner Jones, seconded by Commissioner Boldt, and by unanimous vote of the Board present, it was agreed to approve the letter of appointment for Superintendent Yoder.**

TDC Administrator – John Solomon – Report

Mr. Solomon presented the following action item:

- S. TDC Administrator BOCC Report
Action Items:
 - 1. TDC Board voted to recommend a 1% increase in the tourist development tax.
ACTION: The TDC Board recommends the Board to approve recommendation of increase of TDC Tax from 2% to 3%.

Commissioner Jones made a motion to approve this request. Commissioner Massey seconded the motion. Commissioner Boldt said in reviewing the statistics of the 67 counties in Florida and where this money is coming from he thinks they may need to consider a 2% increase. He explained the county's TDC tax is not the highest and not the lowest but the county is surging with tourists and there is a need to support the infrastructure that the tourists are using. Commissioner Parrish stated he prefers to stay with a 1% increase but he would like to know where the 1% is going. Mr. Solomon

B.

explained there is a 60/40 split so basically the 1% would be infrastructure. Commissioner Parrish reported he would like to see the tourists better accommodated with parking and rest rooms. He said he would like to approve only 1% and it can be amended going forward if they need to. Attorney Shuler reported the Board has 2 options for moving forward with the increase which are either to adopt an ordinance by a supermajority (4/5) vote of the Board or by referendum. He requested instructions from the Board on which process to follow regarding this 1% increase. Commissioner Jones stated the discussion at the TDC Board was about the 2 options and they felt the 1% would be best because if they increased 2% there would have to be a referendum and that would cost the taxpayers. He said everyone knows there is a need for tourism and tourist related infrastructure in the county and they are also looking at a revenue loss due to COVID-19. Chairman Lockley asked what the highest percent is in the state. Mr. Solomon responded 6% but it can go to 7%. Chairman Lockley stated the county is at 2%. Chairman Lockley asked if a referendum is required to increase 2%. Attorney Shuler agreed that is correct. Clerk Johnson stated she is for parking lots and related infrastructure but she feels like before they vote they need a plan of exactly how they are going to spend the money. She explained because the county is under 100,000 in population there is a limit of up to 10% of the revenues that can only be spent on beach park facilities. She questioned if parking lots fall under this category. Clerk Johnson reported on the 1% there is also a requirement for public facilities and if they do not bring in revenues of at least \$10 million they cannot spend money for certain infrastructure. She said there are all these conditions of the \$10 million they have not brought in. Clerk Johnson explained not more than 70% of proposed public facilities will be paid for with tourist revenues and these facilities must be identified and confirmed by the Board. Clerk Johnson stated at least 40% of all tourist development tax revenue are spent to promote and advertise tourism. She explained there are a lot of conditions in the statute on the money and as the finance person that will be approving the expenditures she feels the Board needs to have a plan from the TDC Board on exactly what infrastructure projects they will do so there will not be questions in the future. Clerk Johnson stated that is her recommendation and they need to know what the infrastructure is and whether it is allowed. Commissioner Boldt stated he likes that strategy. Mr. Solomon said most of the time the infrastructure needs come from this Board. He reported the TDC Board has not made infrastructure decisions. He explained the Board of County Commissioners has made the decisions for the TDC Board to review and approve. He stated the TDC Board can make a plan but it is counterproductive because it comes back to this Board for a decision. He said if you look around the state even Gulf County is at 5% and has less visitors but gain more tourist revenue. He reminded the Board this tax is on lodging accommodations in the county not on the people of the county. Mr. Solomon explained this will not only help with infrastructure but with maintaining the current infrastructure that TDC has paid for. He reported there are a lot of things the TDC Board wants to do but they are handicapped after all these years because of being one of the lowest percentages in the state. He stated the cost of everything has gone up but the tax has not increased. Chairman Lockley asked how much the TDC revenue will be short. Mr. Solomon stated they are predicting \$1.1 million if nothing changes so that will be a \$300,000 loss for this year. Chairman Lockley questioned what amount the Clerk said. Clerk Johnson reported there are certain conditions in the statute for collecting the revenue. Attorney Shuler stated there is a Spending Plan that was adopted originally around 2004 and he does not think it has been amended to the extent of splitting the use of the funds. He explained the 60/40 split is with 60% going to infrastructure and 40% going to advertising and he does not think this split in the Spending Plan has been amended. Attorney Shuler said in relation to the additional penny the Clerk is correct that the TDC funds are restricted and not like general revenue funds. He explained whatever infrastructure

B.

plan is drafted would have to meet those restrictions in the statute just like it always has from the beginning. He agreed with the Clerk it must be a qualified expenditure or it cannot be approved for payment. Attorney Shuler reported the \$10 million threshold are some laws that were adopted to benefit larger counties down south so they can open up the restrictions for additional purposes that Franklin County does not qualify for. Commissioner Parrish asked for Attorney Shuler's recommendation on what they need to do before they vote. Attorney Shuler said he needs direction on the process the Board wants to follow for enacting the additional 1% which is either by ordinance or referendum. Attorney Shuler stated the additional penny is still subject to the same restrictive uses that the 2% has been restricted to from the beginning. He explained this extra penny will not open up new avenues or expand the infrastructure portion because it would still be limited to the same infrastructures that are authorized under the current ordinance. He reported there are a list of items and categories in the statute that the funds can be spent on for infrastructure and there is a sentence that any use not authorized is prohibited. Attorney Shuler stated they will need to look at infrastructure projects on a case by case basis and the Board will have to decide to approve the project if it qualifies or disapprove it if it does not qualify. He reported they cannot pre-judge the infrastructure projects today. Commissioner Parrish stated if they cannot spend the money where it needs to go then he is probably not for the increase. He reported he is not in favor of more advertising but wants to do infrastructure projects to accommodate the people coming to visit. Mr. Solomon explained they can do more infrastructure projects and there are limitations but the funding will increase and they will get the projects done at a faster pace instead of taking out a loan. Commissioner Boldt reported they want to customize where the money goes. He stated the Board should affirm the 1% and work out the strategies according to statute of where the money will be spent before they vote. He said the increase should be done by ordinance and not referendum to save expenses. Chairman Lockley stated he agrees with Commissioner Parrish and he wants to see infrastructure because they have done enough advertising. He reported later on after they have accommodations they can advertise some more. Chairman Lockley stated if it will help with parking and bathrooms then he is in favor of the increase. Mr. Solomon reported the cost of the St. George Island bathrooms will take 4 years to pay for at 10% but if they had the extra 1% it would take 2 years. He explained the additional money from the additional percentage will help complete the projects faster. Mr. Solomon acknowledged that not everyone is for the increase or TDC but after COVID-19 it shows the county is dependent on tourism. Chairman Lockley said the money does not need to be spent in one area but spread across the county. Commissioner Massey stated if this goes to a vote normally people will not vote for it because they think their taxes will go up. Commissioner Jones asked if the Board needs to take action to adopt this increase by ordinance. Attorney Shuler reported that is the direction he is looking for and then they can look at the TDC request, hold a public hearing to discuss the details and vote to approve it or not. He explained he is not ready today to provide examples of what they can and cannot do on the infrastructure portion of the TDC tax. He stated he needs direction on whether to schedule a referendum or a public hearing on an ordinance.

Commissioner Jones amended his motion to reflect scheduling a public hearing for an ordinance on the issue. Commissioner Jones said he can list things the money can and cannot be used for but for 3 years he has been trying to find a way to get the bathrooms on St. George Island funded with the TDC tax. He reported the TDC cannot make a parking lot with the TDC dollars but they can acquire the land so the county can place the parking lot. Commissioner Jones stated there are other things that they will enumerate later with signage at the beach access and alleyways. He said they are talking about re-doing all the signs across the county with TDC funds. Commissioner Jones reported there were 7

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different signs at St. George Island and only 1 sign is needed. He stated there is a 10% requirement if items are referred to as beach park facilities but in statute all it refers to is beach restoration, the dunes, the shoreline and those kinds of things. Attorney Shuler added also river systems. Commissioner Jones assured the Board if he continues to represent them on the TDC Board these things will be done by statute and he will not put this Board or anyone else in any kind of peril because he wants something done. Chairman Lockley said usually the Chairman of the Board serves on TDC but he did not want to do that. Mr. Solomon stated in the discussion the main priority was infrastructure. He explained when they are asked to do something the funds are limited and they are trying to do what the Board wants done. He stated not only do they want to advertise but they want to make it comfortable when people come here. Mr. Solomon explained to do that they need to be closer to everyone else that has a tourist economy but the county is a long way from that with their TDC tax. Chairman Lockley reported if they are able to buy the land then that is a tremendous help because the county can try to find a grant. **Commissioner Massey amended his second.** Mr. Moron stated later on his report he is going to ask to schedule a workshop on July 7th to discuss parking and beach access and if they agree he can also add to the agenda a preliminary discussion of what they can and cannot do with the TDC funds. He explained then when they get to the public hearing they will have a better understanding of what they can and cannot do with the extra one cent. Commissioner Parrish said he wants to do that. Commissioner Boldt agreed. Commissioner Massey asked if they tried to take this action with the increase before. Mr. Pierce said he brought it up before but it never went to a vote. He explained at the time he was looking at something for beach renourishment because coastal erosion is happening all over the county. **Motion carried; 5-0.**

2. TDC Board voted to recommend amending 2k Web Group contract to reflect budgeted amount for fiscal year of 19-20 in Search Engine Optimization line item of the budget. As well pay outstanding bills of 2k Web Group for the Search Engine Optimization category. There was an oversight by the TDC Board during the 2019-20 budget process \$20,000 was moved from internet advertising to the search engine optimization line item, both were in the Internet budget category. Not realizing that the SEO line item was limited by the contract. The SEO is one of the most important parts of keeping the TDC website visible and easily found during searches for vacation destinations
ACTION: The TDC board recommends the Board approve the amended 2K Web Groups contract to reflect the budgeted amount for the 19-20 Search Engine Optimization line item of the budget. Also, pay the outstanding bill for the 2k Web Group's Search Engine Optimization category.

Mr. Solomon explained this will increase the Search Engine Optimization line item from \$8,500 to \$28,500. He reported the TDC Board and the vendor agreed this items lasts a long time for the website and the advertising is just for the second so this money is better spent in this category. **Commissioner Jones made a motion to approve this request. Commissioner Boldt seconded the motion.** Clerk Johnson asked if they have a copy of the contract amendment. Mr. Solomon answered yes, it should be in the Board's packet. Clerk Johnson said her office will need the signed contract. Attorney Shuler said he has seen and approved the form of the amendment. Chairman Lockley asked Mr. Solomon to explain this request. Mr. Solomon said it is prolonging the existence of people finding the webpage and it makes it easier to use and search for different things. He stated the TDC Board and the vendor felt the money was better spent on optimization than a banner advertisement on a website which is where the money was in the budget for internet advertising. Mr. Solomon reported the website has progressively done better this year. He explained with COVID-19 the TDC websites dropped low but

the county's TDC website paced above most of the other counties they compare to because of the optimization they had implemented. Mr. Solomon stated it was still low but they have seen a sudden spike ever since the short term rentals opened. He reported the Visit Florida website was the lowest they had ever seen and he thinks if they had not changed this Search Engine Optimization they would have been in worse shape with people finding the website. **Motion carried; 5-0.** Mr. Solomon asked if there are any questions on the information items. The Board did not have any questions.

Information Items:

3. TDC Board approved the creation of a Golf Cart ordinance, rules and regulations trifold brochure for Franklin County.
4. TDC Board approved \$2,500 to Royce Rolstad photography for photos and videos to bolster our TDC photo and video libraries that the TDC uses for advertising.
5. TDC Board approved \$1,200 to place the new sign at the St. George Island Visitor Center.
6. Tax Collections for the month of February 2020 was \$95,017.02 a 43% increase over February 2019. The March 2020 collections were \$71,946.84 a 44% decrease from March of 2019. In the first 5 months of the 19-20 fiscal year the TDC Collections was 20% higher than the previous year during the same time period.
7. TDC Board approved the 2020-2021 Small, Large and Museum Grants applications as well as approved application process to begin on June 14th.
8. TDC Board approved the creation of consolidated beach access signs for all county beach access points.

Commissioner Jones left the meeting at this time.

Department of Health - Sarah Hinds (Administrator) - Update

Mrs. Hinds reported as of Friday, June 5th, the state moved into Phase 2 of the Florida Reopening Plan. She said the state continues to update the [floridadoh.gov](https://www.floridadoh.gov) COVID-19 dashboard daily with the number of tests and the number of positive cases. She explained they get a quick peek at what the dashboard will display so they can make sure things are lining up and they have time to alert the state if an error is showing. Ms. Hinds reported over the weekend a positive case showed up and they began investigating the matter but could not get in touch with the individual in time to make the change. She stated because the individual used a Franklin County address they have an obligation to alert the public even if they just say the case is currently under investigation. Ms. Hinds said once they contacted the individual they determined she lives in a different county and was not in Franklin County or did not have any contact with anyone in Franklin County and was isolated. She reported the address was used for billing purposes and they will make a note of that for anyone in that college age group. Ms. Hinds stated every incident is taken seriously and they follow up immediately. Ms. Hinds said if rumors are circulating she encourages the Board to reach out to her because if they have a positive case she will contact the Commissioners first. She reported they may have heard that the Health Department is providing testing at a church and this is happening by request today. She stated the Health Department would do that for any group that feels they had some type of exposure. She said this testing is also open to the public. Ms. Hinds explained the church asked them to be there today and they will do everything they can to contain any situation that may have occurred and they have a plan in place. She reported each month they will continue to test 2% of the population as part of the state's phased reopening strategy. Ms. Hinds stated health care partners are continuing to provide testing and community testing locations have been set up. She explained they also do closed point of

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distribution sites which means it is with a particular group by request. Ms. Hinds said they are working with the Franklin County District School to test staff for summer school and later in the fall. She explained this is a great partnership opportunity with Weems Memorial Hospital to do the test for active infection and the antibody test. She said they also have testing available at the Health Department by appointment on Tuesday-Thursday and in Carrabelle on Wednesday. She explained they register individuals over the phone and walk outside and meet them at their car to perform the test. She stated the test is free. Ms. Hinds reported overall Franklin County is still the lowest county in the state for positive cases. She explained as they work through the reopening plan and people coming to the county they may see some positive cases but the goal is to maintain the medical system at capacity. Ms. Hinds reported the Health Department also covers Gulf County and they have seen a little increase in their COVID-19 numbers but they are still the second lowest county in the state. She explained the cases Gulf County has are travel related or close contact to a confirmed positive case. Ms. Hinds reported the Health Department is still promoting social distancing as a key to slowing the spread of the virus. She stated they still promote cloth masks in places where it is difficult to maintain social distancing. She said the Health Education Department at the Health Department has distributed over 20,000 cloth masks to Franklin County residents so hopefully this will help reduce exposure in the community. She reported each Commissioner has either received or will receive a box of masks. Ms. Hinds stated because of hurricane season she is working with Mrs. Brownell on processes to help with sheltering for people that have COVID-19 cases or exposure to COVID-19. She reported these are things they think about as a coastal community dealing with a pandemic and Mrs. Brownell and her team have solid plans in place. She stated everything they look at takes into account prevention and containment of COVID-19. She reported the Health Department works every day in response to the pandemic. Ms. Hinds stated they have been fortunate in the county that everything has been manageable and it has allowed them to work closer with their partners with the reopening plans. She thanked the Board for their support and outreach efforts. Commissioner Boldt stated it is important in the county that they are following a good solid measured response protocols. He said that is why they are relatively virus free in the county. He reported they follow good health practices with the meetings and it also keeps their executive staff healthy as well. Commissioner Boldt stated they are happy to partner with Ms. Hinds. Commissioner Massey asked what time the testing will start at the church. Ms. Hinds said they will be testing from 9:00 a.m. until 2:00 p.m. She stated there are testing projects going on in the community and some are focused on certain populations and some are just available to the public. She reported testing is also available at the Health Department but they must call ahead to make an appointment.

Weems Memorial - David Walker (CEO) - Update

Mr. Walker thanked the Board for their support with what they are doing with COVID-19 efforts. He said they are antibody testing in the county and have tested almost 400 people. He reported they will have some testing in Lanark Village soon and they are partnering with the school district to test the employees this week and again in July. Mr. Walker explained targeted testing was conducted on law enforcement, retail workers, restaurant workers, hospitality workers, vacation rental workers, city employees, county workers, day care workers and senior citizens. He reported these individuals were tested in the beginning because they are the front line personnel. Mr. Walker said he has Ms. Donna Taratoot, Lab Director, with him to discuss a great opportunity for Weems Memorial Hospital to purchase their own COVID-19 testing equipment through a grant. He explained this would test COVID-19 through the nasal swab and they would have the results in 1 hour. He reported currently the tests

B.

are sent out to Quest and LabCorp and the results take 4-5 days. He said this will also save the \$100 fee that is paid for each test to be sent out. Mr. Walker stated this is an action item today because the testing equipment is over their spending limit of \$50,000. He explained this money will not come out of the Health Care Trust Fund but directly from a grant they received from the Florida Department of Health Rural Health Office. Mr. Walker stated they could have purchased less expensive equipment but Mrs. Taratoot recommended this equipment to provide COVID-19 testing as well as some other testing. Ms. Taratoot stated the equipment is the GeneXpert manufactured by Cepheid. She explained she reviewed a lot of different instruments and this testing methodology is polymerase chain reaction (PCR) which is the gold standard for doing any type of viral identification. She stated this is a highly sensitive method which is very important to determine if the person has the virus. Ms. Taratoot explained they also want this equipment because it will show negative if the virus is not in the patient. She reported this equipment is very good in that respect and during testing was practically 100% effective for both ends of the spectrum. She stated she also chose this equipment because it has been around for a while and has had FDA emergency use authorization since April. She reported the equipment is used by labs all over the country and it also performs 20 other procedures that are fully FDA approved. Ms. Taratoot said the company is a USA company out of Sunnyvale, California. She described the methodology for performing the testing and said everything is contained in a box so there is no danger of contamination for the lab personnel. She said there are smaller units available but she chose this machine because after COVID-19 there are 4 other tests that they have to do by other means or that are referred to other laboratories that could be placed on this instrument and that would give them a much better turnaround. Ms. Taratoot stated the company is working on getting standard FDA approval and not just on an emergency basis. She reported when someone comes into the Emergency Room and needs a nasal swab depending on the criteria it will go either to the Health Department or the Quest lab and the results take 48-72 hours. Ms. Taratoot stated this procedure would have the results in less than 1 hour. She explained for the patients that are admitted to the floor and waiting for their test results they must be in a special room with negative pressure and the nurses must wear personal protective equipment (PPE) to deal with the patient which is very costly. She stated once the test is negative then there are no extra measures required. Ms. Taratoot explained if the patient is from the nursing home they must keep the patient either in the emergency room or on the floor until the negative test is received and then they can be sent back to the nursing home. She said they will know the status of the patient very quickly with this equipment. Mr. Walker reported one of the reasons they want to be able to test quickly is they can identify quickly who has the virus and isolate them. He pointed out when school starts back this would help identify any students that test positive and allow them to treat them. He reported this would bring in the testing ability and create access to care. Mr. Walker stated they are also working on being able to read their own antibody testing with an instrument they currently have. He explained they are trying to make sure they have everything they need in the county to be a resource for the community. He reported through this grant opportunity it would help them accomplish this. Mr. Moron asked if there is a match requirement for the grant. Mr. Walker answered no, this is total funding from the Rural Health Office. He explained they are looking at alternative funding options so they do not have to access the Health Care Trust Fund. He stated this equipment costs \$9,000 more than they are allowed to spend with the spending limit. Attorney Shuler advised the Board they are under a declared state of emergency and this is COVID-19 related services so his recommendation is to recognize the state of emergency, waive the local bid policy and purchase the equipment. **On motion by Commissioner Massey, seconded by Commissioner Boldt, and by unanimous vote of the Board present, it was**

agreed to recognize the state of emergency, waive the local bid policy and purchase this equipment. Mr. Walker thanked the Board and said they are actively responding and preparing for COVID-19. Chairman Lockley said they are doing a good job and if they find any other equipment that helps them separate anyone with an active case from the community it is a good thing. Commissioner Massey agreed Mr. Walker is doing a good job. Commissioner Boldt said the hospital is gaining high value every day with another piece of equipment that makes it best for the community. Commissioner Jones asked if the ventilators have been received. Mr. Walker stated they received 4 ventilators and EMS has 3 and the hospital received the other 4. He said they ordered 1 more ventilator for EMS. He reported they received notice that one of the ventilators will be a high flow ventilator for a V60 machine and they will be the first hospital in the nation to have a high flow V60 ventilator. Commissioner Boldt asked about the guidelines for how the \$3 million will be spent and if they are beginning to look at the guidelines. Mr. Walker replied every small rural hospital received \$3 million and it can only be spent for COVID-19 related activities, lost revenue and anything to prevent, respond and prepare for COVID-19. He explained if they had not purchased the equipment out of the money from the Department of Health they would have been able to purchase it with these funds. He reported they are keeping a list of everything that they spend to make sure it is tied to these three elements of funding and then they will complete a report in July. Mr. Walker reported the federal government has not sent out the reporting guidelines yet but they are working on these matters with their auditor Mr. Brian Hall, Carr, Riggs and Ingram. He stated they are hoping they send specific guidelines. He reported there are a lot of things they need as a hospital to prepare for these patients so they will follow the guidelines. Chairman Lockley said he wants the hospital to get what they need to be prepared in case the county gets positive cases. Mr. Walker explained as the cases increase in Florida they must pay attention to the hospitalization rates. He stated if the hospitalization rates increase quickly then they will have a problem in the state. He commented as long as the peak is gradual in the county it will be fine but if it peaks then they will have an issue. Mr. Walker said they are also watching the children because the virus is hitting young people. Chairman Lockley asked him to watch the elderly too. Mr. Walker explained they also tested the elderly population because they have underlying medical conditions. He stated they feel good that they are getting equipment and EMS is getting what they need because there is an elderly population here.

Emergency Medical Services - Richard Lewis (Director) Update

Mr. Lewis offered the following item for the Board's consideration:

T. EMS Grant

Information Item

1. Franklin County Emergency Medical Services (EMS) was awarded a FL State Emergency Medical Service Matching Grant (75/25) to facilitate the standardization of cardiac equipment across Franklin County's three (3) ALS/BLS ambulances. The three (3) primary Franklin County ambulances will be equipped with an updated LUCAS device. A LUCAS device is an essential piece of equipment, providing quality chest compressions. Additionally, five (5) Lifepack AED's were awarded to be placed across Franklin County's festival and sports sites. EMS will continue to train First Responders and Franklin County Residents in CPR and AED use.

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Mr. Lewis said they are starting an initiative to place AED's across the county. He reported they are looking for other grants to purchase more equipment because at this time they only have 5. He stated he welcomes their input on the replacement of the units. Mr. Lewis reported his recommendation is to place 1 unit at Battery Park or Wilson Sports Complex in Apalachicola, 1 unit at the Courthouse or Annex in Apalachicola, 1 unit at Vrooman Sports Complex in Eastpoint, 1 unit at Kendrick Park in Carrabelle and 1 unit at Chillas Hall in Lanark Village. He explained this will spread the units across the county and as they get more they can fill in the gaps. Mr. Lewis reported barring any unforeseen delays by the end of July they will become an American Heart Association CPR Training Site. He explained this along with AED's is a public CPR initiative throughout the county to give public classes and get as many people as possible certified to do CPR and operate the AED's. He stated this will go along with the Community Paramedic Program they are trying to start this month. Mr. Lewis said this program will be doing telehealth primarily with EMS and Weems East and West. He explained this program is geared to getting to the quarantined people that are at home and people that cannot get to their primary care physician. He stated later they may be able to expand this program to cover other areas of need. Chairman Lockley inquired what an AED is. Mr. Lewis responded an automated external defibrillator. He explained if someone is in a life threatening cardiac rhythm you place the defibrillator on the person and it can save their life. Chairman Lockley asked if the person has to be trained to use the equipment. Mr. Lewis explained it is good to be trained but even if you are not the unit is designed to talk you through the process. Mr. Pierce asked if the one at Battery Park would be in the building. Mr. Lewis answered yes, but accessible if there were festivals or events going on. Mr. Moron suggested 1 unit be placed in the Courthouse and then when they get more units 1 could be placed in the Annex. He stated the unit should be placed close to the deputy and he could be trained to use the equipment. He reported it is also good to have them close to sporting events. Chairman Lockley questioned if the units run on batteries. Mr. Lewis responded yes, and he will be keeping an eye on the batteries to make sure the units are up to date and operational.

Clerk of Courts – Marcia M. Johnson – Report

Clerk Johnson presented her report to the Board, as follows:

U. Clerk's Report to the Board 6-16-2020

Action Items

1. Attached is a Draft Credit Card Policy. Upon the audit that was recently conducted on the City of Apalachicola, it was noted that no formal credit card policy had been adopted by the City. Franklin County has not had the issues experienced by the City, but I feel it would be a good idea to go ahead and put a formal policy in place. Franklin County currently has (4) credit card accounts: County Coordinator whose card is utilized by all of the county departments when needed; Emergency Management Director and Assistant Director for purchases relative to emergency operations and travel; and the Tourist Development Council for online ad charges relative to Google and Facebook. Each month, card statements are reconciled and all charges are documented. This policy will act to solidify the process that is already in place as it pertains to the county-issued credit cards. Action requested to adopt the credit card policy.

On motion by Commissioner Boldt, seconded by Commissioner Massey, and by unanimous vote of the Board present, it was agreed to adopt the Credit Card Policy.

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2. Attached is a Draft Travel and Expense Policy. As with the credit card issue, the City of Apalachicola's audit brought into discussion travel expenses. In the past 5 or 6 years, I proposed a similar travel policy that was not approved, and I feel it would be in your best interest to adopt such a formal policy once the county attorney has had a chance to review it. Action requested to have the County Attorney to review the draft policy for possible adoption at your next meeting.

On motion by Commissioner Jones, seconded by Commissioner Massey, and by unanimous vote of the Board present, it was agreed to direct the County Attorney to review the draft Travel and Expense Policy for possible adoption at the next meeting.

Clerk Johnson reported they are getting ready to set up budget workshops possibly the last week of July. She explained Mrs. Griffith will come up with some dates based on room availability and then call the Commissioners and make sure the dates are okay. She reported the Board can formally approve the dates at the next meeting. Clerk Johnson asked the Board to think about whether it is feasible to have the non-governmental organizations (NGO's) participate in the workshops or leave their budgets where they are until the budget figures are in place. She explained they may not want those individuals to show up when they are trying to limit the number of people to allow for social distancing. Commissioner Jones stated the way the process works if they conditionally approve the budget it can go down but cannot go up so that is a good idea. Chairman Lockley agreed they do not need to be here because it is going to be a bad year and there might be cuts. Clerk Johnson reported they will not know until they get all the figures together. Commissioner Boldt stated he appreciates the Clerk taking proactive action on the credit card reconciliation and being forthcoming to add more quality on how they budget. Mr. Pierce pointed out the county is a larger entity than the City of Apalachicola and the county has 4 credit cards and the City of Apalachicola had 19. He said the more restrictions you have the better it is for everyone because the credit cards can get out of control. Clerk Johnson complimented Mrs. Linda Phillips, Finance Director, and Mrs. Griffith for being watchdogs when it comes to paying bills. She stated the county needs that and it is a protection for the Board that they ask questions and request backup materials. Mrs. Griffith said it is not always popular but it is necessary. She stated someone may be irritated for several hours but in hindsight things do not normally spiral into a big issue so long as documentation is kept along the way.

RESTORE Coordinator – Alan Pierce – Report

Mr. Pierce read the following report:

V. Restore Coordinator BOCC Report

Action Item

1. Board action to ratify Chairman's signature on an FAA grant for \$30K to assist the county in maintaining the airport. These funds came from the federal CARES Act designated for airports. The FAA had been looking for the grant so I asked the Chairman to sign it as soon as Mr. Shuler had reviewed it.

On motion by Commissioner Parrish, seconded by Commissioner Jones, and by unanimous vote of the Board present, it was agreed to ratify the Chairman's signature on an FAA grant for \$30,000 to assist the county with maintaining the airport. Mr. Pierce said they are applying for \$30,000 to



reimburse the county for \$40,000 spent on insurance on the buildings at the airport. He stated the money will go into the Airport Fund.

Information Item

2. Inform the Board that TRIUMPH staff has requested some changes to the FDOT project list I had submitted as match for the \$1M TRIUMPH grant to the airport. Mr. John Collins, AVCON, is assisting me. TRIUMPH staff believes it will be the August TRIUMPH meeting before the TRIUMPH Board approves the “term sheet” for our project.

Mr. Pierce said Triumph staff has called and asked that he be on the meeting call on Thursday, June 18th, in case they have any questions.

3. Inform Board that former County Commissioner Cheryl Sanders has inquired about the 17K acre state land acquisition recently approved by the Governor and cabinet. She had read where part of the acquisition is being funded by \$3M from the military. Her concern is that the military is purchasing “rights” to use the property in ways that would interfere with the traditional uses of the land. I called FDEP and they said the military provided funds to insure that the property would not be developed with lights or buildings that would interfere with flying over the property. The military has not been granted or promised any “landing zone” rights. The Board may not be aware but Eglin Air Force Base uses Franklin and Gulf counties coastline as a flyway for jets returning from maneuvers over the Gulf. High rise developments along most of the shoreline between Bay County and Escambia County prevent the military from having direct access to the Gulf, so on some maneuvers returning jets fly over the green space of Gulf and Franklin counties and then turn west along the I-10 corridor for the return flight to Eglin. Apparently Eglin is providing funds to protect their flyway back to Eglin.

Mr. Pierce stated they may not realize how much the military is using the air space and hopefully it will benefit the airport with more assistance. Chairman Lockley said he has a problem with the state getting all this land. He questioned what percentage of land is owned by the state and federal government. Mr. Pierce answered 90%. Chairman Lockley stated the county is not getting any money out of this property and the state should be able to pay something. Mr. Pierce reported they will provide payment in lieu of taxes if that is funded but that money goes to the school system. He stated all the county will get is timber sales. Chairman Lockley said the county does not get anything and the school gets almost nothing so they should challenge them buying the land. Mr. Pierce stated they negotiated this purchase without telling the county because they knew there would be resistance. Chairman Lockley suggested the Board pass a motion to write the state and tell them they do not want this. Commissioner Parrish stated it is already a done deal. Attorney Shuler agreed it is already done.

Commissioner Jones questioned if the design and the plans the Board approved for using RESTORE funds for the stormwater district on St. George Island has already been done and they are waiting on Treasury. Mr. Pierce responded they are waiting for Treasury to approve the county going out to advertise to hire someone to do the planning. He stated Treasury is addressing the COVID-19 issue so they are slow to respond to other items. He said this should have been done in April and they are waiting to hear from them. Commissioner Jones clarified the delay is not on the county. Mr. Pierce said that is correct. Chairman Lockley said right now they are voting on a tax for the school and the state is buying land and should provide a guarantee to the school. Mr. Pierce agreed this changes the perspective and collection of development lands dramatically in the county. He reported they now

have development along the coastline which is the area they try to encourage people to move away from. He reported the only big chunk of land left is west of Apalachicola and the Mormon Church owns that land. Mr. Pierce said if that property gets acquired for a St. Vincent Sound Corridor then the county will be squeezed. Commissioner Boldt suggested a letter that says in exchange for all the land the state is taking over would they consider some boat ramp and access to Alligator Harbor and some other issues that will help with infrastructure. Mr. Pierce stated he has already made these comments on the telephone and by email to the staff that was handling the negotiation. He said the Board may have more influence. He explained the most important part is the state created this problem with the boat access and they can solve it but do not seem interested in solving it. Mr. Pierce reported they may have the same problem in the 4 Mile area because he does not know where the aquaculture people will come in. He said if they try to use one of the street ends at 9 Mile someone is already trying to close it off. Mr. Pierce stated access is an issue and the state needs to be attending to it when they issue these aquaculture leases. Chairman Lockley said they are going to tie up the landing and the workers will not be able to use it. Commissioner Boldt suggested they plan some meetings like they did with Representative Jason Shoaf and talk to them about their concerns with infrastructure. Mr. Pierce reported Representative Shoaf may be the person to ask for assistance. He stated Representative Shoaf expressed concern about the affects this acquisition would have on affordable housing. Mr. Pierce recommended county staff contact Representative Shoaf and say they are concerned about the long term impacts and ask him to help the county get some benefits out of this purchase. Chairman Lockley reported they need to address some affordable housing. He said they are taking all the land and he questioned what they are going to do with it. Mr. Pierce reported the management will be split between Tate's Hell State Forest and Bald Point State Park. Commissioner Parrish stated it will be used for bear habitat. Mr. Pierce explained they said after they improve Bald Point State Park it will help the county with tourism. He reported this will only be true if the Legislature funds millions of dollars of improvements. He said the State of Florida does not usually fund state parks at this level. Mr. Pierce reported he sees this land not being developed and not impacting the tourist economy.

County Coordinator – Michael Morón – Report

Mr. Moron praised Mr. Walker and Mr. Lewis for their work and having their own COVID-19 testing site. He said bigger counties do not even have this convenience. He stated the AED's are good too. Mr. Moron presented his report, as follows:

W. County Coordinator's BOCC Report:

Action Items

1. Local State of Emergency: Chairman Lockley has signed the COVID-19 Local State of Emergency (LSE) Declarations for the weeks starting June 8th & 15th.
Request: Board action to ratify the Chairman's signature on the COVID-19 LSE Declarations.

On motion by Commissioner Parrish, seconded by Commissioner Massey, and by unanimous vote of the Board present, it was agreed to ratify the Chairman's signature on the COVID-19 LSE declarations for June 8th and June 15th.

2. This item was handled during the Emergency Management Report.

3. FDOT Contracts: Mr. Mark Curenton received the following three contracts from FDOT for Board approval:
 - a. A supplemental agreement to reduce the funds for the CR 67 sidewalk project based on the low bid that was received. This agreement reduces the construction funds from \$442,849 to \$299,050. This is still sufficient to cover the low bid by M of Tallahassee. Need Board approval of the supplemental agreement and the resolution authorizing the Chairman to sign the supplemental agreement.
 - b. An agreement to fund the widening and resurfacing of Highway 67 from Highway 98 to Crooked River Bridge. The cost is \$4,109,841, which will be paid for by the Small County Outreach Program (SCOP) grant. Need Board approval of the agreement and the resolution authorizing the Chairman to sign the agreement.
 - c. FDOT has provided an agreement to fund the widening and resurfacing of County Road 30A from the Gulf County line to 13-Mile Road. The cost is \$1,376,018, which will be paid for by the Small County Road Assistance Program (SCRAP) grant. Need Board approval of the agreement and the resolution authorizing the Chairman to sign the agreement.

Request: Board action to approve the three FDOT contracts.

On motion by Commissioner Parrish, seconded by Commissioner Jones, and by unanimous vote of the Board present, it was agreed to approve the three DOT contracts.

4. Coronavirus Funding Application: The Clerk's Finance Office is requesting Board action to authorize the chairman to sign the 2020 Coronavirus Emergency Supplemental Funding Application and lobbying certification for the Franklin County Sheriff's Department. The Board of County Commission is the applicant, the Sheriff is the implementing agency. The amount of the request is for \$50,000 and was for Coronavirus related preparation and response efforts. The costs cannot be for anything that has been requested for reimbursement through FEMA during the emergency order. The Sheriff's Department is asking that the funds be spent on equipment for enhanced remote communications when officers are on patrol. The requested 24 Toughbook laptops and 10 mobile printers will be more durable and have a more reliable connection for deputies in the field.

A link to additional information in regards to this program can be found at:

<http://www.fdle.state.fl.us/Grants/Documents/Funding-Opportunities/FY2020-CESF.aspx>

Request: Board action to authorize the Chairman's signature on the 2020 Coronavirus Emergency Supplement.

On motion by Commissioner Boldt, seconded by Commissioner Jones, and by unanimous vote of the Board present, it was agreed to authorize the Chairman's signature on the 2020 Coronavirus Emergency Supplement Funding Application.

5. Library Director: As authorized at the last meeting, I posted an "in-house" advertisement for the vacant Library Director position. I received one application/resume which was from Mrs. Whitney Roundtree, the current Library Assistant Supervisor. I interviewed Mrs. Roundtree yesterday and recommend her for the Library Director position at a salary of \$36,000 per year. I have received letters of support for Mrs. Roundtree from the Friends of the Library, volunteers and co-workers.

Request: Board action to accept my recommendation and appoint Mrs. Whitney Roundtree as your Library Director at a salary of \$36,000 per year.

On motion by Commissioner Parrish, seconded by Commissioner Jones, and by unanimous vote of the Board present, it was agreed to accept Mr. Moron's recommendation and appoint Mrs. Whitney Roundtree as the Library Director at a salary of \$36,000 per year.

6. Apalachicola Communication Repeater: I have been informed by the City of Apalachicola that the communication repeater used by the Apalachicola Fire Department was damaged during Hurricane Michael and is now inoperable and requires repairs by service technician. This repeater is part of the volunteer fire department communication system. I received a quote (attached to agenda packet) for \$1062.33 from Williams Communication for the repairs to the repeater.

Request: Board action to authorize payment for the repairs to the fire communication repeater in Apalachicola.

Commissioner Jones made a motion to authorize payment for the repairs to the fire communications repeater in Apalachicola. Commissioner Parrish seconded the motion. Mr. Pierce stated the repeater is also used by EMS. Mr. Moron explained the Board agreed the volunteer fire departments would get a maintenance contract for the handheld radios and the county would pay for the repeaters throughout the county. **Motion carried; 5-0.**

7. Waiver of Bid Procedure for Paving: Previously, the Board authorized Commissioners to use paving funds to repave roads in their districts and Commissioners Lockley and Jones have submitted a list of roads for repaving. Since Roberts and Roberts is currently in the County paving the new access road at the airport, and it would save the County having to pay any mobilization cost, I asked them to submit a proposal to repave these roads. Based on their proposals, the total cost to repave the roads is \$207,360.00. Since this total is above the County's bid policy maximum amount, would the Board consider waiving the bid procedure which would save the County having to add mobilization cost to these proposals. Since local gas option tax funds are being used, there are no State or Federal requirements to bid these small projects.

Request: Board action to waive the County's bid policy and authorize Roberts and Roberts to repave the roads on the list for a maximum amount of \$207,360.00.

Commissioner Parrish made a motion to waive the county's bid policy and authorize Roberts & Roberts to repave the roads on the list for a maximum amount of \$207,360.00. Commissioner Jones seconded the motion. Commissioner Parrish explained he suggested this because the paving company is already here doing a project at the airport and it will save the mobilization fee. Mr. Pierce said the mobilization fee is usually 10% of the bid so it is a large cost. Commissioner Parrish reported if the company had not already been here in the county, he would have followed the normal bid policy. He stated they will save approximately \$40,000 since the company is already in the county. **Motion carried; 5-0.**

8. Health Transportation Plan: The Big Bend Community Based Care has sent the County's updated Designated Receiving System and Behavioral Health Transportation Plan. The first plan was signed in 2017 and expires this year. A copy of the proposed plan along with the attestation is included in the agenda packet. Attorney Shuler has not had the opportunity to review the updated plan.

Request: Board action to approve the new plan and authorize the Chairman's signature on the required attestation after the County Attorney's review.

On motion by Commissioner Jones, seconded by Commissioner Massey, and by unanimous vote of the Board present, it was agreed to approve the new plan and authorize the Chairman's signature on the required attestation contingent upon Attorney Shuler's review.

9. Beach Access and Parking Workshop: At your last meeting there was an extensive discussion with the Sheriff regarding the possible closing of certain beach access points in Alligator Point, parking issues at County beach locations, and alternative funding (private, civic organizations, grants, and surtax) to assist the county with creating additional parking and better traffic control at all county beach locations. If all schedules allow, I recommend having the Workshop on Tuesday, July 7th at 1:30 pm. Since this is a Workshop and not a Public Hearing, there will be no additional testimony from the public, besides the Public Comment agenda section. Currently only Sheriff Smith, Attorney Shuler, and myself are scheduled to address the Board, so if there is anyone else you would like on the agenda to address the Board let me know. The Workshop will be live-streamed.

Request: Board action to authorize the Workshop on Tuesday, July 7th at 1:30 p.m. (ET).

Mr. Moron said he will add a separate item for the TDC so they can explain what they would like to do with the extra 1%. The Board agreed that would be okay. Commissioner Boldt stated the Clerk needs to be at the meeting for guidance. **On motion by Commissioner Jones, seconded by Commissioner Massey, and by unanimous vote of the Board present, it was agreed to add this item and authorize the Workshop on Tuesday, July 7, 2020 at 1:30 p.m.**

10. Lanark Review Committee: The Lanark Review Committee reviews permit requests within the S-4 Lanark Village Zoning area as stated in the Ordinance. Currently there is a vacant seat on this two-member committee. Ms. Pat Funderburk has expressed interest in serving on the committee. Mr. Tony Johnson is the other committee member.

Request: Board action to appoint Ms. Funderburk to the Lanark Review Committee.

On motion by Commissioner Boldt, seconded by Commissioner Massey, and by unanimous vote of the Board present, it was agreed to appoint Ms. Funderburk to the Lanark Review Committee.

Information Items

11. Broadband Initiative: Inform the Board that I took part in a call with Representative Lorraine Ausley on a broadband initiative. The group discussed how the lack of available and affordable broadband affected their communities, especially rural counties. Economic development and opportunities, working and learning from home especially during COVID-19 were some of the major reasons reviewed during the call. I explained that the lack of available and affordable broadband is attributing to Franklin County's low census count. This was a subject that wasn't considered or discussed prior to the call.

The goal of the meeting was to convince Governor DeSantis to sign into law the Broadband Bill, sponsored by Representatives Drake and Ausley, which would move oversight from DMS to DEO. It also included a funding allotment to further the development of broadband infrastructure within a multi-use corridor. On Tuesday June 9th, Governor DeSantis signed the bill. This is considered a benefit for our internet underserved rural areas.

12. Ethics Class: I will reach out to Attorney Daniel Cox about prospective dates for your required ethics classes. Hopefully we will be able to confirm a date at the next meeting.

Mr. Moron said they can have the class in this meeting room.

Mr. Moron reported Mr. Davis sent a message that staff is finding a lot of holes and trenches on the beach. He stated they need to contact Mr. Solomon and do a public service announcement (PSA) because this is dangerous as people can fall in the holes. Attorney Shuler said he believes this issue is covered in the Leave No Trace Ordinance. Commissioner Jones explained there is also an increase in people wanting to create fires on the beach. He said he received a report from someone that there were over 20 fires at one time. Attorney Shuler reported the county has already had one lawsuit about this matter. Commissioner Jones stated these are some of the issues that were addressed by the TDC Board and were one of the informational items. He explained not only are they addressing re-doing the signage but it also needs to reflect these things.

Mr. Moron presented a draft of the one page advertisement for the 2020 Census. He said the Commissioners should contact Mrs. Bankston if they have any problems with the advertisement.

Mr. Moron stated the FAC meeting about the CARES Act will be tomorrow at 10:00 a.m. Commissioner Parrish asked if county staff will attend this meeting. Mr. Moron agreed he would be on the call. Commissioner Jones stated he will also be on the call as the county representative.

County Attorney – Michael Shuler – Report

Attorney Shuler stated he does not have a report today. He offered to answer any questions the Board may have.

Commissioners' Comments

Chairman Lockley reported in reference to his discussion with Mrs. Daniels about the Emergency Management position she did not do this but Mrs. Brownell allowed it. He said when there is a change in the process it should come through the County Commission. Commissioner Parrish left the room. Chairman Lockley stated they cannot change the process and start interviewing without the County Commission. He said they cannot just change things and put it on the application. Chairman Lockley explained it is the same thing that happened with the library when they found out a master's degree was not required. He reported this is an entry level job and a test is not required. He said this is not right and he wants to talk with Mrs. Brownell about it. Commissioner Parrish returned to the meeting. Mr. Moron stated he and the Chairman received complaints about the interview process and some of the questions that were asked. He reported there were some things he was uncomfortable with so he asked them to contact the labor attorneys. Mr. Moron explained there was a veteran involved also and they are supposed to receive preference. He reported this person has called back to meet with Mrs. Brownell but he is not sure what it is about. Mr. Moron stated there was a test involved that none of the other departments use. He reported the process was different and they received some complaints about the interview process. Chairman Lockley said any changes are supposed to go through Mr. Moron's office and be presented to the Board. He reported this cannot be changed just because they want a change.

Commissioner Boldt said in relation to his district Mr. Moron will put together a conference meeting to address some of the code violations. He stated that meeting will be scheduled with county staff and the Building Official to develop a strategy to address the residential code violations.

B.

Commissioner Boldt reported Mr. Hugh Hartsfield has assumed leadership of the Alligator Point/St. Teresa Volunteer Fire Department and they are continuing to move in a good quality direction.

Commissioner Boldt stated he is coordinating concentrated input to the County Commission through the leadership entities in his district. He reported APTA is working with an internal committee to develop policies and procedures to present to the County Commission. He said he is also beginning that at Lanark Village so they have single focused direction of recommendations to the County Commission.

Mr. Pierce informed the Board he will not be at the meetings on a regular basis for a little while. He explained he will have an I-pad and a telephone but will not be here in person.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 12:10 p.m.

Noah Lockley - Chairman

Attest:

Marcia M. Johnson - Clerk of Courts

Motor Vehicles (25100000-19-1)
Price Quote Form (PQF)
(STATE AGENCIES MUST ALSO SUBMIT MP6301)
AWARDED CONTRACTOR INFORMATION

Vendor Name:	COGGIN FORD				
Street Address:	9650 ATLANTIC AVE				
City, State, Zip:	JACKSONVILLE FL 32225				
Contact Person:	ERIC JORE	Title:	GOVERNMENT SALES		
Original Quote Date:	6/4/20	Revised Quote Date:		Est. Delivery:	90-120 DAYS
Phone #'s:	Primary:	407-234-5116	Secondary:		
Email Address:	EJORE@COGGINAUTO.COM				
Fax #:					
Vendor Purchase Order No.					

REQUESTING CUSTOMER INFORMATION

Agency/Organization Name:	FRANKLIN CO ROAD DEPT				
Contact Person:		Title:			
Phone #'s:					
Email Address:					
Fax #:					

SECONDARY CUSTOMER CONTACT (OPTIONAL)

Contact Person:		Title:			
Phone #'s:					
Email Address:					
Fax #:					

THE INFORMATION IN THIS SECTION MUST MATCH THE AWARDED CONTRACTOR'S PRICE SHEET

UNSPSC* Commodity Code	Vehicle Group	Line No.	Sub-Group		
25101507	PICK UP UNDER 8500	4			
Representative Model Description			Base Vehicle Price	OEM Options Discount %	
2020 FORD F150 4WD SUPER CREW 145"WB 5.5 BED XL			\$26,395.00		
Manufacturer's OEM Option Code(s)	Description	MSRP ###.##	OEM Options Discount %	Total Discount Dollars	Option Total Cost with Applied Discount
995	5.0 V-8 ENGINE			\$ -	\$ -
	10 SPEED AUTO TRANS			\$ -	\$ -
	A/C			\$ -	\$ -
	AM FM RADIO			\$ -	\$ -
85A	POWER WINDOWS AND LOCKS / KEYLESS	\$ 1,170.00		\$ -	\$ 1,170.00
96W	SPRAY BED LINER	\$ 595.00		\$ -	\$ 595.00
53A	TRAILER TOW PKG	\$ 595.00		\$ -	\$ 595.00
52P	SYNC BLUE TOOTH	\$ 645.00		\$ -	\$ 645.00
50S	CRUSIE CONTROL REQUIRED FOR BLUE TOOTH	\$ 225.00		\$ -	\$ 225.00
18B	RUNNING BOARDS	\$ 250.00		\$ -	\$ 250.00
				\$ -	\$ -
				\$ -	\$ -
DEALER	CORNER LED'S	\$ 695.00		\$ -	\$ 695.00
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
	DELIVERY LATE JULY EARLY AUGUST			\$ -	\$ -
	ONLY A FEW LEFT			\$ -	\$ -
	SUBJECT TO PRIOR SALE			\$ -	\$ -
				\$ -	\$ -
	NEW ORDERS NO LONGER AVAILABLE FOR 2020			\$ -	\$ -
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				\$ -	\$ -
OEM OPTIONS TOTAL COST:				\$ -	\$ 4,175.00

E.

Identified Aftermarket Option Code(s)	Description	MSRP ###.##	MSRP Discount %	Total Discount Dollars	Option Total Cost with Applied Discount
				\$ -	\$ -
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IDENTIFIED AFTERMARKET OPTIONS TOTAL COST:				\$ -	\$ -
Non-Identified Aftermarket Option Code(s)	Description	MSRP ###.##	MSRP Discount %	Total Discount Dollars	Option Total Cost with Applied Discount
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NON-IDENTIFIED AFTERMARKET OPTIONS TOTAL COST:				\$ -	\$ -
GRAND TOTAL PER REPRESENTATIVE MODEL:					\$ 30,570.00
Additional Savings Off Contract Price Per Vehicle (Please provide detailed information in Vendor Comments below.)					\$ -
Total Vehicles Quoted (with the same OEM, Identified Aftermarket, and Non-Identified Aftermarket Options above):					1
PURCHASE ORDER GRAND TOTAL:					\$ 30,570.00
Vendor Comments:					
Customer Comments:					

*UNSPSC = United Nations Standard Products and Services Commodity Code

July 7, 2020
 Franklin County Road E. Department
 Detail of Work Performed and Material Hauled by District
 Detail from 6/11/2020 - 7/2/2020

District 1

Work Performed:

<u>Work Performed:</u>	<u>Date</u>	<u>Road</u>
Graded Road(s)	6/11/2020	W Pine Avenue
Box drag	6/11/2020	E 10th Street
Box drag	6/11/2020	E 11th Street
Box drag	6/11/2020	Baine Street
Box drag	6/11/2020	E Bay Shore Drive
Box drag	6/11/2020	Bell Street
Box drag	6/11/2020	E 9th Street
Graded Road(s)	6/11/2020	E Pine Avenue
Graded Road(s)	6/11/2020	Randolph Street
Graded Road(s)	6/11/2020	W Bay Shore Drive
Graded Road(s)	6/11/2020	Howell Street
Graded Road(s)	6/11/2020	Land Street
Graded Road(s)	6/11/2020	Buck Street, St. George Island
Graded Road(s)	6/11/2020	Gibson Street
Graded Road(s)	6/11/2020	W Sawyer Street
Box drag	6/11/2020	Brinkley Street
Box drag	6/11/2020	Bledsoe Street
Graded Road(s)	6/11/2020	E Sawyer Street
Travel	6/11/2020	Stock Pile, W 3rd Street
Box drag	6/11/2020	Wing Street
Box drag	6/11/2020	E 8th Street
Box drag	6/11/2020	Quinn Street
Box drag	6/11/2020	W 12th Street
Box drag	6/11/2020	Patton Street
Box drag	6/11/2020	Bruce Street
Box drag	6/11/2020	E 1st Street
Box drag	6/11/2020	E 2nd Street
Box drag	6/11/2020	Gunn Street
Box drag	6/11/2020	E 4th Street
Box drag	6/11/2020	E 6th Street
Box drag	6/11/2020	E 7th Street
Box drag	6/11/2020	McCloud Street
Cut grass along shoulders of road on county right of way	6/18/2020	Tallahassee Street
Cut grass along shoulders of road on county right of way	6/18/2020	Avenue A (District 1)
Cut grass along shoulders of road on county right of way	6/18/2020	3rd Street
Cut grass along shoulders of road on county right of way	6/18/2020	1st Street
Cut grass along shoulders of road on county right of way	6/18/2020	School Road
Cut grass along shoulders of road on county right of way	6/18/2020	Shuler Avenue
Cut grass along shoulders of road on county right of way	6/18/2020	State Street
Cut grass along shoulders of road on county right of way	6/18/2020	Bull Street
Cut grass along shoulders of road on county right of way	6/18/2020	Barber St
Cut grass along shoulders of road on county right of way	6/18/2020	Barber St
Weed Eat & Cut Grass around signs & Culverts	6/18/2020	Tallahassee Street
Cut grass along shoulders of road on county right of way	6/18/2020	Tallahassee Street

District 1**Work Performed:**

<u>Work Performed:</u>	<u>Date</u>	<u>Road</u>
Weed Eat & Cut Grass around signs & Culverts	6/17/2020	Tallahassee Street
Cut grass along shoulders of road on county right of way	6/18/2020	Bull Street
Cut grass along shoulders of road on county right of way	6/18/2020	State Street
Cut grass along shoulders of road on county right of way	6/18/2020	Shuler Avenue
Cut grass along shoulders of road on county right of way	6/18/2020	School Road
Cut grass along shoulders of road on county right of way	6/18/2020	1st Street
Cut grass along shoulders of road on county right of way	6/18/2020	Avenue A (District 1)
Weed Eat & Cut Grass around signs & Culverts	6/18/2020	Tallahassee Street
Weed Eat & Cut Grass around signs & Culverts	6/18/2020	Tallahassee Street
Litter Pickup	6/18/2020	2nd Street
Cut grass in ditches, Weed Eat & Cut Grass around signs & Culverts	6/18/2020	Tallahassee Street
Weed Eat & Cut Grass around signs & Culverts	6/18/2020	Tallahassee Street
Cut grass along shoulders of road on county right of way	6/18/2020	3rd Street
Cut grass in ditches	6/20/2020	1st Street
Cut grass in ditches	6/20/2020	Moore Street
Cut grass in ditches	6/20/2020	Varnes Street
VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup	6/22/2020	US HWY 98 (Eastpoint, Ricky Jones)
VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup	6/22/2020	US HWY 98 (Eastpoint, Ricky Jones)
VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup	6/22/2020	US HWY 98 (Eastpoint, Ricky Jones)
VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup	6/22/2020	US HWY 98 (Eastpoint, Ricky Jones)
VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup	6/22/2020	US HWY 98 (Eastpoint, Ricky Jones)
VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup	6/22/2020	US HWY 98 (Eastpoint, Ricky Jones)
VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup	6/22/2020	US HWY 98 (Eastpoint, Ricky Jones)
VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup	6/22/2020	US HWY 98 (Eastpoint, Ricky Jones)
Culvert installation	6/22/2020	Carroll Street
VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup	6/23/2020	US HWY 98 (Eastpoint, Ricky Jones)
Cut grass along shoulders of road on county right of way	6/23/2020	Gibson Street
Cut grass along shoulders of road on county right of way	6/23/2020	Randolph Street
Cut grass along shoulders of road on county right of way	6/23/2020	Buck Street, St. George Island
Cut grass along shoulders of road on county right of way	6/23/2020	Land Street
Cut grass along shoulders of road on county right of way	6/23/2020	Patton Street
Cut grass along shoulders of road on county right of way	6/23/2020	Howell Street
Cut grass along shoulders of road on county right of way	6/23/2020	Bruce Street
Cut grass along shoulders of road on county right of way	6/23/2020	Dunlap Road
Cut grass along shoulders of road on county right of way	6/23/2020	N Franklin Street
Cut grass along shoulders of road on county right of way	6/23/2020	E Gulf Beach Drive
VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup	6/23/2020	US HWY 98 (Eastpoint, Ricky Jones)
VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup	6/23/2020	US HWY 98 (Eastpoint, Ricky Jones)
Cut grass along shoulders of road on county right of way	6/23/2020	Adams Street
Cut grass along shoulders of road on county right of way	6/23/2020	E Bay Shore Drive
VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup	6/23/2020	US HWY 98 (Eastpoint, Ricky Jones)

District 1

Work Performed:

VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup

Cut grass along shoulders of road on county right of way

Cut grass along shoulders of road on county right of way

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Cut grass along shoulders of road on county right of way

Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts

Cut grass along shoulders of road on county right of way

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Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts

Cut grass along shoulders of road on county right of way

Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts

Cut grass along shoulders of road on county right of way

Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts

Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts

Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts

Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts

Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts

Weed Eat & Cut Grass around signs & Culverts, Litter Pickup

Weed Eat & Cut Grass around signs & Culverts, Litter Pickup

Cut grass along shoulders of road on county right of way

Weed Eat & Cut Grass around signs & Culverts, Litter Pickup

Weed Eat & Cut Grass around signs & Culverts, Litter Pickup

Date

E.

6/23/2020

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6/24/2020

Road

US HWY 98 (Eastpoint, Ricky Jones)

Wing Street

Quinn Street

Bledsoe Street

McCloud Street

Gander Street

W Bay Shore Drive

Palmer Street

E 10th Street

W 2nd Street

Baine Street

E 9th Street

E 8th Street

E 7th Street

E 6th Street

E 5th Street

E 4th Street

E 3rd Street

E Pine Avenue

Bell Street

Varnes Street

W 9th Street

Porter Street

E Sawyer Street

Nedley Street

Bradford Street

Brown Street

W 12th Street

W 11th Street

Patton Drive

Akel Street

Moore Street

W Bay Shore Drive

South Franklin Street

Avenue D

Hatfield Street

Creamer Street

South Bay Shore Drive

South Bay Shore Drive

South Bay Shore Drive

South Bay Shore Drive

South Bay Shore Drive

South Bay Shore Drive

South Bay Shore Drive

South Bay Shore Drive

South Bay Shore Drive

South Bay Shore Drive

District 1

Work Performed:

Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts

Date **E.**

Road

6/24/2020

David Street

Cut grass along shoulders of road on county right of way

6/24/2020

Varnes Street

Cut grass along shoulders of road on county right of way

6/24/2020

Patton Drive

Cut grass along shoulders of road on county right of way

6/24/2020

South Franklin Street

Weed Eat & Cut Grass around signs & Culverts, Litter Pickup

6/24/2020

South Bay Shore Drive

Weed Eat & Cut Grass around signs & Culverts, Litter Pickup

6/24/2020

Patton Drive

Cut grass in ditches, Weed Eat & Cut Grass around signs & Culverts, Litter Pickup

6/24/2020

South Bay Shore Drive

Cut grass in ditches, Weed Eat & Cut Grass around signs & Culverts, Litter Pickup

6/24/2020

Patton Drive

Cut grass in ditches, Weed Eat & Cut Grass around signs & Culverts, Litter Pickup

6/24/2020

South Franklin Street

Cut grass along shoulders of road on county right of way

6/24/2020

South Bay Shore Drive

Cut grass along shoulders of road on county right of way

6/24/2020

Patton Drive

Cut grass along shoulders of road on county right of way

6/24/2020

W 10th Street

Cut grass along shoulders of road on county right of way

6/24/2020

Moore Street

Cut grass along shoulders of road on county right of way

6/24/2020

Marks Street

Cut grass along shoulders of road on county right of way

6/24/2020

W Pine Avenue

Cut grass along shoulders of road on county right of way

6/24/2020

W 8th Street

Cut grass along shoulders of road on county right of way

6/24/2020

David Street

Cut grass along shoulders of road on county right of way

6/24/2020

W 7th Street

Cut grass along shoulders of road on county right of way

6/24/2020

South Franklin Street

Cut grass along shoulders of road on county right of way

6/24/2020

W 6th Street

Cut grass along shoulders of road on county right of way

6/24/2020

W 5th Street

Cut grass along shoulders of road on county right of way

6/24/2020

W 4th Street

Cut grass along shoulders of road on county right of way

6/24/2020

Creamer Street

Cut grass along shoulders of road on county right of way

6/24/2020

Hatfield Street

Cut grass along shoulders of road on county right of way

6/24/2020

Avenue D

Cut grass along shoulders of road on county right of way

6/25/2020

Avenue A (District 1)

Sign Maintenance

6/25/2020

E 3rd Street

Cut grass along shoulders of road on county right of way, Litter Pickup

6/25/2020

Twin Lakes Road

Sign Maintenance

6/25/2020

E 3rd Street

Cut grass along shoulders of road on county right of way

6/25/2020

Twin Lakes Road

Cut grass along shoulders of road on county right of way, Litter Pickup

6/25/2020

Avenue A (District 1)

Cut grass along shoulders of road on county right of way

6/25/2020

W Gulf Beach Drive

Pot hole Repair (Fill)

6/29/2020

W 8th Street

Shoulder Work

6/29/2020

W 10th Street

Shoulder Work

6/29/2020

W 9th Street

Shoulder Work

6/29/2020

W 8th Street

Shoulder Work

6/29/2020

W 5th Street

Pot hole Repair (Fill)

6/29/2020

W 5th Street

Pot hole Repair (Fill)

6/29/2020

W 8th Street

Shoulder Work, Driveway repair

6/29/2020

W 10th Street

Shoulder Work

6/29/2020

W 11th Street

Pot hole Repair (Fill)

6/29/2020

W 5th Street

Pot hole Repair (Fill)

6/29/2020

W 9th Street

Pot hole Repair (Fill)

6/29/2020

W 9th Street

Pot hole Repair (Fill)

6/29/2020

W 10th Street

District 1**Work Performed:**

<u>Work Performed:</u>	<u>Date</u>	<u>Road</u>
Pot hole Repair (Fill)	6/29/2020	W 11th Street
Cut grass along shoulders of road on county right of way, Bike Path (Edged, cut grass off of concrete)	6/29/2020	Bike Path (St. George Island)
Cut grass along shoulders of road on county right of way, Bike Path (Edged, cut grass off of concrete)	6/29/2020	W Gulf Beach Drive
Pot hole Repair (Fill)	6/29/2020	W 5th Street
Pot hole Repair (Fill)	6/29/2020	W 8th Street
Pot hole Repair (Fill)	6/29/2020	W 9th Street
Pot hole Repair (Fill)	6/29/2020	W 11th Street
Pot hole Repair (Fill)	6/29/2020	W 10th Street
Pot hole Repair (Fill)	6/29/2020	W 11th Street
Shoulder Work, Driveway repair	6/29/2020	W 9th Street
Shoulder Work, Driveway repair	6/29/2020	W 8th Street
Shoulder Work, Driveway repair	6/29/2020	W 5th Street
Shoulder Work, Driveway repair	6/29/2020	W 11th Street
Cut grass along shoulders of road on county right of way, Litter Pickup	6/30/2020	W Bay Shore Drive
Cut grass along shoulders of road on county right of way, Litter Pickup	6/30/2020	W 3rd Street
Cut grass along shoulders of road on county right of way, Litter Pickup	6/30/2020	E 3rd Street
Cut grass along shoulders of road on county right of way, Litter Pickup	6/30/2020	W Gorrie Drive
Cut grass along shoulders of road on county right of way, Litter Pickup	6/30/2020	W Pine Avenue
Cut grass along shoulders of road on county right of way, Litter Pickup	6/30/2020	E Pine Avenue
Cut grass along shoulders of road on county right of way, Litter Pickup	6/30/2020	E Gulf Beach Drive
Cut grass along shoulders of road on county right of way, Litter Pickup	6/30/2020	Bike Path (St. George Island)
Cut grass along shoulders of road on county right of way, Litter Pickup	6/30/2020	E 2nd Street
Cut grass along shoulders of road on county right of way, Litter Pickup	6/30/2020	W 1st Street
Cut grass along shoulders of road on county right of way, Litter Pickup	6/30/2020	W 2nd Street
Cut grass along shoulders of road on county right of way, Litter Pickup	6/30/2020	E 1st Street
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	E 3rd Street
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	W Bay Shore Drive
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	W Chili BLVD
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	E 3rd Street
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	E Pine Avenue
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	W 3rd Street
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	E Gorrie Drive
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	E Gulf Beach Drive
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	E Gulf Beach Drive
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	E 2nd Street
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	W Gorrie Drive
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	E Pine Avenue
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	E Gorrie Drive
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	W Gorrie Drive
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	W Chili BLVD

District 1

Work Performed:

<u>Work Performed:</u>	<u>Date</u>	<u>Road</u>
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	E 3rd Street
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	E 2nd Street
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	E 1st Street
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	E 1st Street
Cut grass along shoulders of road on county right of way	7/1/2020	Rose Drive
Cut grass along shoulders of road on county right of way	7/1/2020	Franklin Blvd (State Road)
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	E Gorrie Drive
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	W 2nd Street
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	W 1st Street
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	E Pine Avenue
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	E Gulf Beach Drive
Cut grass along shoulders of road on county right of way	7/1/2020	Rose Drive
Cut grass along shoulders of road on county right of way	7/1/2020	Bay Street
Cut grass along shoulders of road on county right of way	7/1/2020	Franklin Blvd (State Road)
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	W 1st Street
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	W Gulf Beach Drive
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	E 2nd Street
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	W Chili BLVD
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	W 3rd Street
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	W 2nd Street
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	W 1st Street
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	W Gulf Beach Drive
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	W Gulf Beach Drive
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	W 2nd Street
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	W 3rd Street
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	E 1st Street
Weed Eat & Cut Grass around signs & Culverts	7/1/2020	W Gorrie Drive
Cut grass along shoulders of road on county right of way	7/1/2020	Bay Street
Weed Eat & Cut Grass around signs & Culverts	7/2/2020	Franklin Blvd (State Road)

0

Material HAUL From:

<u>Material HAUL From:</u>	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
Litter	6/18/2020	2nd Street	2	0
Litter	6/22/2020	US HWY 98 (Eastpoint, Ricky Jones)	3	0
Litter	6/24/2020	South Bay Shore Drive	1	0
Litter	6/24/2020	South Franklin Street	1	0
Litter	6/30/2020	E Gulf Beach Drive	0.20000003	0
Litter	6/30/2020	W Gorrie Drive	0.20000003	0
Litter	6/30/2020	W Pine Avenue	0.20000003	0
Litter	6/30/2020	E Pine Avenue	0.20000003	0
Litter	6/30/2020	W Bay Shore Drive	0.20000003	0
Litter	6/30/2020	E 3rd Street	0.20000003	0
Litter	6/30/2020	E 2nd Street	0.20000003	0
Litter	6/30/2020	E 1st Street	0.20000003	0
Litter	6/30/2020	W 3rd Street	0.20000003	0
Litter	6/30/2020	W 2nd Street	0.20000003	0
Litter	6/30/2020	Bike Path (St. George Island)	0.20000003	0
Litter	6/30/2020	W 1st Street	0.20000003	0

Litter

TOTAL

9.40000036 0

District 1**Material HAUL To:**

	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
Dirty 89 Lime Rock	6/27/2020	Carroll Street	18	0
Dirty 89 Lime Rock		TOTAL	18	0
Milled Asphalt	6/29/2020	W 11th Street	1	0
Milled Asphalt	6/29/2020	W 10th Street	1	0
Milled Asphalt	6/29/2020	W 9th Street	1	0
Milled Asphalt	6/29/2020	W 8th Street	1	0
Milled Asphalt	6/29/2020	W 5th Street	1	0
Milled Asphalt		TOTAL	5	0

District 2**Work Performed:**

	<u>Date</u>	<u>Road</u>
Sign Maintenance	6/11/2020	Indiana Street
Sign Maintenance	6/11/2020	Indiana Street
Sign Maintenance	6/11/2020	Indiana Street
Weed Eat & Cut Grass around signs & Culverts, Litter Pickup	6/15/2020	Apalachee Street
Weed Eat & Cut Grass around signs & Culverts, Litter Pickup	6/15/2020	Apalachee Street
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	6/15/2020	Apalachee Street
Litter Pickup	6/16/2020	Baywood Drive (City of Carrabelle)
Cut grass along shoulders of road on county right of way	6/16/2020	Maxine Road
Flagged	6/16/2020	Chip Morrison Road
Moved Wall Blocks	6/16/2020	Tom Roberts Road
Box drag	6/16/2020	I Avenue NE (City of Carrabelle)
Box drag	6/16/2020	9th Street E (City of Carrabelle)
Graded Road(s)	6/16/2020	Alligator Drive (Temporary Road)
Graded Road(s)	6/16/2020	Chip Morrison Road
Graded Road(s)	6/16/2020	Bay Front Drive
Graded Road(s)	6/16/2020	Harbor Circle
Graded Road(s)	6/16/2020	St Teresa Ave
Litter Pickup	6/16/2020	Maxine Road
Litter Pickup	6/16/2020	Baywood Drive (City of Carrabelle)
Litter Pickup	6/16/2020	West Drive
Litter Pickup	6/16/2020	Kendrick Road
Litter Pickup	6/16/2020	CR67
Litter Pickup	6/16/2020	Baywood Drive (City of Carrabelle)
Litter Pickup	6/16/2020	Maxine Road
Litter Pickup	6/16/2020	West Drive
Litter Pickup	6/16/2020	CR67
Litter Pickup	6/16/2020	CR67
Loaded Trucks	6/16/2020	Stock Pile, CR 370 - Alligator Drive - Alligator
Flagged	6/16/2020	Alligator Drive (Temporary Road)
Litter Pickup	6/16/2020	CR67
Litter Pickup	6/16/2020	CR67
Flagged	6/16/2020	Alligator Drive (Temporary Road)
Litter Pickup	6/16/2020	Maxine Road
Litter Pickup	6/16/2020	Kendrick Road
Litter Pickup	6/16/2020	West Drive
Flagged	6/16/2020	Alligator Drive (Temporary Road)
Cut grass along shoulders of road on county right of way	6/16/2020	Kendrick Road

District 2

Work Performed:

Cut grass along shoulders of road on county right of way
Cut grass along shoulders of road on county right of way
Cut grass along shoulders of road on county right of way
Cut grass along shoulders of road on county right of way
Cut grass along shoulders of road on county right of way
Cut grass along shoulders of road on county right of way
Cut grass along shoulders of road on county right of way
Cut grass along shoulders of road on county right of way
Litter Pickup
Weed Eat & Cut Grass around signs & Culverts
Cut grass along shoulders of road on county right of way
Cut grass along shoulders of road on county right of way
Cut grass along shoulders of road on county right of way
Cut grass along shoulders of road on county right of way
Cut grass along shoulders of road on county right of way
Cut grass along shoulders of road on county right of way
Cut grass along shoulders of road on county right of way
Cut grass along shoulders of road on county right of way
Weed Eat & Cut Grass around signs & Culverts
Cut grass along shoulders of road on county right of way
Cut grass along shoulders of road on county right of way
Weed Eat & Cut Grass around signs & Culverts
Weed Eat & Cut Grass around signs & Culverts
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Weed Eat & Cut Grass around signs & Culverts
Weed Eat & Cut Grass around signs & Culverts
Weed Eat & Cut Grass around signs & Culverts
Weed Eat & Cut Grass around signs & Culverts
Weed Eat & Cut Grass around signs & Culverts, Cut grass along shoulders of road on county right of way
Weed Eat & Cut Grass around signs & Culverts, Cut grass along shoulders of road on county right of way
Weed Eat & Cut Grass around signs & Culverts, Cut grass along shoulders of road on county right of way
Weed Eat & Cut Grass around signs & Culverts, Cut grass along shoulders of road on county right of way
Weed Eat & Cut Grass around signs & Culverts
Box drag
Weed Eat & Cut Grass around signs & Culverts
Cut grass along shoulders of road on county right of way
Cut grass along shoulders of road on county right of way
Cut grass along shoulders of road on county right of way
Cut grass along shoulders of road on county right of way
Cut grass along shoulders of road on county right of way

Date E.

Road

6/16/2020 CR67
6/16/2020 West Drive
6/16/2020 Baywood Drive (City of Carrabelle)
6/16/2020 Kendrick Road
6/16/2020 Maxine Road
6/16/2020 CR67
6/16/2020 West Drive
6/16/2020 Baywood Drive (City of Carrabelle)
6/16/2020 Kendrick Road
6/17/2020 CR67
6/17/2020 Oak Street (Louisiana Ave/Pinewood Ave)
6/17/2020 Putnal Street
6/17/2020 Hinton Street
6/17/2020 Apalachee Street
6/17/2020 Gulf Court
6/17/2020 Titi Street
6/17/2020 Florida Avenue (East)
6/17/2020 Franklin Street
6/17/2020 Kendrick Road
6/17/2020 Infeild Drive (Bluewayer Bay BLVD)
6/17/2020 Elder Street
6/17/2020 West Drive
6/17/2020 Maxine Road
6/17/2020 Kendrick Road
6/17/2020 CR67
6/17/2020 Kendrick Road
6/17/2020 Baywood Drive (City of Carrabelle)
6/17/2020 CR67
6/17/2020 Baywood Drive (City of Carrabelle)
6/17/2020 Elder Street
6/17/2020 Kendrick Road
6/17/2020 CR67
6/17/2020 Baywood Drive (City of Carrabelle)
6/17/2020 Kendrick Road
6/17/2020 CR67
6/17/2020 West Drive
6/17/2020 Maxine Road
6/17/2020 Kendrick Road
6/17/2020 CR67
6/17/2020 Jeff Sanders Road
6/17/2020 Maxine Road
6/17/2020 Infeild Drive (Bluewayer Bay BLVD)
6/17/2020 Oak Street (Louisiana Ave/Pinewood Ave)
6/17/2020 Putnal Street
6/17/2020 Hinton Street
6/17/2020 Apalachee Street

District 2

Work Performed:

Cut grass along shoulders of road on county right of way
 Cut grass along shoulders of road on county right of way
 Cut grass along shoulders of road on county right of way
 Cut grass along shoulders of road on county right of way
 Graded Road(s)
 Weed Eat & Cut Grass around signs & Culverts
 Sign Maintenance
 Culvert installation
 Flagged
 Checked county roads for safety of traveling for public
 Checked county roads for safety of traveling for public
 Checked county roads for safety of traveling for public
 Cut grass in ditches
 Box drag
 Sign Maintenance
 Sign Maintenance
 Sign Maintenance
 Sign Maintenance
 Driveway repair, Pot hole Repair (Fill)
 Cut grass along shoulders of road on county right of way
 Cut grass along shoulders of road on county right of way
 Cut grass along shoulders of road on county right of way
 Cut grass along shoulders of road on county right of way

Date
 E.

Road

Gulf Court
 Titi Street
 Florida Avenue (East)
 Franklin Street
 Jeff Sanders Road
 West Drive
 Bald Point Road
 Surf Drive
 Apalachee Street
 St Teresa Ave
 County Roads, Carrabelle, Bert B. Boldt II
 County Roads, Alligator Point
 Apalachee Street
 McIntyre Road
 Franklin Street
 Lake Morality Road
 Lake Morality Road
 Franklin Street
 Duvall Road
 West Drive
 Baywood Drive (City of Carrabelle)
 Kendrick Road
 CR67

0

Material HAUL From:

	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
Dirty 89 Lime Rock	6/16/2020	Stock Pile, CR 370 - Alligator Drive - Alligator	9	0
Dirty 89 Lime Rock	6/16/2020	Stock Pile, CR 370 - Alligator Drive - Alligator	18	0
Dirty 89 Lime Rock	6/16/2020	Stock Pile, CR 370 - Alligator Drive - Alligator	18	0
Dirty 89 Lime Rock	6/16/2020	Stock Pile, CR 370 - Alligator Drive - Alligator	9	0
Dirty 89 Lime Rock	6/16/2020	Stock Pile, CR 370 - Alligator Drive - Alligator	18	0
Dirty 89 Lime Rock	6/16/2020	Stock Pile, CR 370 - Alligator Drive - Alligator	90	0

Dirty 89 Lime Rock

TOTAL

162 0

Litter	6/16/2020	Kendrick Road	1	0
Litter	6/16/2020	Maxine Road	1	0
Litter	6/16/2020	Baywood Drive (City of Carrabelle)	1	0
Litter	6/16/2020	West Drive	1	0
Litter	6/16/2020	CR67	1	0

Litter

TOTAL

5 0

Material HAUL To:

	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
#57 rock	6/17/2020	Jeff Sanders Road	18	0

#57 rock

TOTAL

18 0

Black Dirt	6/22/2020	Surf Drive	18	0
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Black Dirt

TOTAL

18 0

Dirty 89 Lime Rock	6/15/2020	Hickory Hammock Road (Private)	18	0
Dirty 89 Lime Rock	6/16/2020	Cypress Street	9	0
Dirty 89 Lime Rock	6/16/2020	Alligator Drive (Temporary Road)	18	0

District 2**Material HAUL To:**

	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
Dirty 89 Lime Rock	6/16/2020	Harbor Circle	18	0
Dirty 89 Lime Rock	6/16/2020	Alligator Drive (Temporary Road)	90	0
Dirty 89 Lime Rock	6/16/2020	Bay Front Drive	9	0
Dirty 89 Lime Rock	6/16/2020	Chip Morrison Road	18	0
Dirty 89 Lime Rock	6/16/2020	St Teresa Ave	18	0
Dirty 89 Lime Rock	6/17/2020	Jeff Sanders Road	18	0
Dirty 89 Lime Rock	6/17/2020	Jeff Sanders Road	18	0
Dirty 89 Lime Rock	6/17/2020	Jeff Sanders Road	18	0
Dirty 89 Lime Rock	6/17/2020	Jeff Sanders Road	18	0
Dirty 89 Lime Rock	6/17/2020	Jeff Sanders Road	54	0
Dirty 89 Lime Rock	6/22/2020	Surf Drive	18	0

Dirty 89 Lime Rock**TOTAL****342****0****District 3****Work Performed:**

	<u>Date</u>	<u>Road</u>		
Sign Maintenance	6/18/2020	Apalachicola Health Dept		
Cut grass along shoulders of road on county right of way	6/18/2020	2nd St		
Cut grass along shoulders of road on county right of way	6/18/2020	2nd St		
Cut grass in ditches	6/20/2020	2nd St		
Shoulder Work	6/29/2020	12th Street (City of Apalachicola)		
Shoulder Work	6/29/2020	12th Street (City of Apalachicola)		
Flagged	6/29/2020	12th Street (City of Apalachicola)		
Shoulder Work	6/29/2020	12th Street (City of Apalachicola)		
Shoulder Work, Driveway repair	6/29/2020	12th Street (City of Apalachicola)		
Litter Pickup	7/2/2020	Coach Wagner Blvd (14th Street) (City of Apalachicola)		
Litter Pickup	7/2/2020	Avenue G (City of Apalachicola)		
Litter Pickup	7/2/2020	Avenue I (City of Apalachicola)		
Litter Pickup	7/2/2020	10th Street (City of Apalachicola)		
Litter Pickup	7/2/2020	9th Street (City of Apalachicola)		

0**Material HAUL To:**

	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
Black Dirt	6/24/2020	Weems Memorial Hospital	18	0

Black Dirt**TOTAL****18****0****Milled Asphalt**

	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
Milled Asphalt	6/29/2020	12th Street (City of Apalachicola)	4	0

Milled Asphalt**TOTAL****4****0****District 4****Work Performed:**

	<u>Date</u>	<u>Road</u>		
Weed Eat & Cut Grass around signs & Culverts	6/11/2020	Bluff Road		
Weed Eat & Cut Grass around signs & Culverts	6/11/2020	Bluff Road		
Cut grass along shoulders of road on county right of way	6/11/2020	Bluff Road		
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	6/11/2020	Gibson Road		
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	6/11/2020	Gibson Road		
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	6/11/2020	Bluff Road		
Weed Eat & Cut Grass around signs & Culverts, Cut grass along shoulders of road on county right of way	6/11/2020	Bluff Road		
Cut grass along shoulders of road on county right of way	6/11/2020	Waddell 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	6/11/2020	Pal Rivers Road
Cut grass along shoulders of road on county right of way	6/11/2020	Melanie Lane
Weed Eat & Cut Grass around signs & Culverts	6/11/2020	Bluff Road
Weed Eat & Cut Grass around signs & Culverts	6/11/2020	Bluff Road
Cut grass along shoulders of road on county right of way	6/15/2020	CR30A
Cut grass along shoulders of road on county right of way	6/15/2020	8 Mile
Cut grass along shoulders of road on county right of way	6/15/2020	10 Mile
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	6/15/2020	Teat Road
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	6/15/2020	Moses Road
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	6/15/2020	Tilton Road
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	6/15/2020	CR30A
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	6/15/2020	13 Mile
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	6/15/2020	Bayshore Drive
Weed Eat & Cut Grass around signs & Culverts, Litter Pickup	6/15/2020	Thomas Drive
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	6/15/2020	Chapman Road
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	6/15/2020	Air Port Road
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	6/15/2020	Marks Street
Weed Eat & Cut Grass around signs & Culverts	6/15/2020	Brownsville Road
Weed Eat & Cut Grass around signs & Culverts	6/15/2020	Pal Rivers Road
Weed Eat & Cut Grass around signs & Culverts	6/15/2020	26th Avenue
Weed Eat & Cut Grass around signs & Culverts	6/15/2020	Pal Rivers Road
Weed Eat & Cut Grass around signs & Culverts	6/15/2020	Roundabout between Pal Rivers Rd & Brown
Weed Eat & Cut Grass around signs & Culverts	6/15/2020	Brownsville Road
Weed Eat & Cut Grass around signs & Culverts	6/15/2020	26th Avenue
Cut grass along shoulders of road on county right of way	6/15/2020	Teat Road
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	6/15/2020	Thomas Drive
Weed Eat & Cut Grass around signs & Culverts, Litter Pickup	6/15/2020	Alan Drive
Weed Eat & Cut Grass around signs & Culverts, Cut grass along shoulders of road on county right of way	6/15/2020	Brownsville Road
Weed Eat & Cut Grass around signs & Culverts, Cut grass along shoulders of road on county right of way	6/15/2020	26th Avenue
Weed Eat & Cut Grass around signs & Culverts, Cut grass along shoulders of road on county right of way	6/15/2020	Roundabout between Pal Rivers Rd & Brown
Weed Eat & Cut Grass around signs & Culverts, Litter Pickup	6/15/2020	Thomas Drive
Weed Eat & Cut Grass around signs & Culverts, Litter Pickup	6/15/2020	Bayshore Drive
Weed Eat & Cut Grass around signs & Culverts, Litter Pickup	6/15/2020	Chapman Road
Weed Eat & Cut Grass around signs & Culverts, Litter Pickup	6/15/2020	Alan Drive
Weed Eat & Cut Grass around signs & Culverts, Litter Pickup	6/15/2020	Air Port Road
Weed Eat & Cut Grass around signs & Culverts, Litter Pickup	6/15/2020	Marks Street
Weed Eat & Cut Grass around signs & Culverts, Litter Pickup	6/15/2020	Pal Rivers Road
Weed Eat & Cut Grass around signs & Culverts, Litter Pickup	6/15/2020	Chapman Road
Weed Eat & Cut Grass around signs & Culverts, Litter Pickup	6/15/2020	Bayshore Drive
Cut grass along shoulders of road on county right of way	6/15/2020	Moses Road
Weed Eat & Cut Grass around signs & Culverts, Litter Pickup	6/15/2020	Air Port Road

District 4**Work Performed:**

Weed Eat & Cut Grass around signs & Culverts, Litter Pickup
 Weed Eat & Cut Grass around signs & Culverts, Litter Pickup
 Cut grass along shoulders of road on county right of way
 Cut grass along shoulders of road on county right of way
 Cut grass along shoulders of road on county right of way
 Cut grass along shoulders of road on county right of way
 Cut grass along shoulders of road on county right of way
 Cut grass along shoulders of road on county right of way
 Cut grass along shoulders of road on county right of way
 Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts
 Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts
 Cut grass along shoulders of road on county right of way
 Cut grass along shoulders of road on county right of way
 Cut grass along shoulders of road on county right of way
 Cut grass along shoulders of road on county right of way
 Cut grass along shoulders of road on county right of way
 Cut grass along shoulders of road on county right of way
 Cut grass in ditches
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 Cut grass along shoulders of road on county right of way
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 Cut grass in ditches
 Litter Pickup
 Cut grass in ditches
 Flagged
 Cut grass in ditches
 Litter Pickup
 Driveway repair, Road Repair, Pot hole Repair (Fill)
 Cut grass in ditches
 Flagged
 Flagged

Date	E.
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Road

6/15/2020 Pal Rivers Road
 6/15/2020 Marks Street
 6/15/2020 Teat Road
 6/15/2020 Moses Road
 6/15/2020 CR30A
 6/15/2020 13 Mile
 6/15/2020 Tilton Road
 6/15/2020 Pal Rivers Road
 6/15/2020 Tilton Road
 6/15/2020 Pal Rivers Road
 6/15/2020 Alan Drive
 6/16/2020 CR30A
 6/17/2020 13 Mile
 6/17/2020 Field on 13 Mile and CR30
 6/17/2020 Bay City Work Camp
 6/18/2020 Bay City Work Camp
 6/18/2020 Fence Line Apalachicola Air Port
 6/18/2020 Pal Rivers Road Field
 6/22/2020 Oyster Road
 6/22/2020 Oyster Road
 6/22/2020 Bayview Drive
 6/22/2020 Sas Road
 6/22/2020 Bayview Drive
 6/23/2020 Oyster Road
 6/23/2020 Bayshore Drive
 6/23/2020 Brownsville Road
 6/23/2020 Oyster Road
 6/23/2020 Squire Road
 6/23/2020 Thomas Drive
 6/23/2020 Bayshore Drive
 6/23/2020 Squire Road
 6/24/2020 Linden Road
 6/24/2020 Squire Road
 6/24/2020 Peachtree Road
 6/24/2020 Peachtree Road
 6/24/2020 Linden Road
 6/24/2020 Squire Road
 6/24/2020 Gibson Road
 6/25/2020 Bayview Drive
 6/25/2020 Johnson Lane
 6/25/2020 Linden Road
 6/25/2020 Abercrombie Lane
 6/25/2020 Jackie Whitehurst Street
 6/25/2020 Bayview Drive
 6/25/2020 Linden Road
 6/25/2020 Johnson Lane
 6/25/2020 Abercrombie Lane

District 4

Work Performed:

	<u>Date</u>	<u>Road</u>
Cut grass in ditches	6/25/2020	Hathcock Road
Flagged	6/25/2020	Bluff Road
Flagged	6/25/2020	Hathcock Road
Driveway repair, Road Repair, Pot hole Repair (Fill)	6/25/2020	Pine Log Road
Litter Pickup	6/25/2020	Jackie Whitehurst Street
Sign Maintenance	6/29/2020	Bluff Road
Cut grass in ditches	6/29/2020	Hathcock Road
Cut grass in ditches	6/29/2020	Linden Road
Sign Maintenance	6/29/2020	Squire Road
Cut grass in ditches	6/29/2020	Peachtree Road
Flagged	6/29/2020	Peachtree Road
Flagged	6/29/2020	Linden Road
Flagged	6/29/2020	Hathcock Road
Cut grass in ditches	6/30/2020	Peachtree Road
Flagged	6/30/2020	Peachtree Road
Flagged	6/30/2020	Linden Road
Cut grass in ditches	6/30/2020	Long Road
Cut grass in ditches	6/30/2020	Linden Road
Flagged	6/30/2020	Long Road
Flagged	7/1/2020	Hathcock Road
Flagged	7/1/2020	Linden Road
Cut grass in ditches	7/1/2020	Hathcock Road
Cut grass in ditches	7/1/2020	Linden Road
Cut grass in ditches	7/1/2020	Peachtree Road

0

Material HAUL From:

	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
Litter	6/25/2020	Jackie Whitehurst Street	1	0
Litter	6/25/2020	Bayview Drive	1	0
Litter		TOTAL	2	0

District 5

Work Performed:

	<u>Date</u>	<u>Road</u>
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	6/11/2020	10th Street
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	6/11/2020	7th Street
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	6/11/2020	10th Street
Cut grass along shoulders of road on county right of way, Weed Eat & Cut Grass around signs & Culverts	6/11/2020	7th Street
Graded Road(s)	6/11/2020	Cook Street
Cut grass along shoulders of road on county right of way	6/11/2020	Pine Log Road
Box drag	6/15/2020	Chason Road
Graded Road(s)	6/15/2020	Wright Lake Road (Forestry Road #101)
Graded Road(s)	6/15/2020	Hickory Landing Road (Forestry Road #101-B)
Graded Road(s)	6/15/2020	Brick Yard Road (Forestry Road #129)
Graded Road(s)	6/15/2020	Bloody Bluff Road
Box drag	6/15/2020	Bloody Bluff Road
Box drag	6/15/2020	Gardners Landing Road
Box drag	6/15/2020	Sand Beach Road

District 5**Work Performed:**

<u>Work Performed:</u>	<u>Date</u>	<u>Road</u>
Box drag	6/15/2020	North Road
Box drag	6/15/2020	Jeffie Tucker Road
Cut grass along shoulders of road on county right of way	6/16/2020	Carlton Millender Road
Litter Pickup	6/16/2020	Carlton Millender Road
Litter Pickup	6/16/2020	Carlton Millender Road
Litter Pickup	6/16/2020	Sanborn Road
Litter Pickup	6/16/2020	Carlton Millender Road
Litter Pickup	6/16/2020	Sanborn Road
Litter Pickup	6/16/2020	Sanborn Road
Box drag	6/16/2020	Mill Road
Box drag	6/16/2020	Lighthouse Road (Unpaved Portion)
Box drag	6/16/2020	Pinnacle Street
Box drag	6/16/2020	Sybil Court
Box drag	6/16/2020	Cape Street
Cut grass along shoulders of road on county right of way	6/16/2020	Sanborn Road
Cut grass along shoulders of road on county right of way	6/16/2020	Carlton Millender Road
Weed Eat & Cut Grass around signs & Culverts	6/17/2020	Carlton Millender Road
Weed Eat & Cut Grass around signs & Culverts	6/17/2020	Sanborn Road
Weed Eat & Cut Grass around signs & Culverts	6/17/2020	Carlton Millender Road
Weed Eat & Cut Grass around signs & Culverts	6/17/2020	Sanborn Road
Weed Eat & Cut Grass around signs & Culverts	6/17/2020	Carlton Millender Road
Weed Eat & Cut Grass around signs & Culverts	6/17/2020	Sanborn Road
Litter Pickup	6/18/2020	Otterslide Road
Litter Pickup	6/18/2020	4th Street
Cut grass along shoulders of road on county right of way	6/18/2020	4th Street
Cut grass along shoulders of road on county right of way	6/18/2020	Avenue A (District 5)
Litter Pickup	6/18/2020	4th Street
Litter Pickup	6/18/2020	Otterslide Road
Cut grass along shoulders of road on county right of way	6/18/2020	4th Street
Cut grass along shoulders of road on county right of way	6/18/2020	Avenue A (District 5)
Litter Pickup	6/18/2020	4th Street
Litter Pickup	6/18/2020	Otterslide Road
VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup	6/22/2020	US HWY 98 (Eastpoint, William Massey)
VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup	6/22/2020	US HWY 98 (Eastpoint, William Massey)
VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup	6/22/2020	US HWY 98 (Eastpoint, William Massey)
VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup	6/22/2020	US HWY 98 (Eastpoint, William Massey)
VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup	6/22/2020	US HWY 98 (Eastpoint, William Massey)
VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup	6/22/2020	US HWY 98 (Eastpoint, William Massey)
VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup	6/22/2020	US HWY 98 (Eastpoint, William Massey)
VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup	6/22/2020	US HWY 98 (Eastpoint, William Massey)
VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup	6/23/2020	US HWY 98 (Eastpoint, William Massey)
VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup	6/23/2020	US HWY 98 (Eastpoint, William Massey)

District 5**Work Performed:**

VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup

VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup

Checked county roads for safety of traveling for public

VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup

Cut grass along shoulders of road on county right of way

VMS Work, Cut Grass, Blowed Sidewalks, Cleaned ditches, Litter pickup

Cut grass along shoulders of road on county right of way

Weed Eat & Cut Grass around signs & Culverts, Litter Pickup

Driveway repair, Road Repair, Pot hole Repair (Fill)

Cut grass along shoulders of road on county right of way, Litter Pickup

Driveway repair, Pot hole Repair (Fill)

Cut grass along shoulders of road on county right of way, Litter Pickup

Driveway repair, Pot hole Repair (Fill)

Driveway repair, Road Repair, Pot hole Repair (Fill)

Cut grass along shoulders of road on county right of way, Litter Pickup

Litter Pickup

Driveway repair, Road Repair, Pot hole Repair (Fill)

Cut grass along shoulders of road on county right of way

Driveway repair, Pot hole Repair (Fill)

Cut grass along shoulders of road on county right of way

Pot hole Repair (Fill)

Cut grass along shoulders of road on county right of way

Cut grass along shoulders of road on county right of way

Cut grass along shoulders of road on county right of way

Cut grass along shoulders of road on county right of way

Cut grass along shoulders of road on county right of way

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Cut grass along shoulders of road on county right of way

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Cut grass along shoulders of road on county right of way

Cut grass along shoulders of road on county right of way

Cut grass along shoulders of road on county right of way

Weed Eat & Cut Grass around signs & Culverts

Weed Eat & Cut Grass around signs & Culverts

Weed Eat & Cut Grass around signs & Culverts

Cut grass along shoulders of road on county right of way

Cut grass along shoulders of road on county right of way

Weed Eat & Cut Grass around signs & Culverts

Graded Road(s), Road Repair

Date
E.**Road**

US HWY 98 (Eastpoint, William Massey)

US HWY 98 (Eastpoint, William Massey)

County Roads, Carrabelle, William Massey

US HWY 98 (Eastpoint, William Massey)

CC Land

US HWY 98 (Eastpoint, William Massey)

Cook Street

Island Drive (State Road)

Lighthouse Road (Unpaved Portion)

Avenue A (District 5)

Lighthouse Road (Unpaved Portion)

Otterslide Road

River Road

Timber Island Road (City of Carrabelle)

Eastpoint Cemetery

River Road

River Road

Eastpoint Cemetery

Timber Island Road (City of Carrabelle)

Avenue A (District 5)

Pine Log Road

Otterslide Road

Pinnacle Street

Lighthouse Road (Unpaved Portion)

Sybil Court

Sharol Court

Beacon Street

Lighthouse Road (Paved Portion)

Lagoon Street

Frank McKamey Way

Woodill Road

Quail Run Drive

Bayou Drive (City of Carrabelle)

Timber Lane (City of Carrabelle)

Timber Island Road (City of Carrabelle)

Cape Street

River Road

Eastpoint Cemetery

Eastpoint Cemetery

Eastpoint Cemetery

Mill Road

Timber Island Road (City of Carrabelle)

Eastpoint Cemetery

Gardners Landing Road

District 5

Work Performed:

Weed Eat & Cut Grass around signs & Culverts, Blowed off road/parking lot/intersection
 Cemetery, Cut, Raked & Cleaned
 Cut grass along shoulders of road on county right of way
 Cut grass along shoulders of road on county right of way
 Cut grass along shoulders of road on county right of way

Date E.

Road

Eastpoint Cemetery
 Eastpoint Cemetery
 River Road
 Sanborn Road
 Carlton Millender Road

6/30/2020
 6/30/2020
 6/30/2020
 7/1/2020
 7/1/2020

0

Material HAUL From:

	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
Litter	6/16/2020	Sanborn Road	1	0
Litter	6/16/2020	Carlton Millender Road	1	0
Litter	6/18/2020	Otterslide Road	2	0
Litter	6/18/2020	Otterslide Road	2	0
Litter	6/18/2020	4th Street	2	0
Litter	6/18/2020	4th Street	2	0
Litter	6/22/2020	US HWY 98 (Eastpoint, William Massey)	3	0
Litter	6/24/2020	Island Drive (State Road)	1	0

Litter **TOTAL** **14** **0**

Material HAUL To:

	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
Black Dirt	6/25/2020	River Road	9	0

Black Dirt **TOTAL** **9** **0**

Dirty 89 Lime Rock	6/15/2020	Brick Yard Road (Forestry Road #129)	36	0
Dirty 89 Lime Rock	6/25/2020	Lighthouse Road (Unpaved Portion)	9	0
Dirty 89 Lime Rock	6/25/2020	Timber Island Road (City of Carrabelle)	18	0
Dirty 89 Lime Rock	6/25/2020	River Road	9	0
Dirty 89 Lime Rock	6/30/2020	Gardners Landing Road	54	0
Dirty 89 Lime Rock	6/30/2020	Gardners Landing Road	72	0

Dirty 89 Lime Rock **TOTAL** **198** **0**

**New Rules Basketball Academy Presents:
Summer at the Matchbox
Powered by Equal Shot**

Who is Equal Shot?

***Equal Shot** is an elite **youth program** that goes beyond the scope of **basketball**. We develop the **authentic athlete** by empowering under resourced **youth** through **athletics, purpose development, and skill acquisition**.*

How Do We Do it?

*We partner with **New Rules Basketball Academy**: a training business based in Tallahassee, FL with a **commitment** to developing the **authentic athlete** through a “**holistic**” approach to training to develop the **totality** of the person and athlete.*

Summer at the Matchbox

A basketball program for the youth of the Franklin County area offered completely free of charge with the aim to see the lives of each child impacted and enhanced through the intentionality of our program. We believe each child has a unique calling, our goal is to empower the youth of the Franklin County area to see their full potential on and off the court!

Program Details:

- *Takes Place @ The Matchbox (190 14th st Apalachicola, FL)*
- *Completely free of cost for ALL participants*
- *Takes place every Tuesday and Friday starting now & running through August*
 - *10am - 11:30pm -- Ages 1st through 5th grade (Beginner)*
 - *12pm - 1:30pm -- Ages 6th through 9th grade (Intermediate)*
 - *2pm - 3:30pm -- Ages 9th through 12th grade (Advanced)*
- *Open door: Open to ALL KIDS! No attendance limit.*
- *Register at the door, registration begins 30 minutes before the session.*

We Need Your Help!

- *We are asking the Franklin County Board of County Commissioners for their support in the amount of \$2,500 to see this program continue to be able to be offered free of cost to the youth of the Franklin County area.*

Make check payable to:

Equal Shot
1506 Colonial Drive
Tallahassee, FL 32303

F.



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 July 7, 2020

TIME: 9:00 A.M.

Right-of-Way Debris Pickup/Recycle Material Hauled
June 11, 2020-June 29, 2020

RIGHT-OF-WAY DEBRIS PICKUP

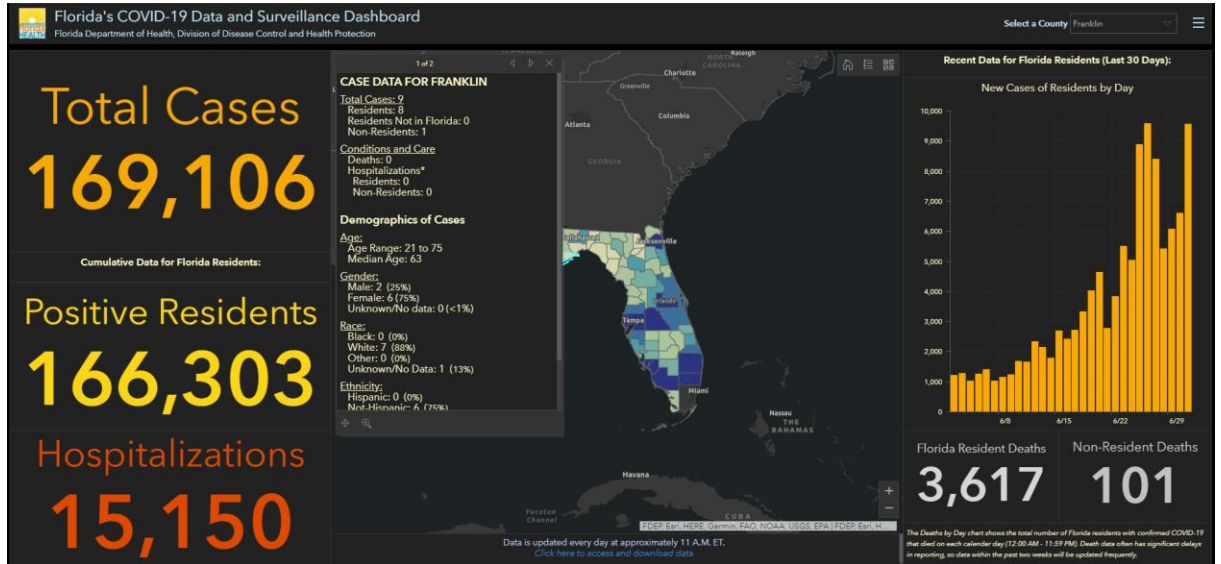
Apalachicola	Eastpoint	St George Island	Carrabelle	Lanark	Alligator Point
117.93 TONS	71.55 TONS	8.08TONS	6.94 TONS	2.22 TONS	60.44 TONS

RECYCLE MATERIAL HAULED

	Apalachicola	Eastpoint	St George Island	Carrabelle	Lanark	Alligator Point	St James
Cardboard	4.85 TONS	10.89TONS	9.35 TONS	3.87 TONS	-0- TONS	-0- TONS	.43 TONS
Plastic,Paper, Glass, Aluminum	-0- TONS	-0- TONS	-0- TONS	-0 TONS	-0- TONS	-0- TONS	-0-TONS

Report to Board of County Commissioners
 Date: July 7, 2020

<u>Project #</u>	<u>Category</u>	<u>Title</u>	<u>Process Step</u>	<u>% Cost Share</u>	<u>Federal Share</u>	<u>Non-Federal Share</u>	<u>Best Available Cost</u>
		TOTAL PAID TO DATE			\$1,231,800.80	\$328,037.99	\$1,559,838.19
76655	C - Roads and Bridges	Alligator Point Road Damage; Combined Michael & Hermine	Pending EHP Review	75%	\$4,187,647.50	\$1,395,882.50	\$5,583,530.00
83669	G - Parks, Recreational Facilities, and Other Items	SGI Park - BB Court and Fishing Pier	Pending EHP Review	75%	\$21,683.91	\$7,227.97	\$28,911.88
81073	G - Parks, Recreational Facilities, and Other Items	Island View Park E of Carrabelle	Pending EHP Review	75%	\$994,103.09	\$331,367.69	\$1,325,470.78
79199	G - Parks, Recreational Facilities, and Other Items	Alligator Point Dunes Walkovers	Pending EHP Review	75%	\$24,867.23	\$8,289.07	\$33,156.30
132465	Z - Management Costs	Franklin County Management costs	Pending Formulation Completion	100%	\$0.00	\$0.00	\$31,644.50
79475	A - Debris Removal	Franklin County Debris 10-10 thrus 11/24	Pending Recipient Final Review	100%	\$241,333.94	\$0.00	\$241,333.94
81069	E - Buildings and Equipment	WEEMS Hosp Bldg	Pending Recipient Final Review	75%	\$112,500.00	\$37,500.00	\$150,000.00



Pamela Brownell
 Pamela Brownell
 Director

AGRI J. ENT
**BETWEEN CAREERSOURCE GULF COAST
AND THE
FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY**

This Agreement is entered into between the State of Florida, Department of Economic Opportunity (“DEO”), and Gulf Coast Workforce Development Board, Inc., d/b/a CareerSource Gulf Coast (“Board” or “Subrecipient”). DEO and the Board are sometimes referred to herein individually as a “Party” and collectively as “the Parties.”

WHEREAS, DEO is Florida’s designated state agency for receipt of federal workforce development funds, and is required to carry out the duties and responsibilities assigned by the Governor under each federal grant assigned to DEO; and

WHEREAS, the Board is a “subrecipient” of funds (as that term is defined by federal law), and a “recipient” of funds (as that term is defined by state law); and

WHEREAS, pursuant to section 121(h) of the Workforce Innovation and Opportunity Act (Pub. L. 113-128) and section 445.009(2)(c), Florida Statutes, DEO and the Board intend for this Agreement to satisfy the requirements that the Board enter into a memorandum of understanding and infrastructure funding agreement with each mandatory or optional partner participating in the one-stop delivery system.

1. DEFINITIONS AND ACRONYMS.

- a. **“Board”** means the Local Workforce Development Board
- b. **“CDBG-DR”** means Community Development Block Grant-Disaster Recovery.
- c. **“CFR”** means Code of Federal Regulations.
- d. **“CLEO”** means the Chief Local Elected Official.
- e. **“DCF”** means the Florida Department of Children and Families.
- f. **“FDLE”** means the Florida Department of Law Enforcement.
- g. **“LWDA”** means Local Workforce Development Area.
- h. **“MOU”** means Memorandum of Understanding.
- i. **“NFA”** means Notice of Award/Notice of Fund Availability.
- j. **“RA”** means Reemployment Assistance.
- k. **“SNAP E&T”** means the Supplemental Nutrition Assistance Program Employment & Training program.
- l. **“State Board”** means the State Workforce Development Board.
- m. **“TAA”** means Trade Adjustment Assistance.
- n. **“WIOA”** means the Workforce Innovation and Opportunity Act.
- o. **“WP”** means the Wagner-Peyser Act.
- p. **“WT”** means the Welfare Transition program.

2. TERM AND EXPIRATION. The Effective Date of this Agreement is July 1, 2020. This Agreement ends on June 30, 2021 (the “Expiration Date”), unless otherwise terminated as set forth herein. This Agreement may be renewed or extended for a period of time to be determined by DEO in its sole discretion, and without the Board’s approval, at any time prior to the Expiration Date. This Agreement terminates, supersedes, and replaces any prior agreement in effect between DEO and the Board regarding the subject matter set forth herein as of the Effective Date. The period between the Effective Date and the Expiration Date or the termination date is the “Agreement Period”. Subrecipient is absolutely responsible for all work performed and all expenses incurred in fulfilling the obligations of this Agreement. If the LWDA is redesignated in whole or in part, or the Board is decertified, then DEO may terminate this Agreement. If DEO elects to terminate this Agreement, then DEO will notify the Board and the CLEO of such termination, when the termination becomes effective, and any termination instructions.

3. FISCAL AND ADMINISTRATIVE CONTROLS.

- a. DEO will provide funds in consideration for the Subrecipient’s successful performance under this Agreement. The State of Florida’s and DEO’s performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Legislature of the State of Florida. DEO shall have final authority as to both the

availability of funds and what constitutes an “^{J.}l appropriation” of funds. The lack of appropriation or availability of funds shall not create DEO’s default under this Agreement. If there is a state or federal funding shortfall, then the funding otherwise made available under this Agreement may be reduced. The Subrecipient shall not expend funding provided under this Agreement or made available pursuant to any NFA to pay any costs incurred in connection with any defense against any claim or appeal of the State of Florida or any agency or instrumentality thereof (including DEO) or to pay any costs incurred in connection with the prosecution of any claim or appeal against the State of Florida or any agency or instrumentality thereof (including DEO), which the Subrecipient instituted or in which the Subrecipient has joined as a claimant.

b. DEO will make funding available to the Subrecipient by issuing NFAs through DEO’s financial management information system. Each NFA may list or incorporate specific terms, conditions, assurances, restrictions, or other instructions applicable to the funds provided by the NFA. The Subrecipient’s receipt of funding made under an NFA may be conditioned upon the Subrecipient’s successful performance of certain requirements prior to the receipt of such funding. The Subrecipient must comply with all terms, conditions, assurances, restrictions, or other instructions contained within the NFA as a condition precedent to the Subrecipient’s receipt of funding set forth in the NFA. Except as specifically set forth herein, if a conflict between the terms of this Agreement and any NFA, the terms of the NFA shall control.

c. Accountability for Funds.

i. Reduction or Suspension of Funding. DEO may partially, completely, temporarily or permanently, reduce or suspend any funding provided under this Agreement or funding made available pursuant to an NFA, if the Subrecipient fails to comply with all applicable state and federal laws, rules, and regulations, or the terms of this Agreement or any NFA. DEO will exercise its authority to reduce or suspend funding in accordance with the applicable federal and state laws, rules, regulations, and policies.

ii. Recoupment. Notwithstanding anything in this Agreement or any NFA to the contrary, DEO has an absolute right to recoup funds. DEO may refuse to reimburse the Subrecipient for any cost if DEO determines that such cost was not incurred in compliance with the terms of this Agreement. DEO may demand a return of funds if DEO terminates this Agreement.

iii. Overpayments. If the Subrecipient’s (a) noncompliance with this Agreement or any applicable federal, state, or local law, rule, regulation, or ordinance, terms of any NFA, or (b) performance or nonperformance of any term or condition of this Agreement results in (i) an unlawful use of funds; (ii) a use of funds that doesn’t comply with the terms of this Agreement; or (iii) a use which constitutes a receipt of funds to which the Subrecipient is not entitled (each such event an “Overpayment”), then the Subrecipient shall return such Overpayment of funds to DEO.

iv. Discovery of Overpayments. The Subrecipient shall refund any Overpayment of funds to DEO within 30 days of the Subrecipient’s discovery of an Overpayment or receipt of notification from DEO that an Overpayment has occurred. DEO is the final authority as to what may constitute an Overpayment of funds. Refunds should be sent to DEO’s Agreement Manager and made payable to the “Department of Economic Opportunity”. Should repayment not be made in a timely manner, DEO may charge interest at the lawful rate of interest on the outstanding balance beginning 30 days after the date of notification or discovery.

d. By signature below, the Subrecipient certifies to DEO that it has written administrative procedures, processes, and fiscal controls in place for the operation of WIOA, WP, TAA, SNAP E&T, WT, CDBG-DR and any other program for which the Subrecipient receives funds from DEO. The written administrative procedures, processes, and fiscal controls described in this paragraph must, at minimum, comply with applicable state and federal law, rules, regulations, policies, guidance, and the terms of this Agreement. DEO may request copies of the Board’s written procedures and policies for review. As needed, DEO shall provide guidance and technical assistance to the Subrecipient to ensure compliance with this section. If the Subrecipient cannot certify that it has written administrative procedures, processes, and fiscal controls in place for the operation of any program for which it may receive funds at a future date, then as a condition precedent to the award of any funds, the Subrecipient shall establish and adopt such written administrative procedures, processes, and fiscal controls, as necessary for the

applicable program.

- e. By signature below, the Subrecipient certifies that it has written administrative procedures, processes, and fiscal controls in place for the payment of supportive services including, but not limited to prepaid gas or prepaid debit cards. Controls must address issuance, storage, and reconciliation of prepaid gas or prepaid debit cards. The Subrecipient must maintain documentation supporting the eligibility of the receipt of supportive services and that the value of the supportive service is consistent with the documented need of the participant.
- f. The Subrecipient shall manage, maintain, and properly dispose of program and financial records in accordance with governing state and federal laws and regulations.
- g. The Board will appoint at least one Regional Security Officer that is responsible for ensuring the Board's compliance with all information system security matters and system access control for users of DEO-owned systems. The Regional Security Officer will comply with policies and requirements imposed by DEO. The Subrecipient will designate a custodian for purchased property and equipment that will be responsible for ensuring the Subrecipient's compliance with 2 CFR §§ 200.310-200.316.
- h. The Subrecipient is responsible for managing real property and leases for all space utilized in the one-stop delivery system. The Subrecipient and its designated one-stop operator or managing partner shall be responsible for all activities involved in securing space for local career centers, ensuring payment to lessors, and cost allocating rent charges, and otherwise managing leases.
- i. The Subrecipient will comply with all federal and state laws, policies, guidance, plans, or other similar documents produced, approved, or disseminated by DEO, the State Board, or any other entity whose funds are made available to the Subrecipient through DEO. These documents will be made available on DEO's website or distributed to the Subrecipient through other means.
- j. Funds provided to the Subrecipient by DEO may not be used to pay consultants in excess of \$710 per day and must be documented as reasonable and necessary.

4. PERFORMANCE, REPORTING, MONITORING, AND AUDITING.

- a. DEO may request any information at any time from the Subrecipient. The Subrecipient shall provide any requested information in the form and manner requested by DEO, within the time frame established by DEO, so DEO may review the Board's performance and compliance and compile and submit information to the appropriate parties. The Board shall provide timely electronic data to DEO, via the electronic financial and programmatic data systems established by DEO in order to allow DEO to provide accurate reports to state and federal funding agencies, the State Board, and other interested parties, and to review the Board's fiscal status and performance.
- b. The Subrecipient will comply with the audit requirements set forth in Exhibit A on an annual basis and take prompt corrective action with respect to any audit findings.
- c. The Subrecipient shall allow access to representatives of DEO, DEO's Office of Inspector General and Office of Civil Rights, appropriate representatives from other state and federal funding agencies, and any other entity authorized by law for the purposes of conducting monitoring, reviews, inspections, investigations, proceedings, hearings, or audits (each a "Compliance Review"). The Subrecipient will fully cooperate with any Compliance Review conducted pursuant to this section. Failure to fully cooperate will constitute a material breach of this Agreement and may result in the termination or suspension of this Agreement and any funding provided by DEO. DEO reserves the right to, in its sole discretion, decide what constitutes full cooperation under this paragraph. DEO may exercise its rights under this paragraph at any time and as frequently as DEO deems necessary. The Subrecipient will reimburse DEO for all reasonable costs incurred by DEO for any activity conducted pursuant to this section that results in the suspension or termination of this Agreement. The Subrecipient will not be responsible for costs incurred from activities conducted under this section that do not result in the suspension or

termination of this Agreement. Nothing in para J (b) of this section, or Exhibit A, is intended to limit the terms of this paragraph (c).

- d. Annually, the subrecipient shall submit the following information electronically to FMA-RWB@deo.myflorida.com by the deadlines prescribed below:
- Completed Salary Cap by April 1;
 - Annual detailed budget of revenues and expenditures by funding source by October 1; and
 - Completed Internal Control Questionnaire signed by Board Chair and Executive Director by September 30.
- e. The State Board and DEO have established special guidelines concerning audit quality as guidance for the Board. For the procurement of the audit services, the Board must procure these services in accordance with Florida Statutes. As part of these guidelines, the Board is also required to communicate to their independent auditors (auditor) the following procedures that must be performed:
- i. It is essential that the auditor test the Board's reconciliation of its financial records to the Subrecipient Enterprise Resource Application (SERA) maintained by DEO. The auditor should include a note to the financial statements confirming whether such a reconciliation was performed by the Board in a satisfactory manner.
 - ii. Auditors are required under federal audit guidelines to test compliance with federal cash management requirements and to report any material problems. However, the State Board and DEO have established state level guidance for cash management that should also be tested. The auditor should review the key guidelines contained in the SERA Manual produced by DEO concerning cash management, especially the criteria for Allowable Cash on Hand, and conduct the appropriate tests of compliance.
 - iii. It is required that auditors always prepare and submit a management letter for those findings and observations not included in the audit report, as opposed to providing only a verbal briefing. The Board must prepare a written statement of explanation or rebuttal, including corrective actions to be taken, concerning the deficiencies cited in the management letter. NOTE: If a management letter is not present, this should be stated in the schedule of findings and questioned costs.
 - iv. All funds overseen, managed, or administered by the Board must be included in the scope of the audit and within the audited financial statements. This includes funds that are provided to any auxiliary entity over which the Board or Board's leadership exercises any controlling influence, such as a foundation or an association. For purposes of this guidance document, all foundations, associations, or other similar entities are considered to be affiliated organizations and, in some instances, may need to be classified as a component unit.
 - v. For any affiliated organization, at a minimum the audit report should disclose the entity's mission or purpose; any and all controlling members; summarized financial data including total assets, liabilities, net assets, revenues, expenditures; sources of all revenues; the entity's relationship to the Board's activities; and a statement that the activities of the entity comply with Federal Regulations and Florida Statutes, as applicable. The auditor may need to provide other disclosures and presentations (such as consolidated financial statement) as appropriate after giving proper consideration of applicable accounting standards pronouncements regarding reporting of related entities.
 - vi. The auditor should state in the Report on Compliance and Internal Control over Compliance Applicable to Each Major Federal Awards Program that the audit was conducted in accordance with the special audit guidance provided by the DEO.
 - vii. The Board must limit the audit services to no more than five years and then must follow Florida Statutes and its own policies to competitively re-procure these services. The previous audit firm may

be awarded the new contract for a J services through the competitive procurement if the lead partner of the audit firm had not been engaged with the Board for any of the previous five years.

- f. DEO will meet at least annually with the CLEO and the Board to review the Board's performance and compliance and will notify the Board's Chief Executive Officer and CLEO in writing of any findings, deficiencies, recommendations, or other areas of concern. The Board's failure to meet its negotiated level of performance or its failure to comply with state and federal laws, regulations, standards or the terms of agreements between the Board and DEO may constitute grounds for corrective measures, sanctions and remedies, consistent with WIOA and any policies of DEO or the State Board. DEO may require corrective measures be taken in accordance with a Performance Improvement Plan, or other appropriate action, developed by DEO. The Board's failure to comply with the terms of any Performance Improvement Plan or other appropriate action will constitute a material breach of this Agreement, may result in the suspension or termination of this Agreement, the reduction or withholding of funding provided under this Agreement, or any other sanction or remedy available to DEO by law.

5. THE BOARD'S ONE-STOP DELIVERY SYSTEM. The Board shall operate at least one physical comprehensive career center with access to partner programs, services, and activities in accordance with 20 CFR 678.300(c) and 678.305. The Board shall designate a one-stop operator in accordance with 20 CFR 678.605-678.625, Section 445.009, F.S., and applicable policies, including the following one-stop delivery system requirements:

- a. Each partner program in the Board's career centers will contribute to infrastructure costs at a rate negotiated and agreed upon by the Parties, or pursuant to a policy established by the Governor. The following infrastructure elements, set forth specifically in 20 CFR 678.755, must be incorporated into the period of time in which the infrastructure funding agreement is effective. This may be a different time period than the duration of the MOU.
- b. Identification of an infrastructure and shared services budget that will be periodically reconciled against actual costs incurred and adjusted accordingly to ensure that it reflects a cost allocation methodology that demonstrates how infrastructure costs are charged to each partner in proportion to its use of the career center and relative benefit received, and that complies with 2 CFR part 200 (or any corresponding similar regulation or ruling).
- c. Identification of all career center partners, chief local elected officials, and Board participating in the infrastructure funding arrangement.
- d. Steps the Board, chief local elected officials, and career center partners used to reach consensus or an assurance that the local area followed the guidance for the State funding process.
- e. Description of the process to be used among partners to resolve issues during the MOU duration period when consensus cannot be reached.
- f. Description of the periodic modification and review process to ensure equitable benefit among one- stop partners.
- g. The Board shall incorporate infrastructure funding provisions in each memorandum of understanding with its one-stop partners. Remedies for nonperformance must also be included.

6. SERVICES DELIVERED BY DEO STAFF WITHIN THE BOARD'S ONE-STOP DELIVERY SYSTEM.

- a. Certain workforce program services will be performed by DEO staff assigned to work under the functional supervision and direction of the Board. These services include WP services, TAA services, services to veterans, services to migrant and seasonal farmworkers, and other workforce services as agreed upon by the Parties. The provision of these services will be consistent with applicable federal and state law, rules, regulations, policies, and guidance, and State Board policies. The Board will refer any question or conflict regarding management of DEO staff to DEO for resolution.
- b. The Parties shall maintain a staffing structure chart describing each career center site location, the designated one-stop operator or managing partner at the site location, all DEO staff placed at the site location, and the position

classification and program assignment for each I ^{J.} staff member working at the site location. The Board must provide a copy of the staffing structure in an organizational chart to DEO Human Resources annually by July 1 or within 30 days upon changes to the organizational structure. All necessary changes to the staffing structure chart will be made by the Parties in a timely fashion.

- c. The Board will provide DEO information and recommendations regarding the performance of DEO staff assigned to the Board pursuant to a procedure developed and implemented by the Parties. The Board shall exercise due care with respect to its submission of information concerning the performance of DEO staff. DEO will act on the information provided by the Board, but the ultimate decision for any personnel action remains with DEO.
- d. DEO staff assigned to the Board are subject to all statutes and rules applicable to State Personnel System employees and all DEO policies - including DEO's travel, leave, and time distribution policies. DEO staff assigned to the Board will be required to obtain their local manager's approval prior to taking leave.
- e. The Board shall consult with DEO with regard to any issues that may affect, or be in conflict with, the terms or conditions of the collective bargaining agreement for any DEO staff holding positions covered by a collective bargaining agreement. DEO will provide guidance to the Board upon request for the purpose of ensuring compliance with terms of any applicable collective bargaining agreement.
- f. DEO retains ultimate decision-making authority with respect to wages, salary, benefits, hiring, firing, discipline, and promotion of DEO staff.
- g. The Board will appoint a local personnel liaison for the purpose of coordinating personnel related activities for DEO staff. The personnel liaison must be a DEO staff member. The Board will provide the name and contact information of the designated personnel liaison to the DEO Human Resource Office upon designation of this staff member and thereafter annually or upon changes in the designated staff member.
- h. The Board shall jointly plan with DEO for the use of resources available to each partner to ensure a coordinated and efficient approach to the delivery of customer services. The Board will provide the services outlined in section 445.009, Florida Statutes. The Board will also provide basic and individualized career services pursuant to section 134(c)(2) of WIOA, access to training services pursuant to section 134(c)(3)(D) of WIOA, access to programs and activities carried out by the Board's partners listed in 20 CFR 678.400 through 678.410, including the Employment Service program authorized under WP, as amended by WIOA Title III, services to employers as outlined in 20 CFR 680.140(b)(2), and workforce and labor market information. For clarification purposes, "basic career services" are referred to as "core services" in section 445.009(6)(a)(c), Florida Statutes, and "individualized career services" are referred to as "intensive services" in section 445.009(7), Florida Statutes.
- i. The Board will develop methods for referring individuals between its one-stop operator(s) and its partners for appropriate services and activities.

7. OPEN GOVERNMENT AND CONFIDENTIALITY.

- a. The Board is subject to Chapters 119 and 286 of the Florida Statutes. The Board is responsible for responding to public records requests and subpoenas. The Board is responsible for ensuring that its staff and agents have a working knowledge of Chapter 119, Florida Statutes. The Board agrees to appoint a public records coordinator for the purpose of ensuring that all public records matters are handled appropriately.
- b. **IF THE BOARD HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE BOARD'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT DEO'S CUSTODIAN OF PUBLIC RECORDS** by telephone at 850-245-7140, via e-mail at PRRequest@deo.myflorida.com, or by mail at Department of Economic Opportunity, Public Records Coordinator, 107 East Madison Street, Caldwell Building, Tallahassee, Florida 32399-4128.

- c. The Board will have access to varying types of confidential information as a result of its performance under this Agreement. The Board will protect the confidentiality of any information to which it has access in accordance with applicable law. The Board will obtain guidance from DEO with respect to confidentiality matters. DEO will facilitate the Board's requests for guidance from other state agencies.
- d. Staff of the Board, its agents, contractors, subcontractors and any other entity performing services on behalf of the Board granted access to workforce information systems, including systems containing confidential information, must complete Exhibit B to this Agreement, "Individual Non-Disclosure and Confidentiality Certification Form," prior to accessing said workforce information systems. A copy of each completed form must be retained by the Board and made available to DEO upon request.
- e. Board requests for DEO data must come from Board executive staff to DEO. DEO will not accept data requests from the Board's contractors. DEO will only grant access to DEO-owned systems to staff of the Board, its agents, contractors, subcontractors and entities performing services on behalf of the Board.
- f. DEO may provide the Board access to RA information on an ongoing basis as a result of the Board's use of shared information systems and the provision of integrated services. Access to such information will typically be at no cost (any cost imposed by DEO will be reflected in a separate agreement between the Parties). Certain RA information is made confidential by section 443.1715, Florida Statutes, and 20 CFR 603.9(b)(1) requires the Board to agree to the following terms as a condition of accessing this information. DEO will immediately suspend or cease providing the Board access to RA information if DEO determines the Board is not in compliance with section 443.1715, Florida Statutes, 20 CFR 603, and the conditions set forth below. DEO may, in its sole discretion, provide access once DEO is satisfied that the Board has cured the deficiency. The Board shall:
- i. use the information it receives only for purposes authorized by law and consistent with this Agreement;
 - ii. store the information, whether physically or electronically, in such a manner that is secure from unauthorized access;
 - iii. ensure the information is only accessible by authorized individuals that have an actual need to access the information for a legitimate and lawful purpose;
 - iv. ensure that any entity to which the Board further discloses the information complies with these terms;
 - v. not store the information on any portable storage media device (e.g., laptops, external hard drives, thumb drives, iPads, tablets, or smartphones, etc.);
 - vi. to the extent practicable, and considering the arrangement in place under this Agreement (shared information systems), destroy the information after the purpose for which it is disclosed is accomplished in accordance with 20 CFR 603.9(b)(1)(vi). However, the Board may not seek to delete information from DEO's information systems;
 - vii. to the extent practicable, and considering the arrangement in place under this Agreement, maintain a system sufficient to allow DEO to conduct an audit of transactions concerning the information;
 - viii. ensure all individuals obtaining access to the information are aware of the penalties established by section 443.1715, Florida Statutes, and acknowledges that all individuals have been so instructed through the execution of this Agreement; and
 - ix. allow DEO or its representatives access to conduct onsite inspections to ensure the Board's compliance with section 443.1715, Florida Statutes.
- g. The Board will immediately notify DEO of any breach of security, as defined by section 501.171, Florida Statutes, occurring in any operation under its control. If the breach of security concerns data belonging to DEO, DEO reserves the right to determine whether the provisions of section 501.171, Florida Statutes, apply. DEO will determine if notifications are necessary and, if so, the procedure for making, and the content included in, those notifications. The Board will provide the notifications if deemed necessary by DEO and will not provide said notifications without prior approval from DEO. DEO will not unreasonably withhold approval to send notifications and will make all decisions regarding said notifications as quickly as possible and consistent with the timelines in section 501.171, Florida Statutes. The Board is responsible for all fees and costs incurred due to a breach of security occurring in an operation, program, or physical setting under the Board's control, including, but not limited to, the cost of sending breach notifications.

8. BACKGROUND SCREENINGS.

a. Level 1 Screenings.

- i. The Board will require and obtain a Level 1 background screening as a condition of employment or contract award for all Board, career center staff, contractors, and subcontractors. Additionally, the Board will require and obtain a Level 1 background screening for all individuals performing financial management activities. The Level 1 background screening must be conducted prior to employment or, for contract awards, prior to contractor's employees beginning work. The Level 1 background screening must be conducted at least every five years of consecutive employment, and upon re-employment in all circumstances (including assignment to a new or different contract for Board contractors). The Board will develop a policy for implementing background screenings.
- ii. The Level 1 background screenings are further explained in section 435.03, Florida Statutes. The Board will contract with an FDLE-approved provider to perform the Level 1 background screenings. The Board is responsible for all costs associated with obtaining the Level 1 background screening described in this section.
- iii. The Board will maintain its background screening material in a locked file cabinet or other secure location and store the material separately from any official employee personnel file. The Board will protect the confidentiality of the screening materials as required by law or contract.
- iv. The Board is responsible for maintaining a current list of all individuals for whom it has obtained a Level 1 background screening. The list must include, but need not be limited to, the name of the individual, the last four digits of the individual's social security number, the date the screening was completed, the date the results of the screening were reviewed, and the individual responsible for reviewing and approving the employment or access granted to the individual that was the subject of the screening.

b. Level 2 Screenings.

- i. The Board shall identify and disclose to DEO all Board staff positions that may be granted access to confidential data, including confidential data stored in the information systems used by workforce service providers to manage and report participant information. The Board must review all Board staff positions to determine if the positions should be designated as a position of Special Trust. Positions determined by DEO to be positions of special trust, and all employees placed or considered for placement in a Board Special Trust Position must undergo a Level 2 background screening as set forth more specifically below. For all Board Special Trust Positions, only a Level 2 background screening is necessary.
- ii. Level 2 background screenings are necessary to ensure individuals with criminal convictions or individuals that are under criminal investigation or become under criminal investigations related to theft, fraud, forgery, embezzlement, crimes of violence or any similar matters are not approved for access to confidential information. This includes individuals who plea or pleaded nolo contendere or no contest to such charges or offenses; negative information of this type may disqualify a person from being granted access to confidential information under this Agreement. The Level 2 background screenings must include a state and National Criminal Information Center check through the Federal Bureau of Investigations with no negative results to the above type of offenses/convictions.
- iii. For Board employees that have not had a Level 2 background screening within the past five years and who are currently employed in a Board Special Trust Position, the Board shall transmit a list of those employees in the method prescribed by DEO, in form and substance acceptable to DEO, within 45 days after request by DEO. DEO and the Board shall coordinate to establish a timeline to conduct all level 2 background screenings for current Board employees in a Board Special Trust Position. If the Board intends to place a new employee in a Board Special Trust Position, then the Board shall require that employee undergo a Level 2 background screening prior to any offer of employment. The Level 2 background screening must be conducted at least every five years of consecutive employment and upon re-employment in all circumstances.
- iv. State merit staff shall undergo Level 2 background screenings pursuant to the standards specified in section 435.04, Florida Statutes, as a pre-condition of employment. DEO will assist the Board in obtaining state merit staff the required Level 2 background screenings pursuant to DEO's established processes

and procedures. The Level 2 background J screening must be conducted at least every five years of consecutive employment and upon re-employment in all circumstances.

9. LOCAL PLAN AND ASSURANCES.

- a. The Board must submit and receive approval of local plans which outline the Board's delivery and administration of all workforce services delivered within its LWDA. The plan must identify and describe the policies, procedures, and local activities that are carried out in the LWDA consistent with the state plan and must contain all content required by DEO. Further, the plan must describe the Board's methods for ensuring the needs of workers and youth, and individuals with barriers to employment, including individuals with disabilities, are addressed in the provision of necessary and appropriate access to services, including access to technology and materials, made available through the one-stop delivery system. The Board will continue to develop and update its local plan in accordance with applicable provisions of law and as directed by DEO or the State Board.
- b. Executive Order 11-116, signed May 21, 2011, by the Governor of Florida, requires DEO to use the U.S. Department of Homeland Security's E-Verify system. The Board shall utilize the E-Verify system to verify the employment eligibility of all new employees after the Effective Date. After the Effective Date, and for all current employees, prior to any promotion or during that employee's Level 1 or Level 2 background rescreening, the Board shall use the E-Verify system.

10. PROCUREMENT.

- a. If the Board enters into a contract in the amount of \$1,000,000 or more, in accordance with the requirements of section 287.135, Florida Statutes, the Board will obtain a certification that the contractor is not listed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel, the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, engaged in business operations in Cuba or Syria, or meets the conditions for exemption as provided in section 287.135(4), Florida Statutes. These lists are created pursuant to sections 215.4725 and 215.473, Florida Statutes. The Board certifies that it is in compliance with this provision. Upon request, DEO will provide a form the Board may utilize in connection with any procurement for the purposes of ensuring compliance with this paragraph. If federal law ceases to authorize the states to adopt and enforce the contracting prohibition described in this paragraph, this paragraph will be null and void.
- b. If the Board is affiliated with a local government entity, it will ensure compliance with section 287.133(2)(a), Florida Statutes. Any person or affiliate, as defined by that section of the Florida Statutes, placed on the convicted vendor list following a conviction for a public entity crime may not submit a response to any solicitation for the provision of goods or services to the Board. The Board will not accept any solicitation response from such an entity and will not award a contract in excess of \$35,000 for a period of 36 months from the date an entity is placed on the convicted vendor list. Upon request, DEO will provide an attestation form the Board may utilize in connection with any procurement for the purposes of ensuring compliance with this paragraph.
- c. The Board will not accept responses to procurement solicitations from, or award a contract to, any entity that appears on the discriminatory vendor list described in section 287.134, Florida Statutes. DEO recommends the Board include a clause in all procurement solicitations and contracts that the respondent or contractor is not on the state's discriminatory vendor list.
- d. DEO encourages the Board to seek goods and services through the Prison Rehabilitative Industries and Diversified Enterprises, Inc. (PRIDE), and from RESPECT of Florida (products and services produced by individuals with disabilities).
- e. The Board will obtain prior written approval from DEO prior to purchasing any information technology resource or conducting any activity that will, in any way, access DEO data and DEO-owned systems. To ensure statewide efficiency of funding, prior approval from DEO must also be obtained prior to requesting any changes or enhancements to Employ Florida.

- f. The Board shall comply with the procurement standards in 2 CFR 200.318 - 200.326 when procuring property and services under this Agreement. The Board shall impose its obligations under this Agreement on its contractors, specifically or by reference, so that such obligations will be binding upon each of its contractors. The Board shall maintain oversight of all activities under this Agreement and shall ensure that for any procured contract or agreement, its contractors perform according to the terms and conditions of the procured contracts or agreements, and the terms and conditions of this Agreement.
- g. The Board may not purchase memberships or enter into any agreements with the Florida Workforce Development Association with funds provided by DEO. The Board may pay for registration dues in conjunction with training, including but not limited to the annual Summit provided by the Florida Workforce Development Association.
- h. Funds expended for events must be compliant with 2 CFR 200.421, and DEO's Guidance on Use of Funds for the Purchase of Outreach/Informational Items (FG-OGM-84). Documentation must be retained to support the cost of the funds expended and must demonstrate that the costs are reasonable and necessary to connect individuals to employment and training services.

11. COMPENSATION AND TRAVEL.

- a. Funds provided by DEO may not be used to fund the salary, bonus, or incentive of any employee in excess of Federal Executive Level II, regardless of the funding source.
- b. No changes to compensation for executive staff of the Board are allowed without documented Board approval and must be in alignment with local policies and procedures. The Board shall ensure that all bonuses, pay raises, and benefits are reasonable and necessary for the successful performance of the award and are a prudent use of federal funds.
- c. The Board shall comply with section 445.007(10), Florida Statutes, and the following per diem and travel expense provisions, consistent with section 112.061, Florida Statutes:
- i. Board members may receive reimbursement for per diem and travel expenses pursuant to section 112.061, Florida Statutes.
 - ii. Lodging expenses for an employee of the Board may not exceed the daily limit for that of employees of the State of Florida, excluding taxes and fees, unless the Board is participating in a negotiated group rate discount or the Board obtains and maintains documentation of at least three comparable alternatives demonstrating that such lodging at the required rate is not available. However, an employee of the Board may expend his or her own funds for any lodging expenses over the limit for employees of the State of Florida.
 - iii. The Board shall ensure that travel and expense reimbursements made to vendors and subrecipients are in accordance with the Board's travel and expense policy. The Board's travel and expense policy must ensure that vendor reimbursements are made at the lowest possible cost necessary to ensure a reasonable level of service, comfort, and security.

12. BOARD GOVERNANCE, RESPONSIBILITIES, AND TRANSPARENCY.

- a. The Board shall ensure that the local area designation complies with the requirements outlined in the federal law (WIOA) and applicable state policy.
- b. The following information must be posted on the Board's website in a manner easily accessed by the public:
- i. Notice of all Board meetings at least seven days before the meeting is to occur. Notice of special board meetings must be posted at least 72 hours before the meeting is to occur.
 - ii. Employee positions and salary information for each position (including any benefits and performance bonuses).
 - iii. A plain language version of any contract that is estimated to exceed \$35,000 with a private entity, municipality, city, town, or vendor of services, supplies, or programs, including marketing, or for the

- purchase or lease or use of lands, facilities J. properties.
- iv. A list of all Board members, company or entity that the Board member is employed by or owns, and their terms of service.
 - v. Interlocal agreement(s), as applicable
 - vi. Single Audit for the last two years.
 - vii. Board meeting minutes within 15 days of Board approval.
 - viii. All active agreements with another board that delegates partial or complete responsibility for any duties the Board is expected, required, or mandated to perform under this Agreement or WIOA, even if the cost is not expected to exceed \$35,000.
- c. The Board shall comply with the requirements of 2 CFR 25 Universal Identifier and System for Award Management (SAM). The Subrecipient must have an active registration in SAM in accordance with 2 CFR part 25, appendix A, and must have a Data Universal Numbering System number. The Subrecipient must also comply with provisions of the Federal Funding Accountability and Transparency Act, which includes requirements on executive compensation and 2 CFR 170 Reporting Subaward and Executive Compensation Information.
 - d. In compliance with sections 39.201 and 415.1034, Florida Statutes, if the Board, its agents, employees, contractors, subcontractors or any other entity performing the services on behalf of the Board, knows or has reasonable cause to suspect that a child, aged person, or disabled adult is or has been abused, neglected, or exploited, the Board agrees to immediately report such knowledge or suspicion to the Florida Abuse Hotline by calling 1-800-96ABUSE, or via the web reporting option at <http://www.dcf.state.fl.us/abuse/report>, or via fax at 1-800-914-0004.
 - e. Consistent with 2 CFR 200.113, the Board must, within one business day of discovery, disclose any violation of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Additionally, the Board shall disclose any other on-going civil or criminal litigation, investigation, arbitration, or administrative proceeding upon execution of this Agreement.
 - f. For all funds provided by DEO, when issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with federal money, the Subrecipient shall clearly state (i) the percentage of the total costs of the program or project which will be financed with federal money; (ii) the dollar amount of federal funds for the project or program; and (iii) the percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources. Consolidated Appropriations Act of 2018, Pub. L. No. 115-141, 132 Stat. 348, div. H, Title V, Sec. 505 (Mar. 23, 2018).
 - g. In compliance with section 286.25, Florida Statutes, the Board will ensure any nongovernmental organization which sponsors a program financed, in whole or in part, with funds provided under this Agreement will, in publicizing, advertising, or describing the sponsorship of the program, state: "Sponsored by (entities name) and the State of Florida, Department of Economic Opportunity." If the sponsorship reference is in written form, the words "State of Florida, Department of Economic Opportunity" will appear in the same size letters or type as the name of the entity.

13. ETHICS.

- a. The Board shall adopt an employee ethics code modeled after the provisions of Chapter 112, Florida Statutes, and shall name a Chief Ethics Officer. The Officer shall be responsible for the periodic training of Board staff and for maintaining the Ethics Code and for, which addresses:
 - i. The acceptance of gifts;
 - ii. Self-dealing;
 - iii. A prohibition on unauthorized compensation;
 - iv. Conflicting employment or contractual relationships;
 - v. Appropriate disclosure and use of information; and
 - vi. Nepotism.

- b. The Board will adopt and abide by a conflict of interest policy that ensures compliance with state and federal law and applicable State Board and DEO policies. The Board will make reasonable modifications to the policy if requested by DEO. The Board must ensure that adequate firewalls are in place to prevent actual or perceived conflicts of interest, poor internal controls, or the appearance of impropriety.
- c. The Board must ensure grievance procedures and Equal Opportunity representation, consistent with 20 CFR 683.285, is available and made known to staff, participants, and other interested parties in the local workforce development system. The Board must also adopt a whistle blower policy that facilitates the reporting of violations of policy or law without fear of retaliation.
- d. The Board will comply with sections 11.062 and 216.347, Florida Statutes. The Board will not, in connection with this or any other agreement with the state, directly or indirectly: (1) offer, confer, or agree to confer any pecuniary benefit on anyone as consideration for any state officer or employee's decision, opinion, recommendation, vote, or other exercise of discretion, or violation of a known legal duty; or (2) offer, give, or agree to give to anyone any gratuity for the benefit of, or at the direction or request of, any state officer or employee. For purposes of this paragraph, "gratuity" means any payment of more than a nominal monetary value in the form of cash, travel, entertainment, gifts, meals, lodging, loans, subscriptions, advances, deposits of money, services, employment, or contracts of any kind. DEO encourages the Board to contact the Florida Commission on Ethics for any questions regarding its compliance with this paragraph.
- e. Prohibition on Lobbying. The Subrecipient shall not, directly or indirectly, expend either state or federal funds either (i) for the purpose of lobbying any branch, unit, or instrumentality of the state or federal governments, or (ii) for any otherwise allowable purpose which could result in unauthorized lobbying.

14. LOCAL BOARD COMPOSITION, BOARD MEMBER SELECTION AND TRAINING.

- a. The Board must ensure that the local workforce board composition is compliant with all federal and state laws, polices, procedures, and rules.
- b. The Board, in consultation with the CLEO, must develop and implement clear processes and procedures for recruiting, vetting, and nominating Board members and documenting their qualifications in alignment with the requirements of WIOA, and compliant with all federal and state laws, polices, procedures, and rules.
- c. The Board shall prohibit any Board staff from serving as members of a committee or subcommittee of the Board.
- d. The Board shall ensure Board members complete mandatory Board orientation and training. The Board shall take all reasonable steps necessary to encourage attendance by the CLEO at Board orientation and training. The Board shall retain and provide to DEO upon request the dates of training and sign-in sheets (or other evidence of attendance) of training participants.

15. RELATED PARTIES. The purpose of this section is to help DEO ensure transparency and accountability, to prevent impropriety or the appearance of impropriety in public business, and to limit the possibility of the improper expenditure of state or federal funds.

- a. Related Parties. For purposes of this Agreement, "Related Party" includes any: Board member; Board employee or staff; relative of any Board member or employee or staff; any organization represented by or employing a Board member or employee or staff; any organization, the board of directors of which a Board member or employee or staff holds a board position; or any vendor with which a Board member has a relationship.
- b. Related Party Contract. For purposes of this Agreement, "Related Party Contract" means any relationship, transaction, or expenditure, contractual in nature, which results in or could result in an expenditure of state or federal funds by the Board with a Related Party. The term "Related Party Contract" does not include retail purchases made in the ordinary course of business or payments for utility services.

- c. Related Parties Compliance. The Board shall comply with section 445.007(11), Florida Statutes. The Board and its employees must annually disclose to DEO any conflicts of interest that may arise during the upcoming year, or that actually arose in the current year and were not previously disclosed.
- i. Prior to entering into any Related Party Contract with any Related Party, the proposed Related Party Contract must be brought before the Board for consideration and approval. The Board shall ensure that:
 - (i) the Board member or employee with the conflict removes himself or herself from the room prior to any discussions at any meeting, including subcommittee meetings, involving the contract; (ii) the Board member or employee with the conflict is not physically present during the voting; and (iii) the Board member with the conflict abstains from any vote regarding the Related Party Contract.
 - ii. If the disclosure was not made prior to the meeting because the conflict was unknown prior to the meeting, the Board shall ensure that disclosure is made at the next possible meeting after knowledge of the conflict becomes available.
- d. Completion of Forms. For each Related Party Contract, the Board must ensure that the forms attached hereto as Exhibits C and D are completed, dated, executed, and certified prior to execution of the contract or incurring of expenditures for the current fiscal year. Exhibits C and D must be submitted at or before the Board meeting in which the vote is to take place for board members and employees of the board who have any conflict of interest with the contracting vendor. For conflicts unknown at the time of entering into the Related Party Contract, the Board shall ensure that completed forms of Exhibits C and D are filed within 15 days after the disclosure with the person responsible for recording the minutes of the meeting. The disclosure shall be incorporated into the minutes of the meeting at which the oral disclosure was made. If the Related Party Contract was approved by the Board in the current or previous fiscal year and the Board intends to continue the Related Party Contract, Exhibits C and D must be submitted annually to DEO for approval prior to the beginning of the next fiscal year.
- e. Contracts \$25,000 or Greater. DEO may disapprove, in its sole discretion, any contract for the Board's failure to submit any required document or form as required by this section. Prior to execution of any contract equal to or greater than \$25,000, the Board must approve and electronically submit the documentation set forth below, along with completed copies of the forms attached hereto as Exhibits C and D, to WorkforceContract.Review@deo.myflorida.com.
- f. Contracts Less Than \$25,000. Within 30 days after execution of any contract less than \$25,000, the Board must approve and electronically submit a certified board membership roster listing all members on the Board at the time of the vote on the approval of the contract with a vote tally indicating attendance or absence at the meeting. For those in attendance, the affirmative and negative votes and abstentions for each member, along with completed copies of the forms attached hereto as Exhibits C and D, must be submitted to WorkforceContract.Review@deo.myflorida.com.

16. ADDITIONAL PROVISIONS.

- a. This Agreement will be construed, performed, and enforced in all respects in accordance with the laws, rules, and regulations of the State of Florida. Each Party will perform its obligations herein in accordance with the terms and conditions of the Agreement. The exclusive venue of any legal or equitable action that arises out of or relates to this Agreement will be either the Division of Administrative Hearings or the appropriate state court in Leon County, Florida. In any such action, the Parties waive any right to jury trial.
- b. Should any term of this Agreement conflict with any applicable law, rule, or regulation, the law, rule, or regulation will control over the provisions of this Agreement.
- c. The Board is fully liable for its actions, and the actions of the Board's officers, agents, contractors and employees. The Board will indemnify, defend, and hold harmless the state, the State Board, and DEO, and their respective officers, agents, and employees from any suit, action, damage, judgment, and costs of every name and description, including attorney's fees, arising from or relating to any action of the Board.
- d. If any provision of this Agreement, whether in whole or in part, is held to be void or unenforceable by a Court of

competent jurisdiction, that provision will be enforce^{J.} only to the extent that it is not in violation of law or is not otherwise unenforceable, and all other provisions will remain in full force and effect.

- e. This Agreement may be executed in counterparts, each of which will be an original and all of which will constitute but one and the same instrument.
- f. Any amendment or modification to the terms of this Agreement must be in written form signed by both Parties.
- g. Annually before July 1 of each state fiscal year, the Board shall adopt a schedule of operations for the upcoming state fiscal year. Such schedule of operations shall include, but is not limited to, daily hours of operation of one-stop operators, and a holiday closure schedule which adopts either the federal, state, or appropriate county holiday schedule. If the Board has a career center that is affiliated with a college or university, the college or university schedule may be adopted for those centers. The proposed schedule must be approved by the Board and posted on the Board's website in a conspicuous, easily-accessible manner. The Board must give prior approval to any deviations from the schedule, except in emergency or reasonably unforeseeable circumstances (e.g., an order of the President or Governor, total loss of facilities from a catastrophic natural or man-made disaster, etc.). If emergency circumstances exist which result or could foreseeably result in a shutdown, the Board shall ensure that DEO and the State Board are informed within 48 hours of such shutdown or potential shutdown.

17. SERVICES TO INDIVIDUALS WITH DISABILITIES. The Board shall designate at least one staff member for the LWDA to promote and develop employment opportunities for individuals with disabilities to ensure that job counseling and placement efforts are made for such individuals.

18. SERVICES TO INDIVIDUALS WITH LIMITED ENGLISH PROFICIENCY. The Board shall establish a policy and procedure for providing free language services to customers that have a limited ability to read and/or speak the English language.

19. RESPONSE TO CUSTOMER SERVICE COMPLAINTS. DEO will forward any customer concerns or complaints about the Board received directly or forwarded from the Governor's or legislative offices, to the Board staff for review. Board staff will investigate the complaint in a timely manner, take appropriate action, and report the action in writing to DEO so that the complaint can be closed.

20. LIAISONS.

- a. The Parties acknowledge they have a close working relationship and that neither Party desires an overly-bureaucratic or formal communication structure. To that effect, the Parties may communicate with each other through any appropriate liaison, as context may dictate.
- b. DEO's formal liaison for purposes of this Agreement is Caroline ("Tisha") Womack. Ms. Womack can be reached at Caroline.Womack@deo.myflorida.com or (850) 245-7126. All communication for which the Parties' course of dealing does reveal a more appropriate liaison will be directed to Ms. Womack, or other designee.
- c. The Board's formal liaison for purposes of this Agreement is Kimberly Bodine. Kimberly Bodine can be reached at kbodine@careersourcegc.com, or (850) 913-3285. All communication for which the Parties' course of dealing does reveal a more appropriate liaison will be directed to Kimberly Bodine, or other designee.
- d. If different liaisons are designated by either Party after the execution of this Agreement, notice of the name, telephone number, and email address of the new liaison shall be provided in writing to the other Party and said notification shall be attached to this Agreement.

21. REQUIRED LOCAL POSITIONS. Appointed individuals may serve in more than one capacity or perform other job duties and functions, as appropriate, to the extent that no conflict of interest arises or may arise. The Board shall appoint:

- a. A Regional Security Officer.

- b. A custodian for purchased property and equipment J.
- c. A personnel liaison (must be a DEO merit staff member).
- d. A public records coordinator.
- e. An Equal Opportunity Officer, consistent with 29 CFR part 38.
- f. An Ethics Officer

22. CONSTRUCTION; INTERPRETATION. The title of and the section and paragraph headings in this Agreement are for convenience of reference only and shall not govern or affect the interpretation of any of the terms or provisions of this Agreement. The term “this Agreement” means this Agreement together with all Exhibits hereto, as the same may from time to time be amended, modified, supplemented, or restated in accordance with the terms hereof. The use in this Agreement of the term “including” and other words of similar import mean “including, without limitation” and where specific language is used to clarify by example a general statement contained herein, such specific language shall not be deemed to modify, limit, or restrict in any manner the construction of the general statement to which it relates. The word “or” is not exclusive and the words “herein,” “hereof,” “hereunder,” and other words of similar import refer to this Agreement as a whole, including any Exhibits, and not to any particular section, subsection, paragraph, subparagraph, or clause contained in this Agreement. The use herein of terms importing the singular shall also include the plural, and vice versa. The reference to an agreement, instrument, or other document means such agreement, instrument, or other document as amended, supplemented, and modified from time to time to the extent permitted by the provisions thereof and the reference to a statute means such statute as amended from time to time and includes any successor legislation thereto and any regulations promulgated thereunder. All references to “\$” shall mean United States dollars. The recitals of this Agreement are incorporated herein by reference and shall apply to the terms and provisions of this Agreement and the Parties. Time is of the essence with respect to the performance of all obligations under this Agreement. The Parties have participated jointly in the negotiation and drafting of this Agreement. If an ambiguity or question of intent or interpretation arises, this Agreement shall be construed as if drafted jointly by the Parties, and no presumption or burden of proof shall arise favoring or disfavoring any Party by virtue of the authorship of any of the provisions of this Agreement.

23. PRESERVATION OF REMEDIES; SEVERABILITY; RIGHT TO SET-OFF. No delay or omission to exercise any right, power, or remedy accruing to either Party upon breach or default by either Party under this Agreement will impair any such right, power, or remedy of either Party nor will such delay or omission be construed as a waiver of any breach or default or any similar breach or default. If any term or provision of this Agreement is found to be illegal, invalid, or unenforceable, such term or provision will be deemed stricken, and the remainder of this Agreement will remain in full force and effect. DEO and the State shall have all of its common law, equitable and statutory rights of set-off, including, without limitation, the State’s option to withhold for the purposes of set-off any moneys due to the Board under this Agreement up to any amounts due and owing to DEO with respect to this Agreement, any other contract with any state department or agency, including any contract for a term commencing prior to the term of this Agreement, plus any amounts due and owing to the State for any other reason including, without limitation, tax delinquencies or monetary penalties relative thereto. The State shall exercise its set-off rights in accordance with normal state practices including, in cases of set-off pursuant to an audit, the finalization of such audit by the state or its representatives.

24. ENTIRE AGREEMENT; AMENDMENT; WAIVER. This Agreement embodies the entire agreement of the Parties with respect to the subject matter hereof. There are no provisions, terms, conditions, or obligations other than those contained in this Agreement, and this Agreement supersedes all previous communications, representations, or agreements, either verbal or written, between the Parties. No amendment will be effective unless reduced to writing and signed by an authorized officer of the Board and the authorized agent of DEO. No waiver by any Party of any of the provisions hereof shall be effective unless explicitly set forth in writing and signed by the Party so waiving. No waiver by any Party shall operate or be construed as a waiver in respect of any failure, breach or default not expressly identified by such written waiver, whether of a similar or different character, and whether occurring before or after that waiver. No failure to exercise, or delay in exercising, any right, remedy, power, or privilege arising from this Agreement shall operate or be construed as a waiver thereof; nor shall any single or partial exercise of any right, remedy, power, or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy, power, or privilege.

IN WITNESS HEREOF, by signature below, the J.s acknowledge they have read this Agreement and the attachments hereto, understand each section and paragraph, agreed to abide by the terms of this Agreement, and intend that this Agreement become effective as described above.

DEPARTMENT OF ECONOMIC OPPORTUNITY

[LWDB Chairperson or person with authority to sign on behalf of LWDB (verify authority if not chairperson)]

By: _____
Signature

Printed Name: Ken Lawson

Title: Executive Director

Date: _____

By: _____
Signature

Printed Name: Jennifer Conoley

Title: Board Chair

Date: _____

Acknowledged by the Chief Local Elected Official:

By: _____
Signature

Printed Name: Noah Lockley, Jr.

Title: Franklin BOCC Chair

Date: _____

EXHIBIT A
J
AUDIT REQUIREMENTS

The administration of resources awarded by the Department of Economic Opportunity (Department or DEO) to the recipient may be subject to audits and/or monitoring by DEO as described in the Agreement and as described further in this Exhibit. No provision of the Agreement is intended to limit the terms of this Exhibit, and no provision in this Exhibit is intended to limit the terms of the Agreement. The term “contract,” as used throughout this Exhibit, means the Agreement, and any individual subaward granted to the recipient through a Notice of Fund Availability (NFA).

MONITORING. In addition to reviews of audits conducted in accordance with 2 CFR 200, Subpart F - Audit Requirements, and section 215.97, Florida Statutes (F.S.), as revised (see AUDITS below), monitoring procedures may include, but not be limited to, on-site visits by DEO staff, limited scope audits as defined by 2 CFR §200.425, or other procedures. By entering into this agreement, the recipient agrees to comply and cooperate with any monitoring procedures or processes deemed appropriate by DEO. In the event DEO determines that a limited scope audit of the recipient is appropriate, the recipient agrees to comply with any additional instructions provided by DEO staff to the recipient regarding such audit. The recipient further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the Chief Financial Officer (CFO) or Auditor General.

AUDITS.

PART I: FEDERALLY FUNDED. This part is applicable if the subrecipient is a state or local government or a nonprofit organization as defined in 2 CFR §200.90, §200.64, and §200.70.

1. A recipient that expends \$750,000 or more in federal awards in its fiscal year must have a single or program-specific audit conducted in accordance with the provisions of 2 CFR 200, Subpart F - Audit Requirements. EXHIBIT A to this form lists the federal resources awarded through DEO by this agreement. In determining the federal awards expended in its fiscal year, the subrecipient shall consider all sources of federal awards, including federal resources received from DEO. The determination of amounts of federal awards expended should be in accordance with the guidelines established in 2 CFR §§200.502-503. An audit of the subrecipient conducted by the Auditor General in accordance with the provisions of 2 CFR §200.514 will meet the requirements of this Part.
2. For the audit requirements addressed in Part I, paragraph 1, the subrecipient shall fulfill the requirements relative to auditee responsibilities as provided in 2 CFR §§200.508-512.
3. A recipient that expends less than \$750,000 in federal awards in its fiscal year is not required to have an audit conducted in accordance with the provisions of 2 CFR 200, Subpart F - Audit Requirements. If the subrecipient expends less than \$750,000 in federal awards in its fiscal year and elects to have an audit conducted in accordance with the provisions of 2 CFR 200, Subpart F - Audit Requirements, the cost of the audit must be paid from non-federal resources (i.e., the cost of such an audit must be paid from recipient resources obtained from other than federal entities).

PART II: STATE FUNDED. This part is applicable if the recipient is a nonstate entity as defined by Section 215.97(2), Florida Statutes.

1. In the event that the recipient expends a total amount of state financial assistance equal to or in excess of \$750,000 in any fiscal year of such recipient (for fiscal years ending June 30, 2017, and thereafter), the recipient must have a state single or project-specific audit for such fiscal year in accordance with section 215.97, F.S.; Rule Chapter 69I-5, F.A.C., State Financial Assistance; and Chapters 10.550 (local governmental entities) and 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. EXHIBIT A to this form lists the state financial assistance awarded through DEO by this agreement. In determining the state financial assistance expended in its fiscal year, the recipient shall consider all sources of state financial assistance, including state financial assistance received from DEO, other state agencies, and other nonstate entities. State financial assistance does not include federal direct or pass-through awards and resources received by a nonstate entity for federal program matching requirements.
2. For the audit requirements addressed in Part II, paragraph 1, the recipient shall ensure that the audit complies with the requirements of section 215.97(8), F.S. This includes submission of a financial reporting package as defined by section 215.97(2), F.S., and Chapters 10.550 (local governmental entities) and 10.650 (nonprofit

and for-profit organizations), Rules of the Auditor General.

3. If the recipient expends less than \$750,000 in state financial assistance in its fiscal year (for fiscal years ending June 30, 2017, and thereafter), an audit conducted in accordance with the provisions of section 215.97, F.S., is not required. If the recipient expends less than \$750,000 in state financial assistance in its fiscal year and elects to have an audit conducted in accordance with the provisions of section 215.97, F.S., the cost of the audit must be paid from the nonstate entity's resources (i.e., the cost of such an audit must be paid from the recipient's resources obtained from other than state entities).

PART III: OTHER AUDIT REQUIREMENTS. AUDITOR WORK PAPERS ON INTERNAL CONTROLS

The Board will obtain the internal control work papers from the auditor(s) performing its annual independent financial statement audit. The Board will keep these work papers onsite as part of their financial records and will make these records available for review by DEO upon request. The Board further agrees that, upon request, DEO will also be provided other audit work papers as needed.

PART IV: REPORT SUBMISSION.

1. Copies of reporting packages for audits conducted in accordance with 2 CFR 200, Subpart F - Audit Requirements, and required by Part I of this form shall be submitted, when required by 2 CFR §200.512, by or on behalf of the recipient directly to the Federal Audit Clearinghouse (FAC) as provided in 2 CFR §200.36 and §200.512.

The FAC's website provides a data entry system and required forms for submitting the single audit reporting package. Updates to the location of the FAC and data entry system may be found at the OMB website.

2. Copies of financial reporting packages required by Part II of this form shall be submitted by or on behalf of the recipient directly to each of the following:

- a. DEO at each of the following addresses:

Electronic copies (preferred):

or

Paper (hard copy): Audit@deo.myflorida.com

Department Economic Opportunity

MSC #75, Caldwell Building 107 East Madison

Street Tallahassee, FL 32399-4126

- b. The Auditor General's Office at the following address: Auditor General

Local Government Audits/342 Claude Pepper Building, Room 401 111 West Madison Street

Tallahassee, Florida 32399-1450

The Auditor General's website (<https://flauditor.gov/>) provides instructions for filing an electronic copy of a financial reporting package.

3. Copies of reports or the management letter required by Part III of this form shall be submitted by or on behalf of the recipient directly to:

Electronic copies (preferred):

or

Paper (hard copy):

Audit@deo.myflorida.com

Department Economic Opportunity

MSC #75, Caldwell Building 107 East Madison

Street Tallahassee, FL. 32399-4126

4. Any reports, management letters, or other information required to be submitted DEO pursuant to this agreement shall be submitted timely in accordance with 2 CFR §200.512, section 215.97, F.S., and Chapters 10.550 (local governmental entities) and 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.

5. Recipients, when submitting financial reporting packages to DEO for audits done in accordance with 2 CFR 200, Subpart F - Audit Requirements, or Chapters 10.550 (local governmental entities) and 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, should indicate the date that the reporting package

was delivered to the recipient in correspondence J.mpanying the reporting package.

PART V: RECORD RETENTION. The recipient shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of five (5) years from the date the audit report is issued, or five (5) state fiscal years after all reporting requirements are satisfied and final payments have been received, whichever period is longer, and shall allow DEO, or its designee, CFO, or Auditor General access to such records upon request. The recipient shall ensure that audit working papers are made available to DEO, or its designee, CFO, or Auditor General upon request for a period of five (5) years from the date the audit report is issued, unless extended in writing by DEO. In addition, if any litigation, claim, negotiation, audit, or other action involving the records has been started prior to the expiration of the controlling period as identified above, the records shall be retained until completion of the action and resolution of all issues which arise from it, or until the end of the controlling period as identified above, whichever is longer.

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**FEDERAL RESOURCES AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT
CONSIST OF THE FOLLOWING:**

1. *The specific award information required to be set forth herein will be contained in one or more NFAs issued by DEO pursuant to the terms of the Agreement, which are incorporated herein by reference.*

**COMPLIANCE REQUIREMENTS APPLICABLE TO FEDERAL RESOURCES AWARDED
PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:**

1. *All requirements of this Agreement*

**STATE RESOURCES AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST
OF THE FOLLOWING:**

SUBJECT TO SECTION 215.97, FLORIDA STATUTES:

1. *The specific award information required to be set forth herein will be contained in one or more NFAs issued by DEO pursuant to the terms of the Agreement, which are incorporated herein by reference.*

**COMPLIANCE REQUIREMENTS APPLICABLE TO STATE RESOURCES AWARDED PURSUANT
TO THIS AGREEMENT ARE AS FOLLOWS:**

1. *All requirements of this Agreement.*

Individual Non-Disclosure and Confidentiality Certification Form

I understand that I will be exposed to certain confidential information for the limited purpose of performing my job. I understand that confidential records may include names (or other personally identifiable information), social security numbers, wage information, reemployment assistance information, employment information, and public assistance information. I understand that this information is confidential and may not be disclosed to others. Prior to receiving access to such information, and any information systems containing such information, I acknowledge and agree to abide by the following standards:

1. I will comply with all security requirements imposed as a condition of use for any system(s) to which I may be granted access.
2. I will use access to the system(s) only for purposes authorized by law within the course and scope of my employment to secure information to conduct program business.
3. I will not disclose my user identification, password, or other information needed to access the system(s) to any party nor shall I give any other individual access to secured information contained within the system(s).
4. If I become aware that any unauthorized individual has or may have obtained access to my user identification, password, or other information needed to access system(s) to which I have been granted access, I will immediately notify the Board's Regional Security Officer.
5. I will store any physical documents containing confidential information in a place that is secure from access by unauthorized persons.
6. I will store and process information maintained in electronic format, such as magnetic tapes, discs, or external drives in such a way that unauthorized persons cannot obtain the information by any means.
7. I will undertake precautions to ensure that only authorized personnel are given access to disclosed information stored in computer system(s).
8. I will not share with anyone any other information regarding access to the system(s) unless I am specifically authorized to do so by the Department of Economic Opportunity.
9. I will not access or request access to any social security numbers, personal information, wage information, employer information, reemployment assistance information, or employment data unless such access is necessary for the performance of my legitimate business duties.
10. I will not disclose any individual data to any parties who are not authorized to receive such data except in the form of reports containing only aggregate statistical information compiled in such a manner that it cannot be used to identify the individual(s) or employers involved.
11. I will not access or divulge information about any personal associates, including relatives, friends, significant others, co-workers, or anyone with whom I reside. I will not provide services to these individuals and will, instead, refer such individuals to other qualified service providers.
12. I will retain the confidential data only for that period of time necessary to perform my public duties. Thereafter, I will either arrange for the retention of such information consistent with federal or state record retention requirements or destroy such data, and any copies made, after the purpose for which the information is disclosed is served. I will do this in such a way so as to prevent the information from being reconstructed,

copied, or used by any means. However, I will not destr^{J.} delete information from information system(s) when such destruction or deletion is outside the scope of my authority.

13. I understand that it is misdemeanor of the second degree to disclose confidential reemployment assistance information to unauthorized persons. I further understand that the Department of Economic Opportunity has process and procedures in place to detect unauthorized access to such information. I understand that it is the practice of the Department of Economic Opportunity to prosecute violations of to the fullest extent of the law.

14. I certify and affirm that I have either (1) received training on the confidential nature of the data to which I am being granted access to, the safeguards required for access privileges, and the penalties involved for any violations; or (2) have received written standards and instructions in the handling of confidential data from my employer or the Department of Economic Opportunity. I will comply with all confidentiality safeguards contained in such training, written standards, or instructions, including but not limited to, the following: a) protecting the confidentiality of my user identification and password; b) securing computer equipment, disks, and offices in which confidential data may be kept; and c) following procedures for the timely destruction or deletion of confidential data.

15. I understand that if I violate any of the confidentiality provisions set forth in the written standards, training, and/or instructions I have received, my user privileges may be immediately suspended or terminated. I also understand that applicable state and/or federal law may provide that any individual who discloses confidential information in violation of any provision of that section may be subject to criminal prosecution and if found guilty could be fined, be subject to imprisonment and dismissal from employment. I have been instructed that if I should violate the provisions of the law, I may receive one or more of these penalties.

Should I have any questions concerning the handling or disclosure of confidential information, I shall immediately ask my supervisor, regional security officer, or One-Stop Operator for guidance and comply with their instructions.

Employee Signature: _____ Date: _____

Print Employee Name: _____

Address: _____

Work Telephone: _____

E-Mail: _____

EXI J. T C
CONTRACT INFORMATION FORM

This form is to disclose a conflict or potential conflict and to seek approval of a contract involving a conflict or potential conflict of interest of board members or employees. All requested information is required. Failure to provide complete information may result in disapproval of the contract.

I, _____, hereby certify the following information regarding a contract that was approved by a two-thirds (2/3) vote of a quorum of CareerSource _____ and will be executed and implemented immediately after receiving the State's approval in compliance with section 445.007(11), Florida Statutes.

Identification of all parties to the contract: _____

Contractor Name & Address: _____

Contractor Contact Phone Number: _____

Contract Number or Other Identifying Information, if any: _____

Contract Term: _____

Value of the Contract/Renewal/Extension: _____

Description of goods and/or services to be procured: _____

Name of board member or employee whose conflict of interest required the board's approval of the contract by two-thirds (2/3) vote: _____

The nature of the conflicting interest in the contract: _____

The board member or employee with the conflict of interest _____ did ___ did not (check one) attend the meeting(s), including subcommittee meetings, at which the board discussed or voted to approve the contract.

If the board member or employee with the conflict of interest attended the meeting(s), including subcommittee meetings, at which the board discussed or voted on the contract, the board member or employee was not present during the discussion or vote.

I further attest that the following is being provided with this form:

- A certified board membership roster listing all members on the board at the time of the vote on the approval of the contract with a vote tally indicating attendance or absence at the meeting(s), including subcommittee meetings, and for those in attendance, the affirmative and negative votes and abstentions for each member.
- Consistent with the procedures outlined in section 112.3143, Florida Statutes, the dated and executed conflict of interest form that was submitted at or before the board meeting(s) in which a vote related to the contract took place, for board member/employee who has any relationship with the contracting vendor.

I certify that the information above is true and correct.

Signature of Board Chair / Vice Chair*

Print Name

* Must be certified and attested to by the board's Chair or Vice Chair.

Date

**DISCLOSURE AND CERTIFICATION OF
CONFLICT OF INTEREST IN A CONTRACT**

I, _____, a board member / an employee of the board (circle one) hereby disclose that I, myself / my employer / my business / my organization/ OR "Other" (describe) _____ (circle one or more) could benefit financially from the contract described below:

Local Workforce Development Board: _____

Contractor Name & Address: _____

Contractor Contact Phone Number: _____

Description or Nature of Contract: _____

Description of Financial Benefit*: _____

For purposes of the above contract the following disclosures are made: The contractor's principals**/owners***: (check one)

_____ have no relative who is a member of the board or an employee of the board; OR

_____ have a relative who is a member of the board or an employee of the board, whose name is:

The contractor's principals**/owners*** _____ is _____ is not (check one) a member of the board. If applicable, the principal's/owner's name is: _____

Signature of Board Member/Employee

Print Name

Date

* "Benefit financially from a contract" means the special private financial gain to a member, a special private financial gain to any principal which retains the member, the special private financial gain of the parent organization or subsidiary of a corporate principal which retains the member or the special private financial gain to any member's relatives or business associate or to a board employee and such benefit is not remote or speculative.

** "Principal" means an owner or high-level management employee with decision-making authority.

*** "Owner" means a person having any ownership interest in the contractor.

NOTICE: CONFLICTS OF INTEREST REGARDING BOARD MEMBERS AND BOARD EMPLOYEES MUST BE DISCLOSED PRIOR TO THE BOARD'S DISCUSSION OR VOTING TO APPROVE THE CONTRACT. BOARD MEMBERS WHO BENEFIT FINANCIALLY OR BOARD MEMBERS OR EMPLOYEES OF THE BOARD WHO HAVE A RELATIONSHIP WITH THE CONTRACTING VENDOR MUST NOT BE PRESENT DURING ANY DISCUSSION AT ANY MEETINGS, INCLUDING SUBCOMMITTEE MEETINGS, INVOLVING THE CONTRACT AND MUST ABSTAIN FROM VOTING OR BEING PRESENT DURING VOTING BY REMOVING HIMSELF OR HERSELF FROM THE ROOM DURING THE PERIOD OF TIME THE VOTES ARE CAST, AND THE CONTRACT MUST BE APPROVED BY A TWO-THIRDS VOTE OF THE BOARD WHEN A QUORUM HAS BEEN ESTABLISHED. COMPLETION OF THIS FORM DOES NOT IN ANY WAY SUPERSEDE OR SUBSTITUTE FOR COMPLIANCE WITH CONFLICT OF INTEREST DISCLOSURE REQUIREMENTS OF SECTION 112.3143, FLORIDA STATUTES, OR SECTION 101(f), WIOA.



5230 West Highway 98 | Panama City FL 32401
P: 850.913.3285 | F: 850.913.3269
careersourcegc.com

July 1, 2020

Mr. Noah Lockley, Jr, Chair
Franklin County Board of County Commissioners
33 Market Street, Suite 305
Apalachicola, FL 32320

RE: Request for Appointment of a CareerSource Gulf Coast Board Member

Dear Commissioner Lockley:

We respectfully nominate the following name for appointment to the CareerSource Gulf Coast Board of Directors, as a private sector partner.

As the Chair of the CareerSource Gulf Coast Board of Directors, I am requesting the appointment for a new three-year term, beginning July 7, 2020. She meets the criteria for membership required by state and federal law.

<u>Name</u>	<u>Representation</u>
Elinor Mount-Simmons	Private Sector

Thank you for your continued support.

Respectfully,



Jennifer Conoley, Chair
CareerSource Gulf Coast Board



Marcia M. Johnson
Franklin County Florida Clerk of Court

LIST OF LANDS AVAILABLE FOR TAXES

Note: Purchase price amounts stated on Lands Available Properties are estimates only and are governed by F.S. 197.502(7) and F.A.C. 12D-13.064. Please contact the Tax Collector at 850-653-9323 for the exact amount required for purchase.

TAX DEED #:	PARCEL #:	ORIGINAL SALE DATE	DATE AVAILABLE FOR PURCHASE	ORIGINAL OPENING BID	ESCHEATMENT DATE
408-2014	20-07S-04W-4212-0034-0010	6/29/2020	9/29/2020	\$24,020.53	6/29/2023
409/2014	20-07S-04W-4212-0035-0010	6/29/2020	9/29/2020	\$24,020.53	6/29/2023
410-2014	20-07S-04W-4212-0037-0010	6/29/2020	9/29/2020	\$23,999.68	6/29/2023

Notification from Franklin County, Florida, Board of County Commissioners to the Clerk of the Circuit Court of our intention regarding the following:

RE: TDA 408-2014

Property placed on List of Lands Available for Taxes and available for purchase by County:

PARCEL: 20-07S-04W-4212-0034-0010

LEGAL DESCRIPTION: Lots 1 - 16, Block 34 of KEOUGH'S SECOND ADDITION, according to the Plat thereof as recorded in Plat Book 2, Page 20, of the Public Records of Franklin County, Florida

The above property was offered for sale on June 29, 2020. There were no bids and therefor in accordance with Section 197.502(7), on county-held certificates for which there are no bidders at the public sales, the clerk shall enter the land on a list entitled "lands available for taxes; and shall immediately notify the county commission that the property is available. During the first 90 days after the property is placed on the list, the county may purchase the land for the opening bid or may waive its rights to purchase the property. Thereafter, any person, the county, or any other governmental unit may purchase the land for the opening bid.

The County:

DOES elect to purchase the above mentioned property from the "List of Lands Available for Taxes."

DOES NOT elect to purchase : the above mentioned property from the "List of Lands Available for Taxes."

_____ Dated this _____ day of _____, 20_____
Noah Lockley, Jr. Chairman
Board of County Commissioners

Notification from Franklin County, Florida, Board of County Commissioners to the Clerk of the Circuit Court of our intention regarding the following:

RE: TDA 409-2014

Property placed on List of Lands Available for Taxes and available for purchase by County:

PARCEL: 20-07S-04W-4212-0035-0010

LEGAL DESCRIPTION: Lots 1 - 16, Block 35 of KEOUGH'S SECOND ADDITION TO THE TOWN OF CARRABELLE, according to the Plat thereof as recorded in Plat Book 2, Page 20, of the Public Records of Franklin County, Florida.

The above property was offered for sale on June 29, 2020. There were no bids and therefor in accordance with Section 197.502(7), on county-held certificates for which there are no bidders at the public sales, the clerk shall enter the land on a list entitled "lands available for taxes; and shall immediately notify the county commission that the property is available. During the first 90 days after the property is placed on the list, the county may purchase the land for the opening bid or may waive its rights to purchase the property. Thereafter, any person, the county, or any other governmental unit may purchase the land for the opening bid.

The County:

DOES elect to purchase the above mentioned property from the "List of Lands Available for Taxes."

DOES NOT elect to purchase the above mentioned property from the "List of Lands Available for Taxes."

_____ Dated this _____ day of _____, 20____.
Noah Lockley, Jr. Chairman
Board of County Commissioners

Notification from Franklin County, Florida, Board of County Commissioners to the Clerk of the Circuit Court of our intention regarding the following:

RE: TDA 410-2014

Property placed on List of Lands Available for Taxes and available for purchase by County:

PARCEL: 20-07S-04W-4212-0037-0010

LEGAL DESCRIPTION: Lots 1 - 16, Block 37 200 of KEOUGH'S SECOND ADDITION, TO THE TOWN OF CARRABELLE, OF THE PUBLIC RECORDS OF FRANKLIN COUNTY, FLORIDA.

The above property was offered for sale on June 29, 2020. There were no bids and therefor in accordance with Section 197.502(7), on county-held certificates for which there are no bidders at the public sales, the clerk shall enter the land on a list entitled "lands available for taxes; and shall immediately notify the county commission that the property is available. During the first 90 days after the property is placed on the list, the county may purchase the land for the opening bid or may waive its rights to purchase the property. Thereafter, any person, the county, or any other governmental unit may purchase the land for the opening bid.

The County:

() **DOES** elect to purchase the above mentioned property from the "List of Lands Available for Taxes."

() **DOES NOT** elect to purchase the above mentioned property from the "List of Lands Available for Taxes."

_____ Dated this _____ day of _____, 20____.
Noah Lockley, Jr. Chairman
Board of County Commissioners



MEMORANDUM

To: Florida Fish and Wildlife Conservation Commissioners

From: Jessica McCawley, Director, Marine Fisheries Management

Date: July 22, 2020

Subject: Draft Rule – Apalachicola Bay Oysters

Purpose:

Obtain approval for draft rules to suspend harvest of wild oysters in Apalachicola Bay and prohibit possession of harvesting equipment on the water in 68B-27, Florida Administrative Code (FAC).

Why:

Apalachicola Bay oyster abundance is at a historic low despite management action.

Top Points:

- 1) Apalachicola Bay historically supported an expansive oyster reef ecosystem and a culturally important, iconic fishery since the mid-1800s.
- 2) Oyster abundance continues to decline despite management actions since 2013.
- 3) Suspending harvest is necessary to conserve existing oyster habitat and adult oysters.
- 4) Large-scale oyster restoration project and adaptive management plan development recently funded.

Affected Parties:

Commercial and recreational oyster harvesters in Apalachicola Bay, seafood dealers, and restaurants

Summary:

Historically, Apalachicola Bay (Bay) supported an expansive oyster reef ecosystem. It was once considered the healthiest in the nation and has supported a culturally important, iconic fishery since the mid-1800s. Prior to 2012, more than 90% of Florida’s, and approximately 10% of the nation’s, wild oyster harvest came from in the Bay. Harvest dropped dramatically beginning in 2013, leading the U.S. Department of Commerce to declare a federal fisheries disaster for Florida’s oyster industry.

Since 2013, FWC has taken a number of actions to aid in the recovery oysters in the Bay. However, despite management efforts, oyster abundance remains at historic lows and continues to decline every year. Of the thousands of acres of oyster reefs that FWC monitors, only a small portion are producing oysters that survive to adulthood, which negatively impacts reproductive success and natural recovery of the population.

In early 2020, FWC received funding through the National Fish and Wildlife Foundation for large-scale restoration and developing an adaptive oyster management plan for the Bay. Oyster restoration efforts in the Bay are being coordinated alongside several state agencies, universities, industry partners, and the local community. To maximize restoration and oyster recovery, and with support from industry, staff propose suspending all harvest of wild oysters in the Bay and prohibiting possession of wild oyster-harvesting equipment on the water through December 31, 2025. Staff will continue to work with the Apalachicola oyster industry to develop a management plan recognizing the cultural importance of wild oyster harvest and will return to discuss the future of the Apalachicola oyster fishery after restoration is complete.

Staff Recommendation:

Approval of the proposed draft rules and proactive implementation of the proposed conservation measures by Executive Order (EO), effective Aug. 1, 2020. Staff recommend returning for a final rule hearing at the October Commission meeting.

Staff Contact and/or Presenter:

Michael Norberg, Division of Marine Fisheries Management

FRANLIN COUNTY SHIP PROGRAM

7/7/2020

Hurricane Housing Recovery Program (HHRP)

Progress since the last report on January 7, 2020

We advertised in May for bids for the 8 new mobile home replacements and had the pre-bid meeting on June 3rd.

The bid opening was on June 17th. There were two bidders, Ironwood Mobile Homes of Perry and Wayne Frier Mobile Homes. Ironwood submitted two packages, one reflecting the bid specifications in bid package and one for a more basic home (**Standard Options Plus**). Ironwood won all 8 of the bids. (Clayton Homes also bid but we received the bid package at 3 pm and it was due at 1 pm. so they were not considered)

The Bids are as follows:

Margaret & Rocky Gay: 3 Bedroom, 2 bath singlewide.

Ironwood Bid: \$76,735 **Standard Option bid: \$64,826**

Wayne Frier: No bid

Also needs septic replaced, getting bids now.

David Burke: 2 Bedroom, 2 Bath singlewide

Ironwood Bid: \$63,450 **Standard Option Bid: \$42,800**

Wayne Frier: No Bid

Buddy Wayne Butler: 2 Bedroom, 2 Bath singlewide

Ironwood Bid: \$65,529.15 **Standard Option Bid: \$60,793.05** Does not include engineered foundation, if needed

Wayne Frier: No Bid

Also needs septic replaced, getting bids now.

Holly Taylor: 3 Bedroom, 2 Bath singlewide

Ironwood Bid: \$72,742 **Standard Option Bid: \$60,652**

Wayne Frier: \$83,971

Regina Tindell: 2 Bedroom, 2 Bath singlewide

Ironwood Bid: \$65,550 **Standard Option Bid: \$54,917**

Wayne Frier: \$75,735

Also needs septic replaced, getting bids now.

Joseph White: 2 Bedroom, 2 Bath singlewide

Ironwood: \$66,607 **Standard Option Bid: \$54,417**

Wayne Frier: \$75,735

David Wilson: 2 Bedroom, 2 Bath singlewide

Ironwood: \$65,250 **Standard Option Bid: \$54,517**

Wayne Frier: \$75,282

John Harris: 2 Bedroom, 2 Bath singlewide

Ironwood: \$66,600 **Standard Option Bid: \$55,517**

Wayne Frier: \$75,735

Also needs septic replaced, getting bids now.

Requested Action: Award 8 mobile home bids to Ironwood Homes of Perry at the Standard Options Plus prices and replace 4 septic systems (Butler, Tindall, Harris & Gay)

The home repairs are moving along slowly due to the COVID-19

State Housing Initiative Partnership (SHIP)

On Monday, Governor DeSantis vetoed the 2020-2021 fiscal year appropriation for the SHIP Program due to COVID-19.

We will continue to work on spending the 2019-2020 funds. Currently we can help two more applicants with down payment assistance funds and are working down the waiting list.

**Franklin County
Cares Act - Task Order**

Scope of Work:

The Management Experts (TME), LLC will work with the selected personnel to provide consulting services at the direction of Franklin County for the Cares Act Funding Agreement.

Tasks:

- Provide general grant management advice
- Assist in the preparation of a spending plan – the initial allocation of 25% and the remaining 75%
- Manage the overall Cares Act Program
- Develop computer base programs for grant funding to the community
- Prepare correspondence to & from State, as necessary
- Assist personnel in developing approach for filing and tracking costs
- Review contracts and purchasing documentation
- Assist personnel in preparing backup documentation
- Participate in conference calls with personnel and/or selected committees
- Provide procurement support
- Complete quarterly reports and close outs on all projects
- Ensure all documentation is kept according to the Treasury Guidance
- Provide other services upon request from Franklin County personnel

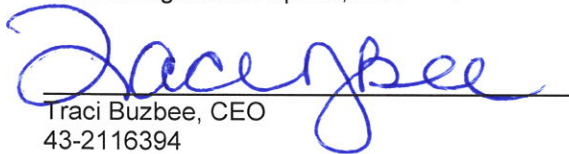
Payment Schedule:

Franklin County agrees to compensate The Management Experts (TME), LLC for all services performed by TME, LLC to implement the above listed activities for the Franklin County.

Total Funding will be no more than 5% of the total funds expended. Hourly rate sheet located in the General Services Contract.

IN WITNESS OF THE FOREGOING, the Parties have set their hands the day and year first written below.

The Management Experts, LLC

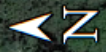


Traci Buzbee, CEO
43-2116394

Franklin County Board of County Commissioners

Noah Lockley, Chairman

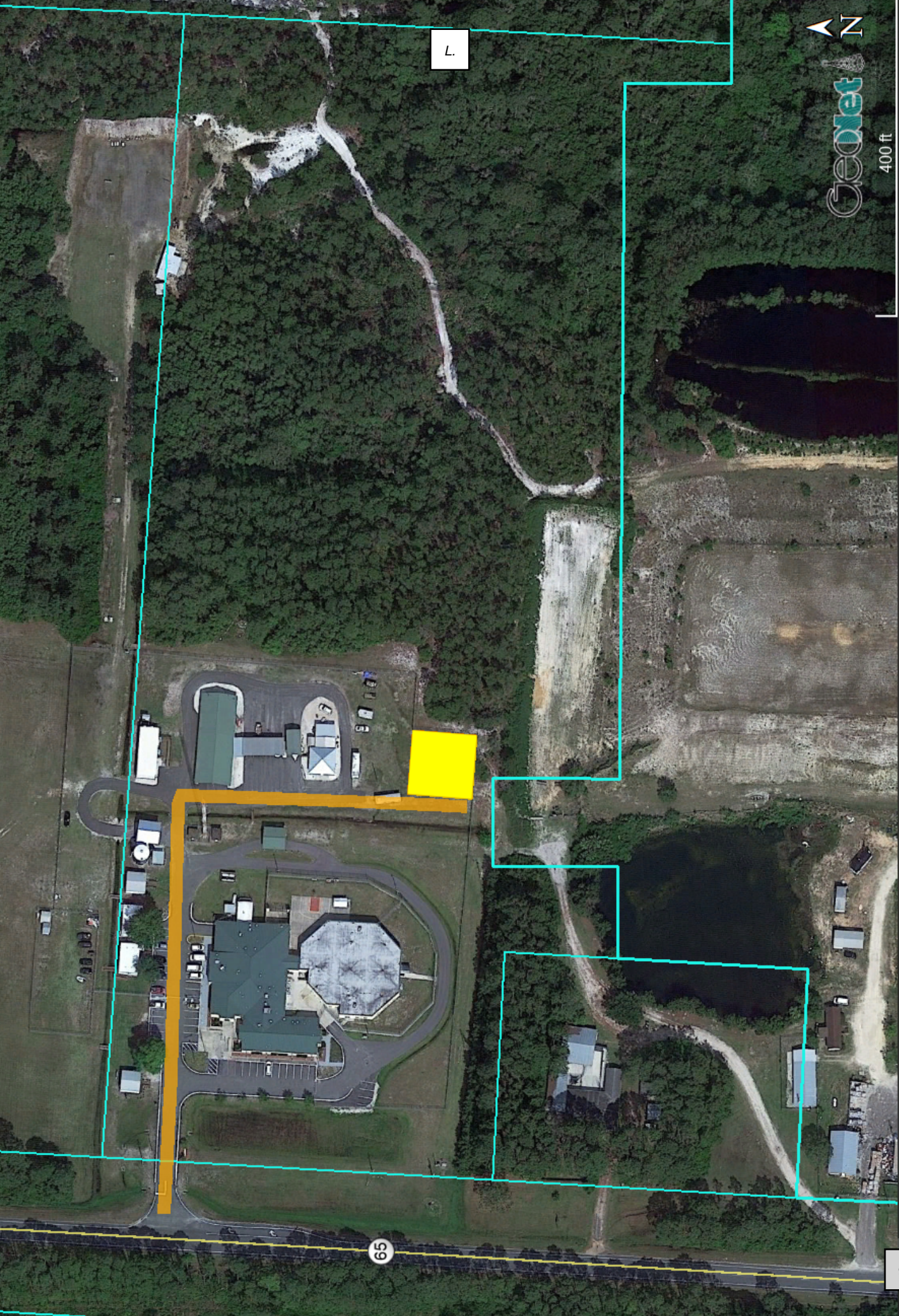
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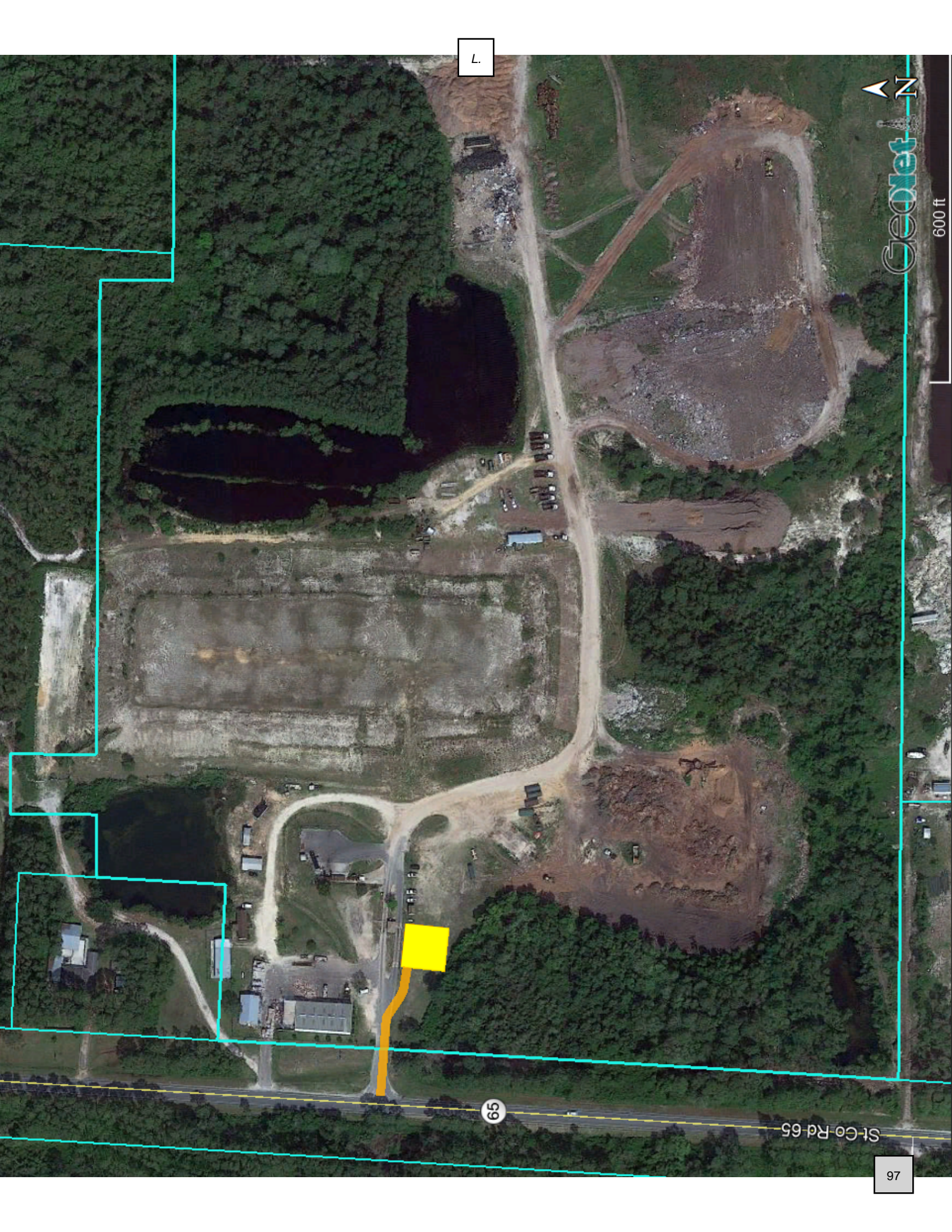
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