



Board of County Commissioners - Regular Meeting

Tuesday, February 15, 2022 at 9:00 am

**34 Forbes Street, COURTHOUSE ANNEX, COMMISSION
MEETING ROOM**

*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.***

Meeting Information

Effective May 4, 2021, the general public will be allowed in the commission meeting room for regular meetings. The Board of County Commissioners encourages the public to continue the use of the livestream link or Zoom. Those wanting to view the meeting can use the livestream link <https://facebook.com/forgottencoasttv/> or go to Forgotten Coast TV's Facebook Page. You do not need a Facebook account to view Facebook live. The livestream feed will promptly start 5 minutes before the meeting commences. Those wanting to participate virtually during the meeting should use the Zoom log-in/call-in information provided below. There is a link to a list of videos and Getting Started Resources on the main "Agenda and Minutes" webpage for those unfamiliar with Zoom. If you are experiencing any issues with the livestream or Zoom, call (850) 653-9783 option 3 or 2 for assistance.

To join Zoom via computer, use the link <https://us06web.zoom.us/j/86996009622> on the meeting date and time. If you do not have speakers or a microphone on your computer or prefer to call, you can dial in for audio. Call (301) 715-8592 or (312) 626- 6799 or (929) 205-6099 and enter ID number (869 9600 9622#). All attendees are muted by default.

If you would like to speak during the meeting in-person or via Zoom, you are required to complete the virtual speaker card

<https://www.franklincountyflorida.com/virtual-speaker-card/>. This card must be submitted to the County Commission Administrative Office prior to the start

of the meeting in order for you to speak during the meeting.

During "Public Comments" you may comment on a non-agenda item or a non-action item for up to 3-minutes when recognized by the Chairman.

You may also address the Commission on an agenda action item for one minute (which may change based on the number of speakers waiting to comment) during the meeting after a motion has been seconded and you are recognized by the Chairman.

*Once recognized by the Chairman, if you are on Zoom with a computer or smart device select the 'raise hand' icon. If you have dialed in to the meeting by phone press *9 to raise your hand, then *6 to unmute.*

Public engagement is important to us and use of Zoom for public participation is still a new process. We appreciate your understanding.

1. Call to Order

2. Prayer and Pledge

3. Approval of Minutes

4. Payment of County Bills

5. Special Project Coordinator - Alan Pierce - Update

Mr. Pierce will update the Board on the Eastpoint and 2-mile dredging projects.

6. Public Comments

This is an opportunity for the public to comment on a non-agenda or non-action agenda item. When you are recognized to be heard by the Chairman, please adhere to the 3-minute time limit.

Constitutional Officers

7. Clerk of Courts - Michele Maxwell - Report

Department Directors Reports

8. Superintendent of Roads and Bridges - Howard Nabors

a. Detail of Work Performed and Material Hauled by District (see attached documents)

9. Solid Waste Director - Fonda Davis

Informational Items

a. Right of Way Debris Pickup/Recycle Material Hauled (see attached report)

10. Emergency Management Director - Pam Brownell

Informational Items (see attached report)

11. Extension Office Director - Erik Lovestrand

Informational Items

General Extension Activities:

a. During this period, the Extension office assisted citizens on topics related to

hemispherical scale infestation on coontie palms, camellia scale treatment, interpreting soil test reports, providing information on burning permits, boxwood issues and more.

b. Extension staff continued in-house training regarding a new events planning software being adopted by the NW Extension District.

Sea Grant Extension:

c. Extension Director participated in another meeting of the Community Advisory Board for the ABSI project, being led by FSU.

d. Extension Director participated in another meeting of the SUNS working group to discuss potential nature-based projects to mitigate issues related to stormwater, erosion, and other coastal topics.

e. Extension Director participated in another meeting for a grant project funded by the TNC SOAR program to study nutrient removal capacity by aquacultured oysters.

4-H Youth Development:

f. Information and classroom materials went out to all teachers in the County for the annual 4-H Public Speaking Competition. The County-level competition will take place during March this year.

Family and Consumer Sciences:

g. Family Nutrition Program is partnering with the Capital Area Community Action group to provide adult nutrition classes at the Extension office.

h. Our Family Nutrition Program assistant continues providing nutrition programming in local schools.

Agriculture/Home Horticulture:

i. Extension Director conducted field visits in Apalachicola, St. George Island, Eastpoint and Lanark Village during this period to assist homeowners on various issues.

Other Reports

12. TDC Administrator - John Solomon

Action Item

a. On Wednesday February 9th the TDC Board approved to recommend awarding the second Museum Project Grant to the Camp Gordon Johnston Museum for their Replacement of the Columns on the front of the Raney House Museum project. They have requested \$25,000 for the project. This is a reimbursable grant and the project must be completed before reimbursement can be made if approved. The grant had been approved as acceptable by Mrs. Erin Griffith before the TDC board voted on recommending it to the Commission.

(Board Action Approve or Deny Grant Application)

Information Items:

b. The October 2021 collections were \$294,549.

c. The November 2021 collections for \$144,542.

13. Interim Airport Manager - Ted Mosteller

Informational Items

a) As reported last meeting--all Projects and issues addressed in previous meetings are still ongoing.

Note: John Collins is scheduled to update you at the March 1st Meeting.

b) The next quarterly Northwest Florida Region CFASPP (Continuing Florida Aviation System Planning Process) (FDOT) will be held on Thursday, March 3, at the Northwest Florida Beaches Intl. Airport.

c) FDOT sponsored Kimbley Horn meeting 09:00 February 17th at 09:00
--meeting concerning economic impact of the airport.

d) Duke Economic Development—Strategic Site Inventory meeting—February 17th at 13:00.

e) The FDOT has given a heads up that the next airport licensing inspection is up coming—to be scheduled before 4/30/2022.

f) Questions/Discussion

Presentations and Requests

14. Dewberry & Baker/Donelson - County Flood Map Update 10 a.m. (ET)

Planning and Zoning Adjustment Board Report

15. Critical Shoreline Applications

a. 55 South Bayshore Drive

Consideration of a request to construct a Single-Family pier and terminus located at 55 South Bayshore Drive, Lot 3 Spanish Oaks Subdivision, Eastpoint, Franklin County Florida. Request submitted by Garlick Environmental, agent for Brett Jones, applicant. Recommendation will be contingent upon State and Federal Permits.

Planning and Zoning Adjustment Board recommended approval

16. Commercial Site Plan Applications

a. 118 Oyster City Drive

Consideration of a request for Commercial Site Plan review of a 100'x80' commercial building on a 2.98 acre parcel located at 118 Oyster City Drive, Eastpoint, Franklin County Florida. Request submitted by Brian Jackson, agent for Bay and 98 LLC, applicant.

Planning and Zoning Adjustment Board recommends approval

County Staff & Attorney Reports

17. Fiscal Manager/Grants Coordinator - Erin Griffith

a. BOARD ACTION: County Equipment Auction Authorization - Additional Equipment
The county equipment auction will be held on Saturday, February 19th, at 9:00 a.m., at the Franklin County Road Department located at 376 Highway 65 in Eastpoint. There will be a chance for interested parties to preview the items the day before the auction if

interested – the Auction Flyer and the authorized list for disposal is attached to this report with the auctioneer’s contact information. The attached list of surplus equipment and vehicles will be the final additions for the auction.

Board action to approve the removal from inventory and authorize the sale of the attached list of surplus equipment at the upcoming auction on February 19th.

b. BOARD ACTION: Resolutions Authorizing SCOP and SCRAP Transportation Grant Applications

The attached resolutions authorize the three grant applications being submitted as part of the 2022 road grant cycle with the Florida Department of Transportation. The first resolution pertains to the widening and resurfacing of the southern portion of CR67 from Highway 98 north to State Forest Road 172, the second resolution pertains to the widening and resurfacing of the remaining 1.795 miles of CR30A which was excluded due to cost in the existing grant project, and the third resolution is for the remaining 1.156 miles of Mill Road which was not paved in 2016.

Board action to adopt the attached resolution authorizing the grant applications for the FDOT SCRAP and SCOP road grant programs.

c. BOARD ACTION: Authorize Acceptance FDOT Highway Beautification Grant Eastpoint Franklin County has received the attached Highway Beautification Grant from the Florida Department of Transportation. The Eastpoint Civic Association applied for the grant with full cooperation from Franklin County and will manage the day to day needs of the project. Franklin County will be responsible for advertising for bids, accounting, invoicing and reporting. The \$57,500 grant award will landscape areas along Highway 98 at the intersections of SR30 and SR65.

Board action to authorize the chairman to sign the attached grant agreement for the Eastpoint Highway Beautification Grant.

d. BOARD ACTION: FAA Airport Assistance ARPA Funds

As announced by the Secretary of Transportation on June 22, 2021, the Apalachicola Regional Airport is eligible for funds under the American Rescue Plan Act 2021 (Public Law 117-2) (ARPA). The purpose of these funds is to provide economic relief to airports in response to the COVID-19 pandemic.

These funds can be used for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments. Any airport development must be directly related to combating the spread of pathogens at the airport. The FAA is asking each airport to implement a face mask policy at any public use airport which receives ARPA funds. The attached poster is available at the CDC website. We are not aware of any enforcement requirements or any penalties for those who do not wear face coverings, but recommend the Board direct the FBO to post the attached poster from the CDC to serve as the grant required mask policy on site.

Board action to authorize the attached application for Federal Assistance SF-424 Form for FAA ARPA funds in the amount of \$22,000 and have the attached notice from the CDC posted at the FBO.

e. **BOARD ACTION: Final DRAFT Procurement Policy**

The DRAFT procurement policy was presented at the January 18th meeting. In the past month, several minor revisions to clarify processes have been incorporated into the draft policy. Attached is the final DRAFT procurement policy. The existing \$10,000 threshold in the 2012 policy has proven to be overly restrictive as \$10,000 in today's economy does not allow for departments to make repairs and purchases timely. The attached will change the formal bid solicitation threshold from \$10,000 to \$25,000. Purchases of \$25,000 or more will have to be properly advertised and awarded at a public meeting. Tiered purchases from \$10,000 to \$25,000 will require the informal solicitation of (3) quotes and approval by the County Coordinator or Fiscal Manager.

Board action to approve and adopt the attached DRAFT procurement policy.

f. **BOARD ACTION: Board authorization to advertise for construction bids Island View Park**

The engineering and construction specifications will be ready by the end of the month for the restoration of Island View Park. Island View Park opened as a new park in August of 2018. Just two months later, Hurricane Michael devastated the area and the park was almost completely destroyed. The construction of this park was handled directly by the various state agencies and upon completion Franklin County was responsible for the maintenance and operation of the park. The total estimated FEMA project cost for the restoration is \$1,325,471 which included an estimated \$421,000 in mitigation work to make the park more resilient to damage from future storms.

Some of the specified mitigation work will include the replacement of the solid composite decking on the terminal with flow through decking, the addition of stainless steel pipes inside the hollow composite handrail posts, replacement of the 2" mesh balusters with stainless steel balusters, parking lot repairs/resurfacing, the installation of 400 linear feet of 12' deep sheet piles along the waterside of the sidewalk and the replacement of 120 linear feet of block wall with a cast in place decorative wall.

Board action to authorize advertising for construction bids for the restoration of Island View Park.

g. **BOARD ACTION: Board authorization to advertise for construction bids Carrabelle Beach Wayside Park**

The engineering and construction specifications will be ready by the end of the month for the Carrabelle Beach Wayside Park Project. The project includes the restoration and preservation of the 14 picnic pavilions and restroom building. The exact mix of funding (Insurance Proceeds, Historical Grant Funding, TDC Sales Tax Beach Park Facility Funding) for this project will be undetermined until the construction bids are received.

Board action to authorize advertising for construction bids for the restoration of Carrabelle Beach Wayside Park.

18. County Coordinator - Michael Morón

Action Items

a. **Code Enforcement Update:** During a workshop on February 1st, the Board heard a summary report presentation on Code Enforcement from Apalachee Regional Planning

Council (ARPC). This report was based on a series of workshops held throughout the county, hosted by ARPC, with the intention of allowing public input on improving code enforcement in the county. That same week, Mr. Steve Paterson (Building Official) and I reviewed the report's list of the public's priority concerns and discovered that a majority of items apply to your Building Department or Zoning Office. Another issue to address is an improved process for complaints received by phone. What has been in place for years is a link on the county's website that allows to public to send complaints, concerns, and suggestions to your administrative office. Those emails are then forwarded to the appropriate department for review along with a reply email updating the sender. However, the process for phone call complaints is not as organized. Mr. Paterson and I are working on a plan that will centralize the complaint/concern/suggestion process that includes a change to the way that the Building Department and Zoning Office interacts and we believe this plan will address a majority of the concerns on the report's priority list. We will schedule meetings with each you in the upcoming days to discuss this plan. Does the Board have any specific issues for us to consider as we work on the plan?

Board Discussion

b. COA Striping Project: Commissioner Parrish was contacted about the possibility of partnering with the City of Apalachicola on a striping/re-striping project of parking spaces and crosswalks on some of the avenues in the downtown area, Riverfront Park, and the public parking lot on Avenue I. The city would like to complete this project before the influx of tourists into the county. The city received a \$10,000 quote for this project in August 2021 and Mr. Travis Wade, City Manager, is in the process of updating that quote. Commissioner Parrish is willing to reimburse the city for half the cost of the project up to \$7500, whichever is less, from District 4's paving funds. I will notify the Board as soon as the quote is updated.

Board action to authorize Commissioner Parrish to reimburse the City of Apalachicola, from District 4's paving funds, for the striping/re-striping of parking spaces and crosswalks in the downtown area, Riverfront Park, and the public parking lot on Avenue I project for half of the project cost up to \$7500, whichever is less.

Informational Items

c. New EOC: At your January 5, 2022 meeting, while discussing the new Emergency Operations Center design, Mrs. Pam Brownell your Emergency Management Director, submitted some changes to the design for consideration. Mr. Doug Shuler, project architect, reviewed Mrs. Brownell requested changes and incorporated those changes into the plan keeping the original 4,884 square feet footprint previously approved by the Board. With that information, I authorized Mr. Doug Shuler to proceed with the formal design. The Board will be updated as the project progresses.

d. Armory Renovation Update: At your last meeting Chairman Jones asked for an update on the Fort Coombs Armory fire sprinkler installation project. Mr. Mark Curenton stated "the advertisement for bids on the Fort Coombs Armory was published in the Apalachicola Times on Thursday, February 10. There will be a mandatory meeting for

prospective bidders on Tuesday, March 1, and bids will be opened on March 15. The architects anticipate that construction will take 5 months. This should put completion of the project around the beginning of September, depending on when the actual contract is signed with the builder.” I have been in contact with school district representatives, including the Superintendent, the State Fire Marshal’s Office, and the Armory project architect to coordinate the use of the Armory for the senior prom. I will keep the Board updated.

e. Lanark Village Violation: Attached to my report is a warning letter to a property owner in Lanark Village that moved a storage shed on their property without a permit. Besides not having a permit, the shed also violates the Lanark Village Special District regulations. The Board will be updated if further enforcement is needed.

19. County Attorney - Michael Shuler

Commissioners' Comments & Adjournment

20. Commissioners' Comments

21. Adjournment

In accordance with Section 286.0105, Florida Statutes, 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.

Contact: Michael Moron, County Coordinator (michael@franklincountyflorida.com (850) 653-9783 x 155) | Agenda published on 02/10/2022 at 3:31 PM

**FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING
COURTHOUSE ANNEX, COMMISSION MEETING ROOM
FEBRUARY 1, 2022
9:00 AM
MINUTES**

Commissioners Present: Ricky Jones-Chairman, Bert Boldt, II-Vice-Chairman, Noah Lockley, Joseph Parrish, Jessica V. Ward

Others Present: Michele Maxwell-Clerk of Court, Michael Shuler-County Attorney, Michael Moron—County Coordinator, and Jessica Gay-Deputy Clerk to the Board

1. Call to Order

Chairman Jones called the meeting to order.

2. Prayer and Pledge

Chairman Jones led the Board in prayer followed by the Pledge of Allegiance.

3. Approval of Minutes

On a motion by Commissioner Lockley, seconded by Commissioner Parrish, and by a unanimous vote of the Board present, the Board approved the minutes from the Regular Meeting 1/18/2022. Motion carried 5-0.

4. Payment of County Bills

On a motion by Commissioner Ward, seconded by Commissioner Boldt, and by a unanimous vote of the Board present, the Board approved the payment of the February 1, 2022 - Bill List. Motion carried 5-0.

5. Special Project Coordinator – Alan Pierce – Update

Mr. Pierce updated the Board on the dredging projects. He said that it is possible the Corps is already in the area, but he is not sure if it is the crew that will be dredging the channels. The Corps has received funds to dredge the intercoastal and once they are finished, they will begin out projects. The Two-Mile disposal area has to be monitored by bird management; the Corps is interested in taking over this responsibility. There might be a need for short-term financing. Mrs. Griffith has sent out letters to Peoples South and Centennial Bank. She will send it to the other area bank also. Hopefully, the Consortium will be sitting on go to send over the money, but if a loan is needed it should be short-term. Chairman Jones said he does know that they are dredging but he is not sure if it is the ones doing our work. Mr. Pierce said that he will give them a call as soon as the time is appropriate and update the Board.

6. Public Comments

There were no requests for public comments.

Constitutional Officers

7. Clerk of Courts – Michele Maxwell – Report

Clerk Maxwell informed the Board that Kofile picked up the records for Phase I. She said that we are still waiting to hear from Ms. Buzbee on an answer as to the ARP funds. Mr. Moron said that she is probably waiting on the April 15th final rules to come out since the scanning of the files is not directly related to Covid. Chairman Jones said the final rule has already been made and it is his understanding that we can designate whether to use the final rule or interim rule. Chairman Jones asked Mr. Moron to follow up with Ms. Buzbee to see if we can designate the final rule and move forward. The county has received \$1.7 million and will receive an additional \$1.7 million in one year from the initial deposit. The funds are based on population. Mr. Moron said there is a different set of rules if you are getting less than \$10 million. Clerk Maxwell said the amount needed for the records to be scanned is a total of \$192k. \$82K has been paid through the CARES money. This will be a complete scanning of all official records but does not include coast records. The very first record dates back to the 1800s. Commissioner Boldt said that scanning of the records allows word search capability and will be available on the Clerk's website.

Department Directors Reports

8. Superintendent of Roads and Bridges – Howard Nabors

Informational Item

a. Detail of work performed, and material hauled by district (see attached documents)

Mr. Nabors noted that they have not had inmate labor for the past couple of weeks due to lockdowns. He reported that the Womack Creek Bridge would need emergency repairs or have to be closed. Chairman Jones asked about the contract with FDOT through a local current contractor, talked about redoing the contract for what we do in Eastpoint. Mr. Nabors will have it ready for the next meeting and it involves inmate labor. Mr. Nabors said the contract has been expired for 10+ years. This is something we can talk about at the next meeting.

Mr. Moron said what we are looking for with the Womack Creek Bridge is the Board to make a motion to declare that the situation is an emergency and do some temporary repairs. There is a grant for construction coming in 2023, but we can't wait that long. DOT said we have to do something now or face possible closure. We need to do something ASAP. Mr. Moron said he is going to ask Clay if he can get an estimate to see what it would cost. Clay said he called two different contractors but wasn't able to get in touch with one. Clay said the west headwall is separated and leaning toward the body of water to the west. It is recommended to install temporary sheet piling. We could get a local contractor to drive some temporary sheet pile to hold it in place. The contract before the board is the design of replacement of headwalls, but the construction money won't come through until next year. We need to do something temporary to keep the road open. Mr. Moron asked the Board to raise the bid requirement to \$25K from \$10K and authorize up to \$25K for the repairs. Attorney Shuler asked Clay if an authorization up to \$25K would be sufficient to make the temporary repairs. Clay said that he believes so but with the way

construction costs have been he cannot guarantee. Attorney Shuler said based on the facts presented he believes there is a basis for a declaration of a state of emergency to make the repairs if more than \$10K but less than \$25K. He recommended the Board adopt a motion declaring an emergency, authorizing the repairs up to \$25K. **Commissioner Boldt made a motion declaring an emergency, authorizing the repairs up to \$25K, declaring an emergency, authorizing the repairs up to \$25K, and putting up safety traffic signage in the area. Commissioner Ward seconded the motion. Motion carried 5-0.**

Commissioner Ward thanked Mr. Nabors for getting the signage out on Ryan Drive to warn drivers of road conditions. Commissioner Boldt asked if we could consider putting out safety signage on Route 30 and Hwy 98, possibly barricades and signage temporarily. Mr. Nabors said that he checked it, and the barricades were there but someone had put them in the bushes. He replaced them and made sure the lighting was working.

9. Solid Waste Director – Fonda Davis
Informational Items

a. New Hires and Replacement Position: - Mark Custer has been hired for the replacement Equipment Operator position in Solid Waste. Our new hire employees are Mackenzie Wilson for Equipment Operator Solid Waste and Keondre' Sewell for Groundkeeper Inmate Supervisor Park and Recreation.

b. Right-of-Way Debris Pickup/Recycled Material (see attached report)

Commissioner Ward said she would like to dedicate something at Vrooman Park in memory of Charlie Cate Odom. She said that she had talked with Mrs. Morgan Thompson along with other parents, and they would like to dedicate the playground area in her memory. **Commissioner Ward made a motion to approve dedicating the playground at Vrooman Park in memory of Charlie Cate Odom, seconded by Commissioner Parrish.** Chairman Jones said he felt this was very appropriate. Commissioner Ward noted that Mrs. Amy Ham-Kelly is designing the sign. **Motion carried 5-0.**

Commissioner Boldt inquired about the fencing area at Lanark Village and if the purpose of the fenced-in area is to keep Oak Street clear of all of that. He asked if it is appropriate for property owners to put their vegetation in front of their homes for it to be picked up. Mr. Davis noted that the apartments are congested, and they need to use a central location.

Mrs. Griffith addressed the following from her report at this time.

i. **BOARD ACTION: Landfill Permit Renewal Task Order**
The 5-year operating permit renewal for the Franklin County Landfill is due on February 28th – Dewberry Engineers has submitted a cost proposal for the renewal of \$37,400. The landfill has been in operation since 1989. The largest component of the permit renewal is the surveying of the volume of waste in the Franklin County Landfill as the permit is based on aerial space at a certain slope to a maximum height limit. The overwhelming volume of debris that was processed in the aftermath of Hurricane Michael may significantly reduce the remaining years of life at the landfill and from this permit renewal, the county can use the data going forward to determine a long-term plan for the future.

Board action to approve the Dewberry Proposal for the landfill permit renewal.

On a motion by Commissioner Lockley, seconded by Commissioner Boldt, and by a unanimous vote of the Board present, the Board approved the Dewberry Proposal for the landfill permit renewal. Motion carried 5-0.

j. Board information: SGI Old Restroom Building at Lighthouse Park

At your last meeting, Parks and Recreation Director Fonda Davis mentioned coming back to the Board with a plan for the old restrooms at the SGI Lighthouse Park. After careful review and consideration of expenses and demands at the park location, Mr. Davis would prefer to keep the old restroom building as an auxiliary restroom to be used during the peak season of March 1st through September 30th of each year. The old restroom building does have some issues with clogged drains, wood rot in the floor and will need the full replacement of the drain field at a cost of \$9,000 to be ready for use this season. Mr. Davis feels the public would be best served preserving the old location. Parks and Recreation can fund the repairs in this fiscal year to keep the restrooms operational, however, any renovations beyond basic repair would not be possible until the following budget cycle. It has also come to the county's attention about the poor condition of the existing playground set at Lighthouse Park. A FRDAP grant application has been submitted for new inclusive playground equipment and the application has made it to the recommended funding priority list. Mr. Davis is going to look at the existing playground to see if any resurfacing or sealant can be applied to make sure the existing set is still safe to use prior to the construction of the new playground if approved.

Chairman Jones said he would be happy to present the request to the TDC board, and there are funds. Chairman Jones said as to the playground it is better to have it taped off than an injury. Mrs. Griffith noted that the playground was replaced in 2015. Commissioner Parrish asked if there were different types of playground equipment that would hold up longer. Mrs. Griffith said she can research other types of materials. Chairman Jones suggested looking into plastic. Commissioner Lockley asked if it would be more feasible to take the playground equipment down rather than taping it off. Mr. Davis said it does seem best to take it down. Commissioner Lockley expressed concerns that the tape may not deter kids from getting on it. Chairman Jones said if it is not usable it is a safety issue. Attorney Shuler suggested putting up some fence webbing until the equipment can be taken down. Commissioner Parrish asked if there could be a sign put up informing the public that new equipment is coming soon. Commissioner Boldt noted that he would like Mr. Davis to look into adding diaper changing stations in the old restrooms. Mr. Davis said he will check into it.

10. Emergency Management Director – Pam Brownell

Informational Items

a. EOC Staff are attending FEPA Annual in Walton County on 01/30/2022-02/04/2022. Staff will be attending the following courses:

Pam/Jennifer – are registered for the F-ROC Cat A seminar F-ROC Cat B seminar. Amanda – registered for the Fundamentals of an EM Professional. All three of us are registered for FL-608- Emergency Work Eligibility training and the operation “Shot in the Dark” tabletop exercise.

- b. Jennifer Daniels attended the FEPA Certification Committee Meeting at FEPA Annual on 01/30/2022. She is a member of the Certification Committee. She is also the Region 2 Alt. Area Governor for the FEPA organization.
- c. 01/24/2022 Completed the Monthly Required IPAWS Training.
- d. 01/24/2022 Completed the required EMPA, EMPG, and EMPG – ARPA quarterly report.
- e. 01/21/2022 Attended the Virtual HLMP Meeting with FDEM. Per FDEM – An extension letter was submitted to FDEM to allow for unforeseen work to be completed on 2 HLMP Project homes to ensure compliance and reimbursement.
- f. 01/21/2022 Attended the Virtual FEPA County EM Director’s Working Group Meeting.
- g. 01/13/2022 Attended the Webinar/Training Hydrology 101 Basic Refresher.
- h. EOC staff are updating the logistics plan including the Emergency Fuel Plan.
- i. EOC Staff are updating our Templates for Public Messaging.
- j. EOC Staff is in the planning process for a Build a Disaster Bucket Event. This event will be used to educate residents on how to better prepare for a disaster. This Event will in part be made possible by the Duke Energy grant in the amount of \$10,000 received by FCEM.
- k. EOC Staff are in the review process of the Comprehensive Emergency Management Plans for Weems Hospital and St. James Bay Rehab.
- l. EOC will be hosting a G-205 Recovery from Disaster: The Local Government Role 06/21/22-06/24/22. Scheduled Class and Emailed County and City officials inviting them to register and attend.
- m. EOC will be hosting an L105 PIO (Public Information Officer) Class 04/04/22-04/07/22. Scheduled Class and Emailed County and City officials inviting them to register and attend.
- n. 01/21/22 Contacted American Reg Cross regarding the fire on Wilderness Road. Requested a team be deployed to assist family members.
- o. 01/24/22 5 City of Apalachicola Employee IDs were made as requested.
- p. 01/21/22 5 Message Board signs were brought back to the EOC for scheduled maintenance.
- q. 01/21/22 Completed the IPP (4-year training plan) for FCEM.
- r. With COVID cases rising again in Franklin County, we are taking this opportunity to remind residents that EOC Staff continues to update our Kiosks located throughout Franklin County with COVID Information along with Preparedness information for storms and disasters.
KIOSK LOCATIONS:
Carrabelle – Franklin County Courthouse Carrabelle Annex Carrabelle Chamber of Commerce
Eastpoint – Carquest
Apalachicola – Franklin County Emergency Management Apalachicola Chamber of Commerce
Apalachicola Post Office
- s. 01/20/22 Posted information regarding COVID Home Test Kits to social media and Kiosks for the public to request.
- t. EOC Staff attended the FDOH Weekly Update call on 01/19/22.
- u. Sent out emails regarding CPR/First Aid Class being hosted at FCEM. Emails were sent to county officials and directors.
- v. 01/21/22 Updated LMS Working Group Contact list including email address.
- w. 01/21/22 Completed the Annual LMS updates including 27P-22.004 form for Annual Compliance.
- x. In the process of scheduling aG-2300 Intermediate Emergency Operations Center Functions class to be hosted at FCEM in April. Will email invite to register as soon as instructor dates are confirmed.

- y. Reviewed the FEPA Legislative update for information pertaining to Emergency Management and FCEM Funding.
- z. Scheduled FCEM for attendance at EM Day at the Capitol on February 10th.
 - aa. Reviewed and updated county Contacts in SharePoint as required by EMPA/EMPG grants.
 - bb. EOC Staff attended the FDOH Weekly Update call on 01/19/22.
 - cc. 01/24/2022 and 01/27/2022 EOC hosted a CPR Class presented by EMS Director Lewis.
 - dd. EOC Staff are verifying our SERT Emergency Sites including Disaster Recover Center's, County Staging Areas, County Points of Distribution, Sandbag Distribution Locations, etc.
 - ee. Contacted Howard regarding dumping sand at Sandbag Distribution Locations. Contacted FCSD regarding inmates filling sandbags.
 - ff. EOC Staff are in the planning process for a WebEOC training for all persons who work the EOC during a disaster. This training will allow for ease of use of the WebEOC software during an event. Notices for this training will be sent out very soon.
 - gg. EOC Staff are updating standard use forms for use during events/disasters.
 - hh. 01/26/2022 Attended the FDOH Weekly update Virtual meeting.
 - ii. 01/26/2022 Took F250 To FCSD to have it cleaned for trip to FEPA.
 - jj. 01/27/2022 Attended the Virtual Partner Planning Briefing with National Weather Service Tallahassee.
 - kk. Updating Contacts and the EOC Notification Directory.
 - ll. Contacted Varner Plumbing regarding on-demand hot water heater not producing adequate hot water. May need to be replaced.
 - mm. 01/27/2022 Made adjustment to EMPA Report per Teresa with FDEM.
 - nn. Programmed and placed message board in Eastpoint for the Cooper Family Benefit.

Commissioner Lockley asked about the smoke detectors and advertisements. Mrs. Brownell said they will send out some flyers and put a notice at the post office. Commissioner Boldt said he has noticed that the fire department at Alligator Point is standing by to install the smoke detectors. Commissioner Boldt said he thought they should be distributed door to door and ask people to enter their homes to install them. **Commissioner Boldt made a motion to request that the volunteer fire departments initiate a program to take the smoke detectors that have been provided in the county, distribute them actively to residents and vulnerable people in our county who need active fire detectors in their homes. Seconded by Commissioner Lockley.** Commissioner Parrish said he agrees with the thought, but he is worried about liability. If they aren't installed correctly then would the fire department be liable? Attorney Shuler suggested the Board hold off and let Mr. Moron speak with the fire chiefs to get some input from them. There is a plan in place for the supply and distribution of the smoke detectors. **Commissioner Boldt withdrew his motion, Commissioner Lockley seconded.**

Mrs. Griffith presented the following items from her report at this time.

- d. BOARD ACTION: Hazard Mitigation Grant Program Agreement – Generators Franklin County has received a FEMA Hazard Mitigation Program grant agreement for the purchase of generators at strategic response locations: Franklin County EOC, Apalachicola Regional Airport

(2), Weems East Medical Clinic, Weems Hospital, and the Franklin County Courthouse (portable). The match for the surface-mounted, hard-wired generators will be funded by a grant provided by the Department of Economic Opportunity. The match for the portable trailer generator unit for the Courthouse will be funded by the Courthouse Maintenance budget. Board action to approve and authorize the chairman to sign the attached HMGP Generator Grant Agreement.

On a motion by Commissioner Parrish, seconded by Commissioner Ward and Commissioner Lockley, and by a unanimous vote of the Board present, the Board approved and authorized the Chairman to sign the attached HMGP Generator Grant Agreement. Motion carried 5-0.

e. BOARD ACTION: Time Extension Hurricane Loss Mitigation Program Franklin County has received a modification to the agreement for the Hurricane Loss Mitigation Program between the Division of Emergency Management and Franklin County. All funds have already been obligated in this project. The attached modification simply extends the expiration date of the project from December 31st to June 30, 2022.

Board action to approve and authorize the chairman to sign the attached Hurricane Loss Mitigation Program modification to agreement.

Commissioner Parrish asked what the modifications were. Mrs. Griffith said it extends the time for inspections needed not additional houses. **On a motion by Commissioner Ward, seconded by Commissioner Boldt, to approve and authorize the Chairman to sign the attached Hurricane Loss Mitigation Program modification to agreement.** Commissioner Lockley inquired as to where the houses were located. Mrs. Brownell said they were equally distributed among the area, and that most were done in Apalachicola. Mrs. Brownell noted that the program has ended, and legislation decided not to fund it this year. **Motion carried 5-0.**

Chairman Jones inquired about the hours for Item M. Mrs. Brownell said it will be a three-day class from 8-5. Their office will put out the information closer to time. Mrs. Brownell explained that the class would provide you with the skills to be a public speaker in whatever entity you are representing. She said there is space for 30 people. EOC is paying for the class and limiting it to Franklin County at this time. Mr. Moron suggested Mrs. Brownell push the information out to the constitutional offices.

11. Extension Office Director – Erik Lovestrand

Informational Items

General Extension Activities:

a. During this period, the Extension office assisted citizens on topics related to black bear damage to banana trees, insect pest identification, tree health, camellia scale problems and treatment, and more.

b. Extension staff continued training regarding new events planning software being adopted by the NW Extension District.

Sea Grant Extension:

c. Extension Director participated in another meeting of the Community Advisory Board for the ABSI project, being led by FSU.

d. Extension Director participated in another meeting of the SUNS working group to discuss potential nature-based projects to mitigate issues related to stormwater, erosion, and other coastal topics.

e. Extension Director participated in another meeting for a grant project funded by the TNC SOAR program to study nutrient removal capacity by aquacultured oysters.

4-H Youth Development:

f. The shooting sports archery club continues to meet and practice twice monthly.

Family and Consumer Sciences:

g. Our Family Nutrition Program assistant continues providing nutrition programming in local schools.

Agriculture/Home Horticulture:

h. Extension Director and several Master Gardener Volunteers participated in the Apalachicola Arbor Day event this year. Trees provided by the Florida Forest Service were given away and Extension staff was on-hand to answer people's questions and provide general planting and care information.

12. Library Director – Whitney Roundtree

Action Items

a. Requesting permission to close the libraries on Monday, February 7th, 2022, for Wilderness Coast's Staff Development Day at the Wakulla Lodge. This is an annual event hosted by Wilderness Coast Public Libraries to help employees hone their skills, re-establish relationships with their co-workers and ignite new interest in projects and goals. Closing early will be open 9-1 p.m.

On a motion by Commissioner Parrish, seconded by Commissioner Ward and Commissioner Boldt, and by a unanimous vote of the Board present, the Board approved the request to close the libraries at 1:00 p.m. on Monday, February 7th, 2022, for Wilderness Coast Staff Development Day at the Wakulla Lodge. Motion carried 5-0.

b. Requesting signature for the Certification of Hours, Free Library Service, and Access to Materials for the Florida Department of State Division of Library and Information Services State Aid to Libraries Grant Application.

On a motion by Commissioner Ward, seconded by Commissioner Boldt, and by a unanimous vote of the Board present, the Board authorized the Chairman's signature on the Certification of Hours, Free Library Service, and Access to Materials for the Florida Department of State Division of Library and Information Services State Aid to Libraries Grant Application. Motion carried 5-0.

Informational Items

c. Friends of the Library will sponsor the Carrabelle Annual Book, Soup, and Bread sale on Saturday, February 19th at 10:00 AM. All soup and bread donors can drop their donations off starting at 9:00 AM. All proceeds benefit the continuing services of the Franklin County Public Library.

d. We've partnered with the Department of Children and Families to have a Care Navigator on site at Franklin County Public Library branches beginning January 5th! What's a Care Navigator? As part of Hope Florida – A Pathway to Prosperity, Care

Ribbon cutting for the new gazebo will be on February 10th at 4 p.m.

Chairman Jones asked about the Music as a Second Language Program. Ms. Roundtree said she is working on it and has to talk to the teachers to see if they are okay with in-person lessons. We may have to move to virtual lessons. Chairman Jones said this is really a good program. Mr. Moron asked if they would be having any programs to assist with tax preparations. Ms. Roundtree said that AARP isn't doing it this year. She did have a lady reach out to her that may be interested in offering some assistance. Mr. Moron asked for Ms. Roundtree to provide him with the information, and he will put it out on the website.

Navigators provide one-on-one support to develop an individualized plan to help customers achieve economic self-sufficiency.

Hours

Carrabelle Branch Wednesdays 9 a.m. – 4 p.m. Eastpoint Branch Thursdays 9 a.m. – 4 p.m.

Library Events:

Franklin County Public Library Eastpoint Branch 160 Hickory Dip Rd

Eastpoint

(850) 670-8151

- February 1st- STEAM (ages 6-9) at 4:00pm. This is a program that teaches children about Science, Technology, Engineering, Arts, and Math. There will be a lesson on one of these topics and a craft or project.
- February 8th – Diabetes Awareness at 10:00 am-11:00 am. This is a monthly program that you can come to and have all your questions answered about Diabetes from a trained professional. John is here to answer any questions you may have. No appointment is needed, and this is a free program.
- February 8th– Book Chat at 1:30 pm. This is a monthly group that meets to discuss the current books they have been reading or maybe interested in reading. There is no set book for this group; the book of choice is up to the individual.

- February 8th & 22nd - Storytime- 4:00pm. Come to the library and listen to a story read by a member of our staff followed by a craft that the children can take home.
- February 15th - STEAM (ages 10-13) at 4:00 pm. This is a program that teaches children about Science, Technology, Engineering, Arts, and Math. There will be a lesson on one of these topics and a craft or project.
- February 16th - Writers forum at 1:00 pm. Interested in becoming a writer? This group meets once a month to discuss new ideas and learn useful tips from local author, Dawn Radford.

Franklin County Public Library Carrabelle Branch 311 St. James Ave. SE
Carrabelle (850) 697-2366

- February 4th- Book Chat at 1:30 pm. This is a monthly group that meets to discuss the current books they have been reading or maybe interested in reading. There is no set book for this group; the book of choice is up to the individual.
- February 3rd & 17th- Maker Space at 4:00 pm. This is a group of kids who meet to learn how to build and design different things and learn about different topics, like science and art.
- February 5th, 12th, 19th & 26th - Plant Clinic at 11:00am-1:00pm. This program is hosted by the Franklin County Master Gardeners. If you have any concerns or questions about your garden and plants this is the place to find the answers.
- February 8th- Anime Club-4:00pm. This group meets once a month to discuss new events and their favorite anime characters, books, and more. It is a great way to meet others who share the love of anime and to make new friends.

Other Reports

13. Interim Airport Manager – Ted Mosteller

Informational Items

- Update on meeting with John Collins
- All projects and issues addressed in previous meetings are still ongoing
- Questions/Discussion

Mr. Moron presented the following item from his report at this time.

Action Items

- Airport Grant Extension: In order to combine current FDOT funds

which expire on June 30, 2022, with upcoming FAA funds that won't be available until June/July 2022, for an apron rehabilitation project at the Airport, AVCON, on behalf of the County, applied for an Amendment for Extension of Public Transportation Grant Agreement so that one construction contract could be issued to complete the work and so the FDOT funds could be used to fulfill the 10% match requirement for the FAA funds. FDOT sent that agreement yesterday for Board approval. Board action to authorize the Chairman's signature on the Grant Agreement Amendment to extend the FDOT funds.

On a motion by Commissioner Lockley, seconded by Commissioner Boldt, and by a unanimous vote of the Board present, the Board authorized the Chairman's signature on the Grant Agreement Amendment to extend the FDOT funds. Motion carried 5-0.

Mr. Moron said there is a lot going on at the airport and Mr. Collins is going to start giving the Board an update every few months.

Presentations and Requests

14. Kwentin Eastberg – ARPC – Request

Mr. Eastberg would like to address the board about the Florida Department of Transportation's – Transportation Regional Incentive Program (TRIP) and discuss re-establishing a Regional Transportation Area that was previously in existence over a decade ago. There exists an agreement between Calhoun-Gulf-Jackson counties, and also an agreement between Franklin-Liberty counties. This proposed agreement seeks to combine both areas into an interconnected Region across multiple contiguous counties and has the potential to allow counties to apply for regional transportation projects.

A quick fact sheet was presented and the details are listed below.

What is it?

The Transportation Regional Incentive Program (TRIP) was created as part of major Growth Management legislation enacted during the 2005 Legislative Session (SB 360). The purpose of the program is to encourage regional planning by providing state matching funds for improvements to regionally significant transportation facilities identified and prioritized by regional partners.

Who is eligible to participate in the program? Eligible partners are shown in the chart on the right. These partners must form a regional transportation area, pursuant to an interlocal agreement, and develop a regional transportation plan that identifies and prioritizes regionally significant facilities.

You mentioned an interlocal agreement. What does the interlocal agreement have to include?

To qualify for TRIP funding, partners must sign an interlocal agreement that:

- includes development of the regional transportation plan
- delineates the boundaries of the regional transportation area
- provides the duration of the agreement and how it may be changed

- describes the planning process, and defines a dispute resolution process
- Is there a local match required?

Yes. TRIP funds are to be used to match local or regional funds up to 50% of the total project costs for public transportation projects. In-kind matches such as right-of-way donations and private funds made available to the regional partners are also allowed. Federal funds attributable to urbanized areas over 200,000 in population may also be used for the local/regional match.

Eligible Partners

- Two or more contiguous MPOs
- One or more MPOs and one or more contiguous counties that are not members of a MPO
- A multi-county regional transportation authority created by or pursuant to law
- Two or more contiguous counties that are not members of a MPO
- MPOs comprised of three or more counties

Is this a grant program like CIGP?

No. TRIP is not a grant program like the County Incentive Grant Program (CIGP). It is a matching program designed to leverage investments in regionally-significant road and public transportation projects. Regional partners submit a prioritized list of projects, identified in a regional transportation plan, to the Florida Department of Transportation (FDOT) District

(see map on reverse). The FDOT District then selects projects for inclusion in the 5-year work program. Please note the Department may not program a project using TRIP funds unless the project meets the requirements of Section 339.2819, F.S.

What is the source of TRIP funding?

TRIP is funded as specified in 201.15 F.S. and the State Transportation Trust Fund.

How much money will my area get?

TRIP funds are distributed to the FDOT Districts based on a statutory formula of equal parts population and fuel tax collections. See the reverse side for a list of FDOT District TRIP contacts.

Are there any eligibility criteria for TRIP projects?

Yes. Projects to be funded through TRIP must, at a minimum:

- Serve national, statewide or regional functions and functions as part of an integrated transportation system,
- Be identified in the capital improvements element of the appropriate local government comprehensive plan that is in compliance with Part II, Chapter 163, F.S.,
- Be included in the MPO LRTP, the STIP, TIP and consistent with the local government comprehensive plan,
- Be consistent with the Strategic Intermodal System (SIS) developed under Section 339.64, F.S.,
- Be in compliance with local corridor management policies adopted in the applicable local government comprehensive plan, and
- Have commitment of local, regional, or private matching funds.

Projects funded under TRIP will be included in the Department's adopted work program developed pursuant to Section 339.135, F.S.

Does the Department give priority to certain types of projects?

Yes. As provided by law, the Department will give priority to projects that do the following:

- Provide connectivity to the Strategic Intermodal System,
- Support economic development and goods movement in rural areas of critical economic concern,
- Are subject to local ordinances that establish corridor management techniques,
- Improve connectivity between military installations and the Strategic Highway Network or the Strategic Rail Corridor Network and
- The extent to which local matching funds are available to be committed to the project.

Chairman Jones said from serving on the ARPC board, he believes this is something we need because we aren't a part of a regional transportation project. He said he believes it is a step in the right direction for us. He is happy that DOT is about to start on the road between Eastpoint and Carrabelle. He hopes that going forward having this in place will help. Mr. Eastburg said once the agreement is signed; staff will have to create a transportation plan. The projects don't have to be cross-county, it just has to serve the goals of the program. Mr. Moron asked about the airport, and if the project might be able to get creative on special projects.

Commissioner Boldt made a motion to approve the proposed agreement which seeks to combine both areas into an interconnected Region across multiple contiguous counties allowing the potential for counties to apply for regional transportation projects. Commissioner Ward seconded the motion.

Commissioner Lockley asked which county included in the project was the largest. Mr. Eastburg said according to the size he would think Jackson but as to population, he is unsure. Mr. Pierce said he would think Gulf County would have more people. Commissioner Lockley said that a four-lane highway is needed up Hwy 65. **Motion carried 5-0.**

Mr. Eastburg asked if the board would like to go ahead and appoint someone to the committee. **Commissioner Parrish made a motion to nominate Chairman Jones and Commissioner Boldt as the alternative. Seconded by Commissioner Lockley. Motion carried 5-0.**

The Board recessed at 10:17 a.m. and reconvened at 10:32 a.m.

County Staff and Attorney Reports

15. Fiscal Manager/Grants Coordinator – Erin Griffith

- a. **BOARD ACTION:** SCOP Womack Creek Culvert Permanent Repairs Design Franklin County received a SCOP grant agreement from the Florida Department of Transportation for Phase I of the Womack Creek Culvert Repairs on CR67. This phase entails the survey, design, permitting, and development of the construction plans, specifications, and bid documents

for the construction of new headwalls, cleaning and repairs of the arch corrugated metal pipes, and the addition of barrier walls to replace the guardrails over the culvert. As Franklin County follows the Consultants' Competitive Negotiation Act (F.S. 287.055) in selecting engineering firms for design improvements, the ongoing county engineering contract with Dewberry and Florida Statute 287.055 allows for the county to negotiate with the contracted engineer for the CR67 Womack Creek Repairs. Staff negotiated with Dewberry and recommended accepting the attached \$108,189.00 proposal.

Board action to approve the attached proposal and authorize the chairman to sign.

On a motion by Commissioner Boldt, seconded by Commissioner Ward, and by a unanimous vote of the Board present, the Board approved the attached proposal from Dewberry and authorize the Chairman to sign. Motion carried 5-0.

b. BOARD ACTION: Construction Contract Addendums for FEMA Funded Recovery In 2021, Franklin County entered into construction contracts for the FEMA funded repairs of Alligator Drive (Anderson Columbia), the Eastpoint Fishing Pier Washout Repairs (North Florida Construction), and the repairs of the C30 Washouts (Pigott Asphalt and Sitework). Per FEMA policy and guidelines, the attached contract addendum incorporates the required provisions and terms which are to be included in all contractual agreements for services in connection with the response and recovery effort from an emergency disaster event. This agreement addendum and its provisions were adhered to during the activation of the contract even though not on the original executed contract before the disaster between the contractors and the County.

Board action to formally approve the Addendum to Agreement between Owner and Contractor for Construction Contracts with Anderson Columbia, North Florida Construction and Pigott Asphalt and Sitework for FEMA funded repairs and authorize the chairman to sign.

On a motion by Commissioner Parrish, seconded by Commissioner Boldt, to formally approve the Addendum to Agreement between Owner and Contractor for Construction Contracts with Anderson Columbia, North Florida Construction and Pigott Asphalt and Sitework for FEMA funded repairs and authorize the chairman to sign.

Commissioner Lockley asked how long it will take. Mrs. Griffith said the Alligator Drive project should be final in April, C30 should be completed soon, Eastpoint Fishing pier completed and Island View Park going out for bid soon.

Motion carried 5-0.

c. BOARD ACTION: Change Order #3, SCOP Widen and Resurface CR67

The grant-funded project for the widening and resurfacing of 6.044 miles of CR 67 from SR30 to the Cricket Creek Bridge is now complete, change order #2 was approved as the final change order in December but further reductions in the final quantities have resulted in the need for another reduction by change order #3. Change order #3 is a final reduction for quantities and materials for a further reduction of \$66,629.80 in the contracted price with C.W. Roberts.

Board action to approve and authorize the chairman to sign change order #3 for a further cost reduction of \$66,195.80 with C.W. Roberts Contracting for the final quantity reconciliation on the CR67 SCOP project.

On a motion by Commissioner Boldt, seconded by Commissioner Ward, to approve and authorize the Chairman to sign change order #3 for a further cost reduction of \$66,195.80 with C.W. Roberts Contracting for the final quantity reconciliation on the CR67 SCOP project. Commissioner Boldt inquired about the cost savings; Mrs. Griffith responded that the previous reduction was \$55k. **Motion carried 5-0.**

- d. **BOARD ACTION:** Hazard Mitigation Grant Program Agreement – Generators Franklin County has received a FEMA Hazard Mitigation Program grant agreement for the purchase of generators at strategic response locations: Franklin County EOC, Apalachicola Regional Airport (2), Weems East Medical Clinic, Weems Hospital, and the Franklin County Courthouse (portable). The match for the surface-mounted, hard-wired generators will be funded by a grant provided by the Department of Economic Opportunity. The match for the portable trailer generator unit for the Courthouse will be funded by the Courthouse Maintenance budget. **Board action to approve and authorize the chairman to sign the attached HMGP Generator Grant Agreement.**

Item addressed earlier in the meeting.

- e. **BOARD ACTION:** Time Extension Hurricane Loss Mitigation Program Franklin County has received a modification to the agreement for the Hurricane Loss Mitigation Program between the Division of Emergency Management and Franklin County. All funds have already been obligated in this project. The attached modification simply extends the expiration date of the project from December 31st to June 30, 2022. Board action to approve and authorize the chairman to sign the attached Hurricane Loss Mitigation Program modification to agreement.

Item addressed earlier in the meeting.

- f. **BOARD ACTION:** Resolutions Authorizing Transportation Alternatives Grant Applications Attached are two resolutions authorizing the chairman to sign the grant applications for the two Transportation Alternatives projects the County is applying for this year: the

widening/resurfacing/safety and ADA improvements SGI multi-use path between 6th Street East and 7th Street West and the construction of a multi-use path along River Road in Carrabelle. The Board has ranked the SGI multi-use path improvements first and the River Road multi-use path second on the priority list. A public meeting was held last year for input on the River Road Multi-Use Path, but one will need to be advertised for the SGI Multi-Use Path improvements.

It is recommended that the Board authorize the adoption of the attached two resolutions and authorize the advertisement of a public meeting for the SGI path project.

On a motion by Commissioner Ward, seconded by Commissioner Parrish, and by a unanimous vote of the Board present, the Board authorized the adoption of the two resolutions listed below and authorize the advertisement of a public meeting for the SGI path project. Motion carried 5-0.

**RESOLUTION
FRANKLIN COUNTY, FLORIDA
BOARD OF COUNTY COMMISSIONERS**

WHEREAS walking helps meet the goals, objectives, and policies of the Franklin County Comprehensive Plan, and

WHEREAS the Center for Disease Control encourages people to walk for fitness, transportation, and fun; and,

WHEREAS there are many residences and businesses along Gulf Beach Drive; and

WHEREAS many of the residents in this area walk or bicycle along Gulf Beach Drive on St. George Island, for their health and recreation; and

WHEREAS the existing Phase I section of the multi-use path is over twenty years old, is narrower than FDOT standards, and needs improvements in drainage, ADA accessibility, and signage for safety,

NOW, THEREFORE, BE IT RESOLVED BY THE FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS that they support the design, safety, and construction improvements of the multi-use path along Gulf Beach Drive on St. George Island from 6th Street East to 7th Street West, and Ricky D. Jones, the Chairman of the Board of County Commissioners, is hereby authorized to sign the Transportation Alternatives Grant Application requesting funding to design and construct the improvements for this multi-path.

This Resolution was adopted by the Franklin County Board of County Commissioners this 1st day of February 2022.

**RESOLUTION
FRANKLIN COUNTY, FLORIDA
BOARD OF COUNTY COMMISSIONERS**

WHEREAS walking helps meet the goals, objectives, and policies of the Franklin County Comprehensive Plan, and

WHEREAS the Center for Disease Control encourages people to walk for fitness, transportation, and fun; and,

WHEREAS there are approximately 66 residences located on River Road between Highway 98 and the intersection of Mill Road and numerous other residences on roads off of River Road; and

WHEREAS many of the residents in this area walk and bicycle along River Road for their health and recreation; and

WHEREAS there is not a paved path along River Road for people to walk or bicycle on, resulting in them walking or bicycling in the roadway or on the grassed shoulder of the road,

NOW THEREFORE BE IT RESOLVED BY THE FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS that they support the design and construction of the multi-use path along River Road from the junction of River Road and Mill Road to US Highway 98, and Ricky D. Jones, the Chairman of the Board of County Commissioners, is hereby authorized to sign the Transportation Alternatives Grant Application requesting funding to design and construct this multi-use path.

This Resolution was adopted by the Franklin County Board of County Commissioners this 1st day of February 2022.

g. **BOARD ACTION:** Message Boards for the Franklin County Sheriff's Department

The Franklin County Sheriff's Department has requested assistance from the Board to replace (2) message boards. The current message boards in use by the Sheriff's Department are around twenty years old and have become costly and difficult to maintain. As the interim rule for the American Rescue Plan does not go into effect until April 1st, purchases with ARP funds should be directly related to COVID response and outreach at this time. As the message boards will likely be an allowable expense, staff recommends going out to bid for replacing the (2) message boards at the Sheriff's Department with anticipated funding provided by the American Rescue Plan once the final rule goes into effect.

Board action to approve advertising for bids for (2) electronic message boards for the Franklin County Sheriff's Department.

On a motion by Commissioner Lockley, seconded by Commissioner Boldt, and by a unanimous vote of the Board present, the Board approved advertising for bids for (2) electronic message boards for the Franklin County Sheriff's Department. Motion carried 5-0.

h. **BOARD ACTION: County Equipment Action Authorization**

At the December 7th meeting, Franklin County signed an auction agreement with Florida Auction Network. The auction will be held on

Saturday, February 19th, at 9:00 a.m., at the Franklin County Road Department located at 376 Highway 65 in Eastpoint. There will be a chance for interested parties to preview the items the day before the auction if interested – the Auction Flyer is attached to this report with the auctioneer's contact information. Attached is a list of surplus equipment and vehicles that county departments have requested to be included.

Board action to approve of the removal from inventory and authorize the sale of the attached list of surplus equipment at the upcoming auction to be held on February 19th.

On a motion by Commissioner Ward, seconded by Commissioner Boldt and Commissioner Lockley, and by a unanimous vote of the Board present, the Board approved of the removal from inventory and authorize the sale of the attached list of surplus equipment at the upcoming auction to be held on February 19th. Motion carried 5-0.

i. **BOARD ACTION: Landfill Permit Renewal Task Order**

The 5-year operating permit renewal for the Franklin County Landfill is due on February 28th – Dewberry Engineers has submitted a cost proposal for the renewal of \$37,400. The landfill has been in operation since 1989. The largest component of the permit renewal is the surveying of the volume of waste in the Franklin County Landfill as the permit is based on aerial space at a certain slope to a maximum height limit. The overwhelming volume of debris that was processed in the aftermath of Hurricane Michael may significantly reduce the remaining years of life at the landfill and from this permit renewal, the county can use the data going forward to determine a long-term plan for the future.

Board action to approve the Dewberry Proposal for the landfill permit renewal.

Item addressed earlier in the meeting.

j. **Board information: SGI Old Restroom Building at Lighthouse Park**

At your last meeting, Parks and Recreation Director Fonda Davis mentioned coming back to the Board with a plan for the old restrooms at the SGI Lighthouse Park. After careful review and consideration of expenses and demands at the park location, Mr. Davis would prefer to keep the old restroom building as an auxiliary restroom to be used during the peak season of March 1st through September 30th of each year. The old restroom building does have some issues with clogged drains, wood rot in the floor and will need the full replacement of the drain field at a cost of \$9,000 to be ready for use this season. Mr. Davis feels the public would be best served preserving the old location. Parks and Recreation can fund the repairs in this fiscal year to keep the restrooms operational, however, any

renovations beyond basic repair would not be possible until the following budget cycle. It has also come to the county's attention about the poor condition of the existing playground set at Lighthouse Park. A FRDAP grant application has been submitted for new inclusive playground

equipment and the application has made it to the recommended funding priority list. Mr. Davis is going to look at the existing playground to see if any resurfacing or sealant can be applied to make sure the existing set is still safe to use prior to the construction of the new playground if approved.

Item addressed earlier in the meeting.

16. County Coordinator – Michael Moron
Action Items

a. Airport Grant Extension: In order to combine current FDOT funds which expire on June 30, 2022, with upcoming FAA funds that won't be available until June/July 2022, for an apron rehabilitation project at the Airport, AVCON, on behalf of the County, applied for an Amendment for Extension of Public Transportation Grant Agreement so that one construction contract could be issued to complete the work and so the FDOT funds could be used to fulfill the 10% match requirement for the FAA funds. FDOT sent that agreement yesterday for Board approval. Board action to authorize the Chairman's signature on the Grant Agreement Amendment to extend the FDOT funds.

Item addressed earlier in the meeting.

b. Informational Signs: At your last meeting, Commissioner Boldt asked about placing informational signs at each county park or other location that is part of a repair or new construction project to provide the public with the project's status. As an option, I suggested to Commissioner Boldt that we create a webpage on our website dedicated to the status of county projects. That webpage could include the project's funding source, where the project is currently (engineering & design, advertised for bids, construction phase, etc.), and a timetable. If you agree with this option, is there any additional information you would like on this webpage?
Board discussion and direction.

Chairman Jones asked if this would include all projects. Mr. Moron said yes, it would be an informational page for the public on all projects.

Informational Items

c. DEP Violation: At a previous meeting the Board discussed a DEP violation letter sent to a resident on St. George Island regarding the permitted capacity of their aerobic septic system versus the number of guests that are advertised online for the same home. The Board asked that I

send the homeowner a letter to inform them that the County is monitoring this matter. Before that letter was sent, the homeowner contacted Commissioner Jones to discuss the issue and agreed to voluntarily make the necessary changes to comply with DEP regulations. With that said, I didn't see a need to send the letter.

Chairman Jones noted that the couple was meeting with him about another topic and when this topic was brought up, the couple disclosed it was their property.

d. State Fire Marshal's Office: State Fire Marshal's Office has confirmed their appearance for May 3rd. They are asking for at least 45-50 minutes as they plan to bring a representative from the Insurance Service Office (ISO) to provide tips on lowering high insurance rates as part of their presentation. I plan to schedule a 1:30 p.m. workshop, similar to today's workshop, to allow for their presentation and an opportunity for Board questions and comments.

On a motion by Commissioner Parrish, seconded by Commissioner Ward and Commissioner Lockley, and by a unanimous vote of the Board present, the Board approved the advertisement for a workshop on May 3rd for a presentation from the State Fire Marshal's Office. Motion carried 5-0.

e. Duke Energy: Duke Energy has informed the County of the following:

I. A planned outage to replace/repair power facilities on Tuesday, February 8th beginning at 9:00 a.m. for approximately 1 hour with an alternate date of Wednesday, February 9th. This will affect 3000 Pine Log Road, Abercrombie Dock area.

II. Vegetation trimming away from their lines on the circuits that serve the facilities listed below. There will be no spraying on these areas, just trimming. 376 HIGHWAY 65 MAIN, 376 STATE ROAD 65, 376 HIGHWAY 65 SIGN SHOP, 376 HIGHWAY OFFICE 65, 30 6TH ST VROOMAN PK LTS VROOMAN PK LTS, 210 STATE ROAD 65, 210 HIGHWAY 65 SLUDGE, 270 STATE ROAD 65, 270 HIGHWAY TRLR 65, 270 STATE ROAD 65 OFC SHERIFF, 97 N BAYSHORE DR, 171 US HIGHWAY 98 UNIT C, 0 6TH ST OLD CONC STAND, 93 N BAYSHORE DR, 212 STATE ROAD 65, 210 HIGHWAY 65 SCALE HSE, 210 HIGHWAY 65 LITE, 270 HIGHWAY 65 JAIL, 0 CC LAND RD BALL FIELD, 0 CC LAND RD VROOMAN PK VROOMAN PK, 30 6TH ST, 374 STATE ROAD 65, 731 US HIGHWAY 98, 210 HIGHWAY 65 LANDFILL

f. SGI Lighthouse Fundraising Event: The St. George Lighthouse Association is planning a new fundraiser festival on May 14th. The SGI Shrimpfest will be held in the parking area on the western side of St. George Island Lighthouse Park and the Association plans on this being an annual event held in early to mid-May. There will be food (including shrimp of course), live music, educational displays, and games for the kids. If you

have any questions don't hesitate to reach out to Mrs. Amy Hodson, Executive Director of the St. George Lighthouse Association.

g. CGJ Days Parade: The Camp Gordon Johnston 27th Annual CGJ Days Parade is scheduled for Saturday, March 12, 2022, starting at 10:45 a.m. (ET). As always, the Board has been invited to participate in the parade which starts at Highway 98 and NW 10th Street intersection in Carrabelle and will travel east to the Highway 98 and CR 67 intersection.

h. ARPC Annual Report: Attached is the Apalachee Regional Planning Council's 2020-2021 Annual Report. There is a lot of statistical data in this report and links to other articles related to ARPC projects. Chairman Jones, your ARPC appointee, and ARPC's Executive Committee Vice-Chairman will discuss some of the data in this report.

i. Code Enforcement Workshop: As a reminder, there is a workshop scheduled for 1:30 p.m. this afternoon to hear the presentation of the final report from Ms. Caroline Smith of ARPC on the Code Enforcement project. This workshop will be on Zoom (login information is on the agenda) and broadcast on Forgotten Coast TV's Facebook page.

Mr. Moron said that Attorney Shuler had reached out to him about helping the family who lost their children and home in a recent fire. Mr. Moron said there is still around \$11k left in the Eastpoint Fire Victims fund. He asked the Board to authorize him to work with Attorney Shuler and see how we can use this money to help the family. Mr. Moron and Attorney Shuler will report back to the Board with their options.

On a motion by Commissioner Lockley, seconded by Commissioner Ward, the Board authorized Mr. Moron to work with Attorney Shuler to see how the remaining \$11k in the Eastpoint Fire Victims fund could be utilized to help the family who recently lost their children and home in a fire.

Commissioner Ward said that she realizes there are a lot of needy people in the county but unfortunately this family lost their home and two of their children. She said that she feels like this family who has lost so much, needs a lot of help. She thinks this is a great idea. She noted the Sheriff's office had raised around \$68K, the recent benefit dinner raised \$7K, and the yard sale \$4K.

Commissioner Parrish asked if we would need to contact the State to receive their permission. Mr. Moron said no, these funds were donated. Commissioner Lockley suggested talking to the Sheriff's office about the vehicles they are sending to auction to see if one may be donated to the family. Attorney Shuler noted that there are different restraints on disposing of property.

Commissioner Lockley amended her motion to include directing staff to look into what can be done to donate one of the surplus vehicles to the family, seconded by Commissioner Ward. Motion carried 5-0.

Commissioner Boldt gave an update on the Weems Board Meeting. He said the hospital admin reached out to Nancy Dicky and suggested that we consider looking at a mobile dialysis program. It is being looked into. Commissioner Boldt said that he is very pleased with the progress that our county hospital is making and specifically with the management company Alliant. He said that hospital staff is growing and becoming more diverse. Commissioner Lockley said he is not pleased because we are not doing what we said we were going to do which is to build a hospital. It's time to build a hospital,

Chairman Jones inquired as to the status of the renovations of the armory. He said that he is concerned that the improvements will not be completed before the time for prom. He expressed his concerns and the urgency of getting it done. He suggested putting off the renovations if they could not be completed in time for the use of the armory. Mr. Moron will have a comprehensive status at the next meeting. Chairman Jones said that we need to find a way to get these things done. Commissioner Parrish wished Mr. Moron a Happy Birthday.

17. County Attorney – Michael Shuler

Attorney Shuler had no action items for the Board.

Commissioner Lockley said we are putting a lot of work on Commissioner Boldt, and he made a motion to pay travel expenses to the Commissioners who are taking care of things within the county. Attorney Shuler said he will have to look into the policy for intercounty travel. Attorney Shuler said over the course of a number of years and occasions, he has looked at state law and it does not allow for intercounty travel. He said he is aware of certain counties that do different things. Attorney Shuler said he will look into it and recommended withdrawing the motion and he will bring it back to the board at the next meeting. **Commissioner Lockley withdrew the motion.**

Commissioner Parrish said he can understand why county employees who use county vehicles and county gas would not be reimbursed. Commissioner Boldt thanked Commissioner Lockley for his insight and for the spirit of complementing each other in their districts.

18. Commissioners' Comments

Chairman Jones announced the boys' basketball district game to be held tonight at 7 p.m. He invited everyone to come out and support the team. Commissioner Ward thanked the community as a whole who have come together to help the family in need. She thanked the Sheriff's office,

the restaurants, and the individuals who helped put together the events. She said there will be a benefit car show held at Emerald Coast Credit Union in the future. Commissioner Lockley said it is nice to see the community pull together.

19. Adjournment

There being no further business to come before the Board, the meeting was adjourned.

Ricky Jones – Chairman

Attest:

Michele Maxwell – Clerk of Courts

**FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS
WORKSHOP
COURTHOUSE ANNEX, COMMISSION MEETING ROOM
FEBRUARY 1, 2022
1:30 P.M.
MINUTES**

Commissioners Present: Ricky Jones-Chairman, Bert Boldt, II-Vice-Chairman, Noah Lockley, Joseph Parrish, Jessica V. Ward

Others Present: Michael Moron—County Coordinator

1. Call to Order

Chairman Jones called the workshop to order. He explained the order of the workshop in that there will be time for public comments, the ARPC presentation, and then Commissioner comments.

2. Public Comments

Ms. Joyce asked if there would be any comments after the presentation. Chairman Jones said no and explained there would be no action today. Ms. Joyce spoke in favor of code enforcement. She feels there could have been action after the fire in Eastpoint and Hurricane Michael. She said she was told there was no one to do code enforcement. She said that now we have a tragic fire of two young children, and it could have been prevented with code enforcement. This issue has to be addressed to save lives and make a decent community to live in.

Ms. Pat Thunderbird spoke in favor of code enforcement. She would like to add that she has become involved with the ordinances and the community is totally unaware. She is on the review for permits, and she has tried to learn, understand, and explain the ordinances. She said there was an issue that she reported but was shot down and the person went forward with their action which she felt was dangerous to the community.

Ms. Barbara Royce spoke in favor of code enforcement. She said she had worked with ordinances and tried to get the county to follow what they are. It is distressing that people do whatever they want and don't care if they encroach on others' property. There are many issues that need to be addressed and our requests fall on deaf ears. We have tried to enhance Lanark Village. We have had so many come in and do their best to make our community a community. There are others who throw garbage all over their yards, etc. and it's just not right. We need code enforcement throughout the county.

Ms. Barbara Sanders thanked the Board for making the effort to see what the people think about code enforcement. She said she believes the Board can enforce the codes for free, direct your planning and zoning employees to enforce the rules. It's a matter of health, safety, and welfare. Property values, if you start polluting and having Red Tide, then you are going to kill the goose that laid the golden egg. We do have poverty and housing issues, but those are things we are going to have to address. Code enforcement or anarchy? We don't want the word to get out that we have no code enforcement. We want the word to get out that this board will protect people.

Ms. Kelly said her concern and comment revolves around the timing of this workshop. Each of the six or seven

workshops was held in the evening. Out of courtesy for all of those people, it would have been a good idea to make this workshop available to them in the evening. Holding this hearing in the afternoon seems to do a disservice to those who chose to attend in the evening.

Mr. Moron explained this is a workshop for ARPC to provide the information they had compiled from the public meetings. I anticipate the Board will have another public workshop to discuss and address the public issues. There will most likely be another public hearing before the issue is voted on and put into law. This hearing is more between the board of county commissioners and ARPC. This is the time for ARPC to give their collected report. I wanted to clarify that for the public.

3. Code Enforcement Report Presentation

Ms. Carolyn Smith gave an overview of the Franklin County Code Enforcement Public Workshop Series from the Apalachee Regional Planning Council.

Overview

The Apalachee Regional Planning Council (ARPC) has partnered with Franklin County to provide technical assistance related to code enforcement. Specifically, ARPC conducted a series of six workshops on code enforcement in various locations in Franklin County, during which ARPC staff provided an overview of what code enforcement was, shared examples of success in similar communities, and provided an opportunity for public comment. The public input was compiled and organized into a summary of public opinion on code enforcement, which is located at the end of this document.

Background

The ARPC is an intergovernmental, not-for-profit regional organization that works on behalf of its 9-county region (including Franklin County) to provide technical assistance in the areas of economic development, emergency preparedness, transportation, housing, quality of life, and growth management. By providing technical assistance in the mentioned areas, the topic of code enforcement is encompassed. ARPC staff sought to assist Franklin County as a neutral third party to understand and document community perspectives on code enforcement.

Public Workshops

ARPC staff facilitated a series of six public workshops on behalf of Franklin County in various locations throughout Franklin County. Below is the list of communities that received a public workshop and their respective number of attendees.

- Eastpoint – 20
- St. George Island – 46
- Unincorporated Carrabelle – 19
- Lanark Village – 39
- Unincorporated Apalachicola – 12
- Alligator Point – 22

Summary of Public Opinion

The series of workshops were attended by a total of 158 residents, including County Commissioners Bert Boldt and Jessica Varnes Ward. At each workshop, the attendees were asked whether anyone was against having code

enforcement in Franklin County. Within each workshop, there was unanimous support for having code enforcement in the form of two or more code enforcement officers. The greatest takeaway from the series of code enforcement workshops held throughout Franklin County was that the residents of Franklin County wanted code enforcement officers. The residents of Franklin County wanted a fair-handed approach to code enforcement that addressed the most flagrant offenses. The second greatest voiced concern from the citizenry was a desire for a county code refresh potentially based on model codes from other counties crafted to take the specific needs of the different Franklin County communities into account. Some specific codes in need of update included the Sea Turtle Lighting ordinance and the Leave No Trace ordinance. Moving forward, many residents asked for a citizen's advisory board to outline code enforcement needs and the code enforcement officer position as well as set fines for non-compliance. The residents also requested that complaints be accepted in writing as well as via phone call if the county pursued hiring a code enforcement officer. The public also expressed that they would like the officer(s) to go out and patrol the county.

A few issues that were mentioned across the county were the need for mandatory garbage pickup and the need to address illegal dumping. Another issue that was brought to attention numerous times was the issue of persons burning trash since the fires distract the sea turtles during their nesting season. However, the biggest concern across the workshops was (and has been) the need to address abandoned and derelict buildings pose a public health and safety concern.

Franklin County Citizenry Code Enforcement Priorities

Franklin County residents verbally assigned priority levels to a preselected list of common code enforcement issues, as outlined in the table below:

ISSUES RANKED BY FRANKLIN COUNTY PUBLIC ACCORDING TO PRIORITY LEVEL

Code Enforcement	High Priority	Medium Priority	Low Priority
Overgrown grass and lot mow violations			X
Trash and nuisance accumulation	X		
Inoperable, unlicensed, and abandoned vehicles on private property	X		
Buildings without permits/ expired permits	X		
Signs in the right of way/ Road obstruction		X	
Zoning violations/ Illegal Land Use	X		
Building maintenance (Derelict)	X		
Unlicensed contractors	X		
Dock and Shore Violations	X		
Environmental Violations	High Priority	Medium Priority	Low Priority

Landscaping non-compliance			X
Tree protection regulation			X
Sea turtle protection		X	
Zoning conditions (environmental violations)	X		
Protected species management plans and monitoring reports	X		
Indigenous preserves	X		
Exotic removal	X		
Development order requirements	X		

Franklin County Citizenry Code Enforcement Index of Issues

Below is the supplementary index of other major code enforcement issues that were mentioned throughout the public workshops.

- Concerns about open fires to burn yard debris – creates a great risk to houses and properties if gets out of control.
- Zoning violations – having numerous structures/houses on one property.
- Garbage Issues – Garbage in the yard, junk cars, and appliances
- Travel trailers should not be allowed on lots or limited for a time frame on a new build.
- Campers – living in three trailers without hookups.
- Houses that are not built to code.
- Hwy 98/commercial corridor needs clean-up via code enforcement.
- Get rid of abandoned and derelict sand fencing, mosquito-infested pools and properties, and hazardous houses and buildings.
- Individuals renting out their homes and not paying taxes.
- People who remodel and/or expand their homes' occupancy levels without increasing the capacity of their septic systems, which leads to failing septic systems and environmental hazards.
- Franklin County does not have an Environmental Department. The public would like to see one or have the county address environmental compliance.
- Lighting Ordinance is not followed re: safe turtle lighting, unnecessary bright house lights, and architectural lighting that destroys SGI's dark skies.
- Residents want to see enforcement of the critical habitat ordinance.
- Put on the county's website a list of the features that code enforcement covers and then link each specific item to the County code that deals with that issue.
- Streamline the code enforcement process so issues can be resolved quickly.
- Yard debris on properties along Hwy 98 doesn't get picked up by the county because owners are advised that yard debris is too dangerous for county employees. However, waste management companies pick up trash along Hwy 98.
- Since the Code Enforcement Officer position deals with law enforcement and could be a dangerous job, consider putting it under the Sheriff's Department.

Code Enforcement in the Apalachee Region

Six out of the nine counties that constitute the Apalachee Region currently have code enforcement officers. In the counties that have code enforcement officers, officers are housed either under the Planning and Community Development Department or under the Building Department. These counties have budgeted for two or more code enforcement officers into their general budget for the Board of County Commissioners.

4. Commissioners' Questions and Comments

Commissioner Ward asked Ms. Smith to reiterate how many of the nine counties that they represent have code enforcement. Ms. Smith said six out of the nine counties. Chairman Jones thanked Ms. Smith and said the intent of this was so that when the Board got to the point to discuss the issue, we would have the input from our communities that we were elected to serve. Chairman Jones said he found it interesting to note that of the six counties who have enforcement the most have this position under the planning and zoning and/or building department. If it is put under law enforcement, and they go in to address an issue, there are matters of an illegal search, etc. Mr. Moron asked if there was a preference as to how the public wanted code enforcement. Did they say they wanted it done through the sheriff's department or the county staff? Ms. Smith said we didn't explicitly ask what form would be best, but it was mentioned at workshops. We did take note of any suggestions. It was mentioned to have two or more code enforcement officers. Chairman Jones said he could see where more than one would be a valid undertaking due to our county being so wide. Mr. Moron asked if a lot of repeat attendees attended the meetings. Ms. Smith said she didn't attend the meetings personally. Commissioner Ward said of the people in the room, a lot of them were at all of the meetings. Chairman Jones said this is an issue that we have to find a way to put a stop to it. I know that my district may be different than other districts. But we have people buying homes that are two bedrooms and turning into nine bedrooms. We've got to find a way to get a handle on it. Mr. Moron said he would like to have some public workshops. He would like to see if the public would consider doing this in phases. Is it an all-or-nothing deal, or do they mind starting on the high priorities? I would like to have some public hearings to get a true feel of the idea. Chairman Jones said he feels he will know how the public feels about it after this workshop, just in how they respond. Commissioner Ward said her district is challenging, and she agrees we will continue to have to brainstorm and come up with ideas. She said most of the calls she receives are in response to ordinance violations. The process needs to be streamlined so that people know who to contact. This is the first of many meetings we are going to need in order to come up with a plan. Maybe we should have someone actively going out looking at these houses, moving forward we need to have some kind of recourse. Mr. Moron said we have to explain to the public and the best person to do that is building official, they are tied to the building codes. A lot of times in the past they've been called to look at building violations, but they aren't authorized to do that. We have to educate the public as well as ourselves. Commissioner Boldt said he thinks we need to look at what matters most in the code enforcement hierarchy. He said he believes there is a process in code enforcement, that it should be educational followed by verbal notification, enforcement, and action. He said that he can see code enforcement increasing property values and feels that insurance rates can be buffered by this proactiveness. Commissioner Boldt thanked ARPC for their report and the public for their input. Chairman Jones said this process is growth management. I think some of it has been brought on by Covid because people are looking for smaller places to move to. Chairman Jones said it may not be easy and may not be comfortable, but it is needed. He said he believes this is a forward step for the Board. He said there will be ample opportunities for people to give input to the Board and the County so that we know all voices have been heard in making the best decision. Mr. Moron said there is a lot to do here and thanked ARPC again. Commissioner Parrish said he did attend the workshop in Apalachicola, but he did not sign the sign-in sheet. He said there is a lot to be worked on, when it comes to camper trailers on lots, there is an ordinance against that. Some people living in campers are doing the best they can, but county ordinance says you can't live in a camper trailer. He said he feels for some of

these people especially the older people, we will have to enforce it across the board regardless of where you live. If we don't then it will be discrimination. It is going to impact a lot of people if we enforce it. Where are these people going to go? I don't know how it is all going to work. What are these people going to do and my heart goes out to them? There is a lot to be worked through, but we can't do code enforcement for individuals only. It has to be applicable to everyone. Ms. Smith said we really do have a diverse community and they are here to support the Board as they try to figure out what is the best route to go for the county.

5. Adjournment

There being no further business to come before the Board, the meeting was adjourned.

Ricky Jones – Chairman

Attest:

Michele Maxwell – Clerk of Courts

February 15, 2022
Franklin County Road Department
Detail of Work Performed and Material Hauled by District
Detail from 1/27/2022 - 2/9/2022

District 1 - Commissioner Jones

<u>Work Performed:</u>	<u>Date</u>	<u>Road</u>
Litter Pickup	1/27/2022	Twin Lakes Road
Litter Pickup	1/27/2022	Twin Lakes Road
Litter Pickup	1/27/2022	Twin Lakes Road
Cut grass along shoulders of road on county right of way, Litter Pickup	1/31/2022	South Bay Shore Drive
Litter Pickup, Cut grass along shoulders of road on county right of way	1/31/2022	Jefferson Street
Cut grass along shoulders of road on county right of way, Litter Pickup	1/31/2022	Jefferson Street
Flagged	1/31/2022	Jefferson Street
Flagged	1/31/2022	Old Ferry Dock Road
Flagged	1/31/2022	Avenue A (District 1)
Cut bushes back, Cut grass in ditches	1/31/2022	South Franklin Street
Cut bushes back, Cut grass in ditches	1/31/2022	Old Ferry Dock Road
Cut bushes back, Cut grass in ditches	1/31/2022	Avenue A (District 1)
Litter Pickup, Cut grass along shoulders of road on county right of way	1/31/2022	South Bay Shore Drive
Shoulder Work, Repaired Drop off from shoulder of road or sidewalk	2/1/2022	Avenue A (District 1)
Repaired Drop off from shoulder of road or sidewalk	2/1/2022	Avenue A (District 1)
Repaired Drop off from shoulder of road or sidewalk	2/1/2022	Avenue A (District 1)
Sign Maintenance	2/2/2022	Norvell Street
Litter Pickup	2/2/2022	Old Ferry Dock Road
Litter Pickup	2/2/2022	Gilbert Street
Litter Pickup	2/2/2022	Hickory Dip Road
Litter Pickup	2/2/2022	Avenue A (District 1)
Litter Pickup	2/2/2022	Old Ferry Dock Road
Litter Pickup	2/2/2022	Hickory Dip Road
Litter Pickup	2/2/2022	Gilbert Street
Litter Pickup	2/2/2022	Avenue A (District 1)
Sign Maintenance	2/2/2022	Norvell Street
Litter Pickup	2/2/2022	Old Ferry Dock Road
Litter Pickup	2/2/2022	Hickory Dip Road
Cut grass along shoulders of road on county right of way	2/2/2022	Avenue A (District 1)
Cut grass along shoulders of road on county right of way	2/2/2022	Old Ferry Dock Road
Cut grass along shoulders of road on county right of way	2/2/2022	Jefferson Street
Litter Pickup	2/2/2022	Avenue A (District 1)
Litter Pickup	2/2/2022	Gilbert Street
Sign Maintenance	2/3/2022	E 2nd Street
Sign Maintenance	2/3/2022	E Gulf Beach Drive
Sign Maintenance	2/3/2022	E 5th Street
Sign Maintenance	2/3/2022	E 7th Street
Flagged, Cement Bunkers (Moved/Installed/Replaced)	2/3/2022	N Bay Shore Drive
Sign Maintenance	2/3/2022	E Pine Avenue
Cement Bunkers (Moved/Installed/Replaced), Flagged	2/3/2022	N Bay Shore Drive
Flagged, Cement Bunkers (Moved/Installed/Replaced)	2/3/2022	Indian Creek Boat Ramp

District 1 - Commissioner Jones

<u>Work Performed:</u>	<u>Date</u>	<u>Road</u>
Sign Maintenance	2/3/2022	E 1st Street
Sign Maintenance	2/3/2022	E 7th Street
Sign Maintenance	2/3/2022	E Gulf Beach Drive
Sign Maintenance	2/3/2022	E 6th Street
Sign Maintenance	2/3/2022	E 5th Street
Sign Maintenance	2/3/2022	E Gorrie Drive
Sign Maintenance	2/3/2022	E Gulf Beach Drive
Sign Maintenance	2/3/2022	E 2nd Street
Sign Maintenance	2/3/2022	E 1st Street
Cement Bunkers (Moved/Installed/Replaced), Flagged	2/3/2022	Indian Creek Boat Ramp
Sign Maintenance	2/3/2022	E 6th Street
Sign Maintenance	2/3/2022	E Pine Avenue
Loaded Trucks, Cement Bunkers (Moved/Installed/Replaced)	2/3/2022	Indian Creek Boat Ramp
Sign Maintenance	2/3/2022	E Gorrie Drive
Shoulder Work	2/3/2022	N Bay Shore Drive
Shoulder Work	2/7/2022	E Gulf Beach Drive
Flagged	2/7/2022	E Gulf Beach Drive
Shoulder Work	2/7/2022	E Gulf Beach Drive
Shoulder Work	2/7/2022	W Gulf Beach Drive
Flagged	2/7/2022	W Gulf Beach Drive
Shoulder Work, Pot hole Repair (Fill)	2/7/2022	W Gulf Beach Drive
Shoulder Work, Pot hole Repair (Fill)	2/7/2022	W Gulf Beach Drive
Pot hole Repair (Fill), Shoulder Work	2/7/2022	W Gulf Beach Drive
Shoulder Work	2/7/2022	E Gulf Beach Drive
Shoulder Work	2/8/2022	E Gulf Beach Drive
Flagged	2/8/2022	W Gulf Beach Drive
Flagged	2/8/2022	E Gulf Beach Drive
Shoulder Work	2/8/2022	W Gulf Beach Drive
Shoulder Work	2/8/2022	W Gulf Beach Drive
Flagged	2/8/2022	W Gulf Beach Drive
Shoulder Work	2/8/2022	E Gulf Beach Drive
Shoulder Work	2/8/2022	E Gulf Beach Drive
Shoulder Work	2/8/2022	E Gulf Beach Drive
Shoulder Work	2/8/2022	E Gulf Beach Drive
Shoulder Work, Pot hole Repair (Fill)	2/8/2022	St. George Island Lighthouse
Shoulder Work, Pot hole Repair (Fill)	2/8/2022	E Gulf Beach Drive
Flagged	2/8/2022	E Gulf Beach Drive
Flagged	2/9/2022	W Gulf Beach Drive
Shoulder Work	2/9/2022	Patton Drive
Shoulder Work	2/9/2022	E Gulf Beach Drive
Shoulder Work		
Shoulder Work	2/9/2022	E Gulf Beach Drive
Litter Pickup	2/9/2022	W Gulf Beach Drive
Flagged	2/9/2022	Twin Lakes Road
Shoulder Work	2/9/2022	E Gulf Beach Drive
Flagged	2/9/2022	W Gulf Beach Drive
	2/9/2022	W Gulf Beach Drive

District 1 - Commissioner Jones

Work Performed:

	Date	Road
Shoulder Work		
Shoulder Work	2/9/2022	W Gulf Beach Drive
Flagged	2/9/2022	E Gulf Beach Drive
	2/9/2022	E Gulf Beach Drive

0

Material HAUL From:

	Date	Road	Cubic Yards	Tons
Litter	1/27/2022	Twin Lakes Road	0.5	0
Litter	1/31/2022	Jefferson Street	0.5	0
Litter	1/31/2022	South Bay Shore Drive	0.5	0
Litter	2/2/2022	Hickory Dip Road	1	0
Litter	2/2/2022	Old Ferry Dock Road	1	0
Litter	2/2/2022	Avenue A (District 1)	2	0
Litter	2/2/2022	Gilbert Street	1	0
Litter	2/9/2022	Twin Lakes Road	2	0

LitterTOTAL8.50

Parking Bumpers2/3/2022Indian Creek Boat Ramp60

Parking BumpersTOTAL60

Material HAUL To:

	Date	Road	Cubic Yards	Tons
Milled Asphalt	2/7/2022	E Gulf Beach Drive	72	0
Milled Asphalt	2/7/2022	E Gulf Beach Drive	72	0
Milled Asphalt	2/7/2022	W Gulf Beach Drive	18	0
Milled Asphalt	2/8/2022	E Gulf Beach Drive	90	0
Milled Asphalt	2/8/2022	E Gulf Beach Drive	36	0
Milled Asphalt	2/8/2022	W Gulf Beach Drive	54	0
Milled Asphalt	2/8/2022	E Gulf Beach Drive	9	0
Milled Asphalt	2/9/2022	E Gulf Beach Drive	54	0
Milled Asphalt	2/9/2022	E Gulf Beach Drive	18	0
Milled Asphalt	2/9/2022	W Gulf Beach Drive	54	0
Milled Asphalt	2/9/2022	E Gulf Beach Drive	18	0

Milled AsphaltTOTAL4950

District 2 - Commissioner Boldt

Work Performed:

	Date	Road
Graded Road(s)	1/31/2022	Jeff Sanders Road
Flagged	1/31/2022	Franklin Street
Washout Repair	2/1/2022	Grouper Street
Sign Maintenance	2/1/2022	CR30A
Sign Maintenance	2/1/2022	CR30A
Washout Repair	2/1/2022	Angus Morrison
Road Repair, Graded Road(s)	2/1/2022	Harbor Circle
Sign Maintenance	2/2/2022	Florida Street
Sign Maintenance	2/2/2022	Florida Avenue (East)
Litter Pickup	2/9/2022	Lake Morality Road
Litter Pickup	2/9/2022	CR67
Litter Pickup	2/9/2022	Lake Morality Road
Litter Pickup	2/9/2022	CR67

0

District 2 - Commissioner Boldt

<u>Material HAUL From:</u>	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
Litter	2/9/2022	Lake Morality Road	3	0
Litter	2/9/2022	CR67	3	0
Litter	TOTAL		6	0
Sand	2/1/2022	Stock Pile, CR 370 - Alligator Drive - Alligator	18	0
Sand	TOTAL		18	0
<u>Material HAUL To:</u>	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
Dirty 89 Lime Rock	2/1/2022	Angus Morrison	0	18.4200000763
Dirty 89 Lime Rock	2/1/2022	Stock Pile, CR 370 - Alligator Drive - Alligator	0	18.0699996948
Dirty 89 Lime Rock	TOTAL		0	36.4899997711
Rip Rap	2/1/2022	Grouper Street	0	18.2999992371
Rip Rap	TOTAL		0	18.2999992371
Sand	2/1/2022	Grouper Street	18	0
Sand	TOTAL		18	0

District 3 - Commissioner Lockley

<u>Material HAUL To:</u>	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
Black Dirt	1/27/2022	Avenue J (City of Apalachicola)	9	0
Black Dirt	2/7/2022	ABC School (City of Apalachicola)	18	0
Black Dirt	TOTAL		27	0

District 4 - Commissioner Parrish

<u>Work Performed:</u>	<u>Date</u>	<u>Road</u>
Litter Pickup	1/27/2022	Waddell Road
Litter Pickup	1/27/2022	Bay City Road
Litter Pickup	1/27/2022	Bluff Road
Litter Pickup	1/27/2022	26th Avenue
Litter Pickup	1/27/2022	Pal Rivers Road
Litter Pickup	1/27/2022	Bay City Road
Litter Pickup	1/27/2022	Waddell Road
Litter Pickup	1/27/2022	Pal Rivers Road
Litter Pickup	1/27/2022	Bluff Road
Checked county roads for damaged/missing culvert markers	1/27/2022	Moses Road
Checked county roads for damaged/missing culvert markers	1/27/2022	Teat Road
Litter Pickup	1/27/2022	26th Avenue
Litter Pickup	1/27/2022	Pal Rivers Road
Litter Pickup	1/27/2022	26th Avenue
Litter Pickup	1/27/2022	Bluff Road
Checked county roads for damaged/missing culvert markers	1/27/2022	Pine Log Road
Litter Pickup	1/27/2022	Waddell Road
Litter Pickup	1/27/2022	Bay City Road
Pot hole Repair (Fill)	2/1/2022	Oyster Road
Pot hole Repair (Fill)	2/1/2022	Hathcock Road
Pot hole Repair (Fill)	2/1/2022	Oyster Road
Pot hole Repair (Fill)	2/1/2022	Paradise Lane

District 4 - Commissioner Parrish**Work Performed:**

	<u>Date</u>	<u>Road</u>
Pot hole Repair (Fill)	2/1/2022	Paradise Lane
Pot hole Repair (Fill)	2/1/2022	Peachtree Road
Pot hole Repair (Fill)	2/1/2022	Peachtree Road
Pot hole Repair (Fill)	2/1/2022	Hathcock Road
Pot hole Repair (Fill)	2/1/2022	Paradise Lane
Pot hole Repair (Fill)	2/1/2022	Oyster Road
Pot hole Repair (Fill)	2/1/2022	Hathcock Road
Pot hole Repair (Fill)	2/1/2022	Peachtree Road
Road Repair	2/2/2022	Buddy Ward Park
Litter Pickup	2/9/2022	Thomas Drive
Litter Pickup	2/9/2022	Pal Rivers Road
Litter Pickup	2/9/2022	Brownsville Road
Litter Pickup	2/9/2022	26th Avenue
Litter Pickup	2/9/2022	Oyster Road
Litter Pickup	2/9/2022	Jackie Whitehurst Street
Litter Pickup	2/9/2022	Pal Rivers Road
Litter Pickup	2/9/2022	Bayview Drive

0**Material HAUL From:**

	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
Litter	1/27/2022	Bluff Road	1	0
Litter	1/27/2022	Pal Rivers Road	0.5	0
Litter	1/27/2022	Waddell Road	0.5	0
Litter	1/27/2022	Bay City Road	0.5	0
Litter	1/27/2022	26th Avenue	0.5	0
Litter	2/9/2022	Pal Rivers Road	2	0
Litter	2/9/2022	Thomas Drive	1	0
Litter	2/9/2022	Jackie Whitehurst Street	1	0
Litter	2/9/2022	Pal Rivers Road	1	0
Litter	2/9/2022	26th Avenue	2	0
Litter	2/9/2022	Oyster Road	1	0
Litter	2/9/2022	Brownsville Road	2	0
Litter	2/9/2022	Bayview Drive	1	0

Litter**TOTAL****14****0****Material HAUL To:**

	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
Dirty 89 Lime Rock	2/2/2022	Buddy Ward Park	18	0

Dirty 89 Lime Rock**TOTAL****18****0**

Milled Asphalt

2/1/2022

Peachtree Road

1

0

Milled Asphalt

2/1/2022

Hathcock Road

1

0

Milled Asphalt

2/1/2022

Oyster Road

1

0

Milled Asphalt

2/1/2022

Paradise Lane

1

0

Milled Asphalt**TOTAL****4****0****District 5 - Commissioner Ward****Work Performed:**

	<u>Date</u>	<u>Road</u>
Cut grass in ditches, Cut bushes back	1/27/2022	CC Land
Cut grass in ditches, Cut bushes back	1/27/2022	Michael Way
Cut grass in ditches, Cut bushes back	1/27/2022	Teresa Avenue
Flagged	1/27/2022	Michael Way

District 5 - Commissioner Ward

<u>Work Performed:</u>	<u>Date</u>	<u>Road</u>
Flagged	1/27/2022	Teresa Avenue
Flagged	1/27/2022	CC Land
Litter Pickup	1/27/2022	Ridge Road
Litter Pickup	1/27/2022	Wilderness Road
Litter Pickup	1/27/2022	Otterslide Road
Litter Pickup	1/27/2022	Ridge Road
Litter Pickup	1/27/2022	Wilderness Road
Litter Pickup	1/27/2022	Otterslide Road
Litter Pickup	1/27/2022	Ridge Road
Litter Pickup	1/27/2022	Wilderness Road
Litter Pickup	1/27/2022	Otterslide Road
Sign Maintenance	1/31/2022	Timber Island Road (City of Carrabelle)
Litter Pickup, Cut grass along shoulders of road on county right of way	1/31/2022	Wilderness Road
Sign Maintenance	1/31/2022	Ryan Drive (City of Carrabelle)
Sign Maintenance	1/31/2022	Timber Island Road (City of Carrabelle)
Sign Maintenance	1/31/2022	Ryan Drive (City of Carrabelle)
Cut bushes back, Cut grass in ditches	1/31/2022	Tricia's Way
Cut grass along shoulders of road on county right of way, Litter Pickup	1/31/2022	Wilderness Road
Repaired Drop off from shoulder of road or sidewalk	2/1/2022	CC Land
Driveway repair	2/1/2022	10th Street
Repaired Drop off from shoulder of road or sidewalk	2/1/2022	6th Street
Repaired Drop off from shoulder of road or sidewalk	2/1/2022	CC Land
Driveway repair	2/1/2022	7th Street
Driveway repair	2/1/2022	7th Street
Driveway repair	2/1/2022	7th Street
Repaired Drop off from shoulder of road or sidewalk	2/1/2022	6th Street
Driveway repair	2/1/2022	7th Street
Cut grass along shoulders of road on county right of way	2/2/2022	Tricia's Way
Litter Pickup	2/3/2022	Frank McKamey Way
Litter Pickup	2/3/2022	Woodill Road
Litter Pickup	2/3/2022	Frank McKamey Way
Litter Pickup	2/3/2022	Lighthouse Road (Paved Portion)
Litter Pickup	2/3/2022	Cape Street
Litter Pickup	2/3/2022	Lagoon Street
Litter Pickup	2/3/2022	Jonna Drive
Litter Pickup	2/3/2022	Woodill Road
Litter Pickup	2/3/2022	Woodill Road
Litter Pickup	2/3/2022	Lighthouse Road (Paved Portion)
Litter Pickup	2/3/2022	Cape Street
Litter Pickup	2/3/2022	Lagoon Street
Litter Pickup	2/3/2022	Lagoon Street
Litter Pickup	2/3/2022	Beacon Street
Litter Pickup	2/3/2022	Sybil Court
Litter Pickup	2/3/2022	Jonna Drive
Litter Pickup	2/3/2022	Lighthouse Road (Paved Portion)
Litter Pickup	2/3/2022	Cape Street
Litter Pickup	2/3/2022	Beacon Street

District 5 - Commissioner Ward**Work Performed:**

	<u>Date</u>	<u>Road</u>
Litter Pickup	2/3/2022	Beacon Street
Litter Pickup	2/3/2022	Jonna Drive
Litter Pickup	2/3/2022	Frank McKamey Way
Litter Pickup	2/3/2022	Sybil Court
Litter Pickup	2/3/2022	Sybil Court
Litter Pickup	2/9/2022	4th Street
Litter Pickup	2/9/2022	Wilderness Road
Litter Pickup	2/9/2022	Otterslide Road

0**Material HAUL From:**

	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
Litter	1/27/2022	Wilderness Road	1	0
Litter	1/27/2022	Otterslide Road	0.5	0
Litter	1/27/2022	Ridge Road	1	0
Litter	1/31/2022	Wilderness Road	1	0
Litter	2/3/2022	Lagoon Street	0.5	0
Litter	2/3/2022	Cape Street	0.5	0
Litter	2/3/2022	Jonna Drive	0.5	0
Litter	2/3/2022	Sybil Court	0.5	0
Litter	2/3/2022	Lighthouse Road (Paved Portion)	0.5	0
Litter	2/3/2022	Frank McKamey Way	0.5	0
Litter	2/3/2022	Woodill Road	0.5	0
Litter	2/3/2022	Beacon Street	0.5	0
Litter	2/9/2022	Otterslide Road	2	0
Litter	2/9/2022	4th Street	2	0
Litter	2/9/2022	Wilderness Road	3	0

Litter**TOTAL****14.5****0****Material HAUL To:**

	<u>Date</u>	<u>Road</u>	<u>Cubic Yards</u>	<u>Tons</u>
Black Dirt	2/8/2022	Sheriff's Office (Jail)	18	0
Black Dirt	2/8/2022	Sheriff's Office (Jail)	18	0
Black Dirt	2/8/2022	Sheriff's Office (Jail)	18	0
Black Dirt	2/9/2022	Sheriff's Office (Jail)	18	0

Black Dirt**TOTAL****72****0**

Dirty 89 Lime Rock

2/1/2022

7th Street

4

0

Dirty 89 Lime Rock**TOTAL****4****0**

Milled Asphalt

2/1/2022

CC Land

2

0

Milled Asphalt

2/1/2022

6th Street

1

0

Milled Asphalt**TOTAL****3****0**



FRANKLIN COUNTY DEPARTMENT OF

Solid Waste & Recycling ❖ Animal Control ❖ Parks & Recreation

210 State Road 65

Eastpoint, Florida 32328

Tel.: 850-670-8167

Fax: 850-670-5716

Email: fcswd@fairpoint.net

DIRECTOR'S REPORT

FOR: The Franklin County Board of County Commissioners

DATE February 15, 2022

TIME: 9:00 A.M.

SUBJECT(S):

FOR BOARD INFORMATION:

January 26th –February 8th **RIGHT-OF-WAY DEBRIS PICKUP**

Apalachicola	Eastpoint	St George Island	Carrabelle	Lanark	Alligator Point
164.13 TONS	115.20 TONS	4.87 TONS	3.44 TONS	5.34 TONS	12.98 TONS

RECYCLE MATERIAL HAULED

	Apalachicola	Eastpoint	St George Island	Carrabelle	Lanark	Alligator Point	St James
Cardboard	.45 TONS	5.44 TONS	.5 TONS	-0- TONS	-0-TONS	-0- TONS	.28 TONS
Plastic, Paper, Glass, Aluminum 2.25 Tons	-0-TONS	-0- TONS	-0-TONS	-0-TONS	-0-TONS	-0-TONS	-0-TONS

REQUESTED ACTION: None

Report to Board of County Commissioners

Date: February 15, 2022

Action Items:

None

Information Item:

1. 1/31/2022 19 IDs were created for City of Apalachicola
2. 2/1/2022 Sent out Invite to all county offices for CPR/ First Aid class to be conducted on 2/7/2022.
3. 2/1/2022 Contracts for HMGP and HLMP brought to Erin Griffith.
4. 2/7/2022 RSVP sent for Participation in Camp Gordon Johnston Parade on 03/12/22.
5. 2/1/2022 RSVPed for career day at the Franklin County School for 3/25/2022.
6. 2/1/2022 Scheduled meeting with new representative for Red Cross.
7. 2/1/2022 RSVPed for Amanda Anthony to attend EM Academy at Camp Blanding 3/13/2022-3/19/2022.
8. 2/2/2022 RSVPed to participate in the HCOLA Parade on 2/19/2022.
9. 2/2/2022 Contacted Red Cross regarding availability of free smoke detectors.
10. 2/2/2022 Resent 27P 22 LMS form to the State.
11. 2/2/2022 EOC Staff met with Jessica Fieux with National Weather Service via zoom for the NWS Tag UP Meeting.
12. 2/3/2022 Quarter 1 checks for EMPA and EMPG ARPA brought to Erin Griffith.
13. 2/2/2022 Back-up documentation sent to EMPA and EMPG grant manager, Teresa Warner per her request.
14. 2/3/2022 Invite sent out for L 105 PIO Public Information Basics with step-by-step instructions on how to sign up for the class.
15. 2/3/2022 Invite sent out for G-205 Recovery form Disaster: The Local Government Role with step-by-step instructions on how to sign up for the class.
16. 2/3/2022 Invite sent out for G-2300 Intermediate Emergency Operations Center Functions with step-by-step instructions on how to sign up for the class.
17. 2/3/2022 Posted severe weather update on website, Facebook, Alert Franklin, and kiosks.
18. 2/3/2022 Registered for INWS Alerts for all staff members.
19. 2/3/2022 Updated Training calendar.
20. 2/3/2022 Wanco Sign brought back from Eastpoint for charge and maintenance.
21. 2/4/2022 Re-entry Tags made and mailed out.
22. EOC Staff worked on contacting vendors about possible donations for upcoming Build-A-Bucket event.
23. 2/4/2022 Reviewing the Emergency plans for St. James Bay and Weems Hospital.
24. 2/4/2022 ECO Staff meet with Gary Pelletier and Michelene Holland from Red Cross at the EOC.

25. 2/7/2022 EOC and Franklin EMS hosted CRP/ First Aid Class. EOC Staff, DOH, and Supervisor of Elections office had staff who attended the class. Thank you EMS Director Richard Lewis for offering/instructing this and the upcoming class on 02/17/22.
26. 2/7/2022 Staff worked on creating letters and form for upcoming Build-A-Bucket event.
27. 2/8/2022 Updated budget book.
28. 2/8/2022 Send out update on the free smoke alarm campaign through Red Cross on our website, Facebook and Kiosk.
29. 2/8/2022 EOC Staff attended the NWS Spring Sever Weather Training.
2/8/2022 Received signed contracts for HMGP and HLMP from Erin Griffith.
30. 2/9/2022 EOC staff worked to update plan for Build-A-Bucket event.
31. EOC Members of EOC Staff attended EM Banquet and EM Day at the Capital on 2/9/2022-2/10/2022.
32. EOC staff are updating the logistics plan including the Emergency Fuel Plan.
33. EOC Staff and Tim Keith Lucas, EOC Volunteer updated out Templates for Public Messaging.
34. EOC Staff is in the planning process for a Build a Disaster Bucket Event. This event will be used to educate residents on how to better prepare for a disaster. This Event will in part be made possible by the Duke Energy grant in the amount of \$10,000 received by FCEM.
35. EOC Staff are in the review process of the Comprehensive Emergency Management Plans for Weems Hospital and St. James Bay Rehab.
36. EOC Will be Hosting G-2300 Intermediate Emergency Operations Center Functions Class 4/26/2022-4/28/2022.
37. EOC will be hosting a G-205 Recovery from Disaster: The Local Government Role 06/21/22-06/24/22. Scheduled Class and Emailed County and City officials inviting them to register and attend.
38. EOC will be hosting a L105 PIO (Public Information Officer) Class 04/04/22-04/07/22. Scheduled Class and Emailed County and City officials inviting them to register and attend.
39. With COVID cases rising again in Franklin County, we are taking this opportunity to remind residents that EOC Staff continue to update our Kiosks located throughout Franklin County with COVID Information along with Preparedness information for storms and disasters.

KIOSK LOCATIONS:

- Carrabelle – Franklin County Courthouse Carrabelle Annex
Carrabelle Chamber of Commerce
- Eastpoint – Carquest
- Apalachicola – Franklin County Emergency Management
Apalachicola Chamber of Commerce
Apalachicola Post Office

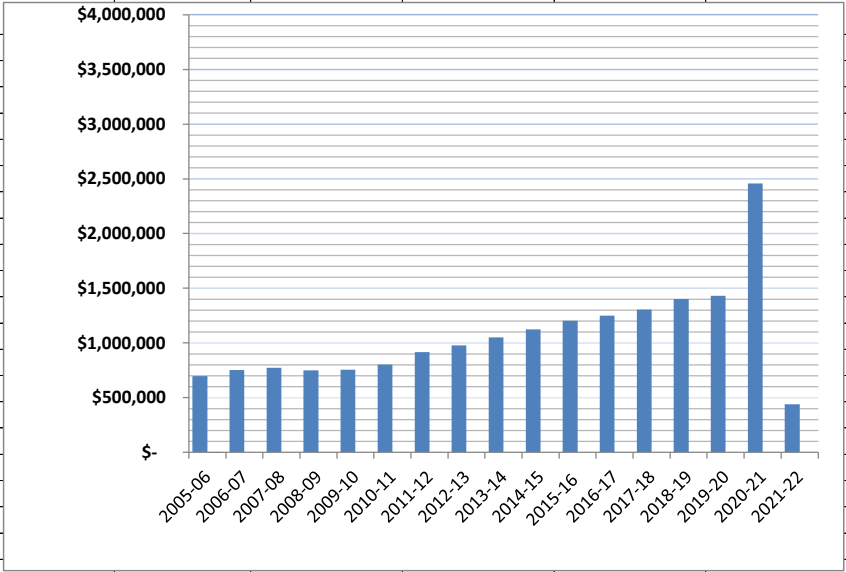
40. Reviewed the FEPA Legislative update for information pertaining to Emergency Management and FCEM Funding.
41. Scheduled FCEM for attendance at EM Day at the Capitol on February 10th.
42. EOC Staff are verifying our SERT Emergency Sites including Disaster Recover Center's, County Staging Areas, County Points of Distribution, Sandbag Distribution Locations, etc.

43. Contacted Howard regarding dumping sand at Sandbag Distribution Locations. Contacted FCSD regarding inmates filling sandbags.
44. EOC Staff are in the planning process for a WebEOC training for all persons who work the EOC during a disaster. This training will allow for ease of use of the WebEOC software during an event. Notices for this training will be sent out very soon.
45. EOC Staff are updating standard use forms for use during events/disasters.
46. Updating Contacts and the EOC Notification Directory.
47. Tim Keith Lucas, EOC Volunteer, Reorganized, Equipped, Tested, the display system for SitReps, Weather Tap and WebEOC.
48. 2/3/22 Contacted DOH- Environmental Health Regarding a complaint received. DOH EH is following up with the Originating Caller.

Pamela Brownell

Pamela Brownell
Director

**FCTDC Collections Report for
2020-21 Year-to-Date Report
Through November, 2021**

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Month	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17
2	October	\$ 35,409	\$ 32,810	\$ 39,697	\$ 38,598	\$ 39,568	\$ 36,996	\$ 48,383	\$ 53,543	\$ 57,652	\$ 58,876	\$ 75,085	\$ 95,108
3	November	\$ 24,824	\$ 24,717	\$ 27,183	\$ 25,889	\$ 25,863	\$ 26,438	\$ 34,442	\$ 40,334	\$ 34,741	\$ 40,066	\$ 44,449	\$ 46,044
4	December	\$ 20,422	\$ 16,056	\$ 22,987	\$ 23,167	\$ 16,531	\$ 19,936	\$ 21,597	\$ 21,511	\$ 29,748	\$ 30,979	\$ 24,693	\$ 41,580
5	January	\$ 19,681	\$ 26,490	\$ 22,911	\$ 22,960	\$ 26,171	\$ 23,359	\$ 30,393	\$ 33,657	\$ 34,707	\$ 38,805	\$ 47,002	\$ 41,669
6	February	\$ 29,294	\$ 44,901	\$ 40,835	\$ 39,452	\$ 33,679	\$ 34,981	\$ 52,046	\$ 49,366	\$ 52,883	\$ 42,755	\$ 64,494	\$ 60,423
7	March	\$ 51,243	\$ 45,643	\$ 61,091	\$ 49,779	\$ 53,117	\$ 61,990	\$ 66,598	\$ 80,880	\$ 78,180	\$ 83,626	\$ 80,018	\$ 84,583
8	April	\$ 69,609	\$ 70,430	\$ 66,135	\$ 73,881	\$ 53,935	\$ 70,611	\$ 81,642	\$ 90,243	\$ 81,115	\$ 101,310	\$ 103,120	\$ 89,950
9	May	\$ 100,486	\$ 114,101	\$ 123,222	\$ 104,769	\$ 120,471	\$ 90,635	\$ 140,204	\$ 115,590	\$ 135,897	\$ 143,700	\$ 131,348	\$ 110,485
10	June	\$ 107,484	\$ 166,404	\$ 138,840	\$ 143,508	\$ 151,641	\$ 172,030	\$ 143,805	\$ 195,838	\$ 210,506	\$ 195,093	\$ 213,949	\$ 226,795
11	July	\$ 149,857	\$ 95,128	\$ 128,027	\$ 131,277	\$ 114,121	\$ 147,874	\$ 140,000	\$ 153,198	\$ 164,200	\$ 182,236	\$ 253,603	\$ 242,037
12	August	\$ 51,353	\$ 69,864	\$ 57,498	\$ 56,312	\$ 71,378	\$ 60,698	\$ 93,912	\$ 86,743	\$ 107,784	\$ 129,880	\$ 82,664	\$ 121,809
13	September	\$ 38,598	\$ 46,282	\$ 45,740	\$ 41,299	\$ 47,760	\$ 57,593	\$ 63,037	\$ 57,171	\$ 64,199	\$ 75,778	\$ 81,869	\$ 90,214
14	Totals	\$ 698,262	\$ 752,825	\$ 774,166	\$ 750,890	\$ 754,234	\$ 803,141	\$ 916,059	\$ 978,073	\$ 1,051,612	\$ 1,123,104	\$ 1,202,294	\$ 1,250,696
15													
16	YOY %		\$ 54,564	\$ 21,341	\$ (23,275)	\$ 3,344	\$ 48,907	\$ 112,918	\$ 62,014	\$ 73,539	\$ 71,492	\$ 79,190	\$ 48,401
17			7.8%	2.8%	-3.0%	0.4%	6.5%	14.1%	6.8%	7.5%	6.8%	7.1%	4.0%
18													
19	Month	2017-18	2018-19	2019-20	2020-21	2021-22	Increase / Decrease						
20	October	\$ 85,823	\$ 38,417	\$ 89,660	\$ 147,542	\$ 294,549	\$ 147,007						
21	November	\$ 49,441	\$ 87,784	\$ 57,067	\$ 86,470	\$ 144,833	\$ 58,363						
22	December	\$ 37,182	\$ 46,715	\$ 52,527	\$ 67,724								
23	January	\$ 51,389	\$ 52,063	\$ 54,422	\$ 115,730								
24	February	\$ 58,338	\$ 66,632	\$ 95,017	\$ 84,508								
25	March	\$ 111,947	\$ 127,975	\$ 71,947	\$ 149,485								
26	April	\$ 103,422	\$ 82,258	\$ 20,067	\$ 181,178								
27	May	\$ 140,130	\$ 166,130	\$ 123,839	\$ 276,459								
28	June	\$ 269,049	\$ 300,092	\$ 283,735	\$ 327,038								
29	July	\$ 215,933	\$ 209,374	\$ 253,488	\$ 551,474								
30	August	\$ 111,323	\$ 134,239	\$ 190,136	\$ 306,565								
31	September	\$ 70,419	\$ 90,052	\$ 140,186	\$ 164,076								
32	Totals	\$ 1,304,398	\$ 1,401,732	\$ 1,432,091	\$ 2,458,249	\$ 439,381	\$ 205,370						
33													
34	YOY %	\$ 53,702	\$ 97,334	\$ 30,360	\$ 1,026,157	\$ (2,018,868)							
35		4.29%	7.46%	2.17%	71.65%								
36													
37	* October and November 2018 due to Hurricane Michael statistically are outliers.												
38	October and November 2019 compared with 2017-18 amounts are more representative,												
39	thus, these months show increases of 10% and 9% respectively, or YTD increase of 31%.												
40	* Coronavirus-19 March 1 - May 18 2020												
41	* July 1, 2021 Increase in tax rate to 3%												
42	* 2020-21 increase if rate had stayed at 2% > \$685,452.64 or 47.86% increase												

**Franklin County Tourist Development Council
501(c)(3) Museum Projects Grant Application
2021-22**

Section 1. Organizational Information:

Organization Corporate Name: Apalachicola Area Historical Society
Address: P. O. Box 75 Apalachicola FL 32329
Contact Person: Catharine Greene
Phone Number 850-323-2305
Email Address aahs.raney@gmail.com
FEIN #: 59-1677700 (DUNS # 019548730)

Have you previously received TDC funding for this program? **N**

Section 2. Museum Information:

Name: Raney House Museum
Location: 128 Market Street Apalachicola, FL 32320
Hours of Operation: Tuesday -Saturday 10am to 4pm
Manager: Caty Greene
Manager email: catygreene32320@gmail.com
Web Site: apalachicolahistoricalsociety.org

Section 3. Supporting Information to be Provided:

- A brief description of the project and how it will improve in promoting tourism and preserving the heritage of the community, to attract tourists and improve the property that is open to the public.

The Raney House Museum is a prominent feature of Apalachicola's heritage tourism. It offers visitors the experience of life in the Florida Territorial Period (1821-1845) and beyond, with period displays of furnishings and artifacts. Its docents offer guided tours of the house, and provide not only information about the Raney Family, but the area from the antebellum period through the Civil War. The Museum sells popular books whose contents promote the history and natural beauty of Franklin County. The Raney House Museum is currently struggling with the deterioration of its prominent façade including four twenty foot tall columns. Replacement

of these columns will help make the museum more attractive to visitors, and show the commitment of the community in featuring its unique history.

- Project budget and bids

Replacement of four historic wooden columns: Columns PLUS installation exceeds \$25,000

GRANT REQUEST: \$25,000

Imperial Productions \$19,289.52 (Fiberglass) and \$20,148.43 ("PolyComp" Somerset Door and Column \$22,800 (wood, freight including but only estimated)

Worthington \$33,352.41 (wood) to \$34,401.93 (fiberglass) freight included

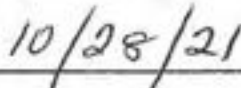
Melton Classics quotes anticipated in wood and man-made material

Installation of columns is estimated to be around \$2500 per column (will provide estimate separately), some freight estimated separately, but some included

- Corporate filing or Government Resolution (included as separate document)
- Documentation of Participation with Accrediting or Funding organization Member, Florida Museum Association (attached), recipient of TCTDC museum funds



Signature of Authorized Agent



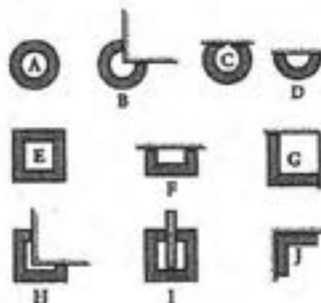
Date

 Imperial Productions & Distribution Inc. 555 Riverwalk Parkway Tonawanda NY 14150 Phone 800-399-7555 Fax 866-244-1083 sales@imperialproductions.com		Quote US-\$ Date: OCT 28 21 Quote # 102621A FIBERGLASS				
SHIP TO ATTN Raney House Museum ADDRESS Cady Greene 128 Market St CITY/STATE Apalachicola FL ZIP/CD 32320 PHONE 850-323-2305 EMAIL cadygreene32320@gmail.com DESIGNER CLIENT		BILL TO DETAILS Raney House Museum Cady Greene 128 Market St Apalachicola FL 32320 850-323-2305 cadygreene32320@gmail.com				
Freight Conditions <i>Freight paid on behalf of Client</i> <i>All Deliveries Require Signature</i> <i>Regular Business Hours Mon-Fri</i> <i>Any packages instructed by Client will be billed Extra of Freight Carrier's Rate</i>		FREIGHT ADDITIONAL US \$ FREIGHT 0.00 US \$ CRATING 0.00				
QTY	OUR CODE	PRODUCT DESCRIPTION	LIST	DISC %	Price	US \$
4	PTU620245-TCB	Tucson Tapered Smooth Fiberglass Shaft, Cap-Base I/compolymer 20 Feet, Top Shaft 20", Bottom 23-1/2", Load 20,000lbs 6.086 m, Top Shaft 50.8cm, Bottom 59.68cm, Load 9.07mtons All measurements are approximate, and may vary per piece Consult with your Structural Engineer for Load Bearing Application ASTM E-84 Unfinished Building Component, integration hardware not included Made in USA	8,037.30	40.00	4,822.38	19,289.52
Customs / Special Order unfinished components: allow approximately 4-6 weeks from time of payment plus freight time						
						TOTAL US\$ 19,289.52
DATE SIGNATURE Raney House Museum <i>I certify that I am the authorized cardholder</i>						TAX 0.00
I agree to the terms & conditions as per part II of this agreement of sale and on Imperial's website, www.imperialproductions.com Product suitability is the responsibility of the client or 3rd party designer. Product measurements are approximate only, variances from manufacturer's tolerances All Sales Final, no exchanges, returns or cancellations This quote does not constitute an agreement for a guaranteed delivery date unless a separate delivery agreement is signed and prepared by our legal dept. Timing can be delayed by freight carriers, weather, border customs, holidays, strikes, acts of war, act of god or changing manufacturing schedule all out of Imperial's control. EXW eastern warehouse: When the carrier takes the goods all risk reverts to the purchaser. Freight claims are with the freight carrier Prices are net. Taxes are charged where applicable, otherwise client is responsible for local remittance. All warranties reside with the manufacturer not the distributor Imperial Productions & Distribution Inc.						Total US\$ 19,289.52
PLEASE SIGN AND RETURN ALL FORMS PROVIDED						

 Imperial Productions & Distribution Inc. 555 Riverwalk Parkway Tonawanda NY 14150 Phone 800-399-7595 Fax 866-244-1083 sales@imperialproductions.com		Quote US-\$ Date: OCT 20 21 Quote # 1008218 POLYCOMP				
SHIP TO ATTN ADDRESS CITY/STATE ZIP/CD PHONE EMAIL DESIGNER		BILL TO DETAILS Raney House Museum Cady Greene 128 Market St Apalachicola FL 32520 850-323-2305 cadygreene32320@gmail.com				
Freight Condition: Freight paid on behalf of Client All Deliveries Require Signature Regular Business Hours Mon-Fri Any upgrades instructed by Client will be billed Extra at Freight Carrier's Rate		FREIGHT ADDITIONAL US \$ FREIGHT 0.00 US \$ CRATING 0.00 US \$ 0.00				
QTY	OUR CODE	PRODUCT DESCRIPTION	LIST	DISC %	Price	US \$
4	PPC20245-TBTC	PolyCompTM Smooth Taper 20FT-24", Cap/Base OD Bottoms 23-3/4", Top 19-3/4", Height 20 Feet Load Bearing 20,000 LBS SEE ATTACHED DRAWING Assembly, Filing, Sanding & Priming required by others Splitting for wrap is NOT included in this quote Consult your structural engineer for load bearing application Integration Hardware is not included All measurements are approximate, and may vary per piece Interior/Exterior: Paint immediately to protect against elements ASTM E-84 Made in USA: 70% calcium carbonate, 5% marble, 25% Resins	8,995.18	40.00	5,397.11	20,148.43
NOTES:		Custom / Special Order unfinished components; allow approximately 4-6 weeks from time of payment plus freight time				
Mfg Variances						
Usage						
Fire-Rating						
					TOTAL US\$	20,148.43
DATE					TAX	0.00
SIGNATURE					TOTAL US\$	20,148.43
Raney House Museum or I certify that I am the authorized cardholder						
I agree to the terms & conditions as per part B of this agreement of sale and on Imperial's website, www.imperialproductions.com Product suitability is the responsibility of the client or 3rd party designer. Product Measurements are approximate only, variances from manufacturer's tolerances All Sales Final, no exchanges, returns or cancellations This quote does not constitute an agreement for a guaranteed delivery date unless a separate delivery agreement is signed and prepared by our legal dept. Timing can be delayed by freight carriers, weather, border customs, holidays, strikes, acts of war, act of god or changing manufacturing schedule all out of Imperial's control. EXW our only warehouse: When the carrier takes the goods all risk reverts to the purchaser. Freight claims are with the freight carrier Prices are net. Taxes are charged where applicable, otherwise client is responsible for local residence. All warranties reside with the manufacturer not the distributor Imperial Productions & Distribution Inc.						
PLEASE SIGN AND RETURN ALL FORMS PROVIDED						



Somerset Door & Column
174 Sagamore Street
Somerset, PA 15501
Phone: (814) 444-9427
Fax: (814) 443-1658
www.doorandcolumn.com



Column Proposal

Date 10/25/2021	Quote ID 21-0876
Office Rep Pete Putyrski	

Attention CATY

Customer APALACHICOLA AREA HISTORICAL SOCIETY
CATY GREENE

Customer Phone 850-323-2305

Customer Fax

Customer E-mail Catharine Greene <catygreene32320@gm...

Account #

Project/Job Name

Reference	Terms	*Freight	Rep
	50% Dep, Bal Due At Shipping	TALAHASSEE FL	

Line	Item	Description	Qty	Unit Price	Total
A	TYPE 'A' COLUMN	PRIMED SAPELE COLUMN * TYPE 'A' FULL ROUND * DORIC FLUTED SHAFT * 22" X 17-1/4" X 240" * #130 CAP & BASE * PRIMED OUTSIDE * ASPHALT COATED INSIDE * NO WOOD PLINTH VENTED * FOR EXTERIOR USE * SHIPPING	4	5,700.00	22,800.00

Sales Tax (0.0%) \$0.00

Total \$22,800.00

NOTES: There is an additional fee for residential delivery or extra services such as a lift gate. Quantity change could result in an increase of the price. Quoting our standard construction methods & tooling unless noted. No guarantee of color or grain match with any woods. Typical lead time is 4-6 weeks. Inquire at time of order to verify.

Accepted by Customer

Date

Quotes are valid
for 30 days.

CPTENP040921



WORTHINGTON®
American Made Architectural Products

114 S. Conner Street
Enterprise, AL 36330

ORDER QUOTE

Date	Estimate #
10/26/2021	70917

Phone #	800.872.1608	Fax #	850.640.0488
---------	--------------	-------	--------------

Name / Address
Caty Greene 32320

This Estimate Expires In 60 Days				
P.O. No.	Terms	Rep	Project	
	PREPAID	CT		
Item	Description	Qty	Cost	Total
NS	24" x 20' Round Tapered Fluted Cedar with Tuscan Cap and Base	4.00	7,888.1025	31,552.41T
FREIGHT	FREIGHT CHARGES	1.00	1,800.00	1,800.00
IMPORTANT: FREIGHT CARRIER DOES NOT UNLOAD DELIVERY. IF YOU NEED ASSISTANCE PLEASE CONTACT WORTHINGTON ABOUT LIFT GATE AND INSIDE DELIVERY OPTIONS. THEY ARE AN EXTRA FEE ALL DAMAGES MUST BE REPORTED AT THE TIME OF DELIVERY. PLEASE INSPECT YOUR SHIPMENT ONCE YOU RECEIVE IT. DO NOT SIGN DELIVERY RECEIPT UNLESS DRIVER NOTES DAMAGES. IF DAMAGE IS NOTICED AFTER DELIVERY, IT IS THE CUSTOMERS RESPONSIBILITY TO FILE A CLAIM WITH THE CARRIER.				
Lead Time: 5-6 Weeks				
		Subtotal		
		\$33,352.41		
		Sales Tax (0.0%)		
		\$0.00		
		Total		
		\$33,352.41		

Dear Client,

Thank you for the opportunity to quote you on these items. Please check each item and carefully review the terms and conditions that are included. All orders under \$10,000, or with a lead time less than 4 weeks, must be paid in full before order will be placed. All orders over \$10,000, and over 4 week lead time require a 50% down payment to place order. ALL ORDERS MUST BE PAID IN FULL PRIOR TO SHIPMENT. All orders not paid prior to shipment will not be shipped, and additional storage fees may apply. If you return an item, a 25% restocking fee will be assessed. ALL CUSTOM ORDERS ARE NON-RETURNABLE AND NON-REFUNDABLE. To place an order, please date each page of the QUOTE, and sign the Terms and Conditions. If sending a check, we will process your order when we receive the check. If you need installation instructions please contact us at 1-800-872-1608. Estimate is good for 60 days.

Signature _____



ORDER QUOTE

Date	Estimate #
10/21/2021	70878

Phone #	800.872.1608	Fax #	850.640.0488
---------	--------------	-------	--------------

Name / Address
Caty Greene 32320

		This Estimate Expires In 60 Days		
P.O. No.	Terms	Rep	Project	
	PREPAID	CT		
Item	Description	Qty	Cost	Total
12420FL	24" X 20' FLUTED ROUND TAPERED WORTHINGTONCAST™ COLUMN WITH FIBERGLASS TUSCAN CAPITAL & BASE	4.00	8,500.4825	34,001.93T
FREIGHT	FREIGHT CHARGES	1.00	400.00	400.00
<p>**IMPORTANT: FREIGHT CARRIER DOES NOT UNLOAD DELIVERY. IF YOU NEED ASSISTANCE PLEASE CONTACT WORTHINGTON ABOUT LIFT GATE AND INSIDE DELIVERY OPTIONS. THEY ARE AN EXTRA FEE** ALL DAMAGES MUST BE REPORTED AT THE TIME OF DELIVERY. PLEASE INSPECT YOUR SHIPMENT ONCE YOU RECEIVE IT. DO NOT SIGN DELIVERY RECEIPT UNLESS DRIVER NOTES DAMAGES. IF DAMAGE IS NOTICED AFTER DELIVERY, IT IS THE CUSTOMERS RESPONSIBILITY TO FILE A CLAIM WITH THE CARRIER.</p>				
		<p>Subtotal</p>		

Dear Client,
Thank you for the opportunity to quote you on these items. Please check each item and carefully review the terms and conditions that are included. All orders under \$10,000, or with a lead time less than 4 weeks, must be paid in full before order will be placed. All orders over \$10,000, and over 4 week lead time require a 50% down payment to place order. **ALL ORDERS MUST BE PAID IN FULL PRIOR TO SHIPMENT.** All orders not paid prior to shipment will not be shipped, and additional storage fees may apply. If you return an item, a 25% restocking fee will be assessed. **ALL CUSTOM ORDERS ARE NON-RETURNABLE AND NON-REFUNDABLE.** To place an order, please date each page of the QUOTE, and sign the Terms and Conditions. If sending a check, we will process your order when we receive the check. If you need installation instructions please contact us at 1-800-872-1608. Estimate is good for 60 days.

Signature _____

Museums

Welcome to the FAM on-line database of Florida museums. This database of over 400 Florida museums includes in-depth information on their collections, exhibits, programs, etc. This information is constantly updated, and we're adding new information and museums all the time. So bookmark this database and visit it whenever you need to research Florida museums.

Search Phrase	Museum Type	Region	City	
raney house	Museum Type ▾	Northwest ▾	Apalachicola	Search

Results: 1-1 of 1.

The Apalachicola Area Historical Society (AAHS)

Apalachicola, Florida

History, Historic House, Historical Society

The chief responsibility of the AAHS is the operation and management of the 1838 Raney House Museum which is owned by the City of Apalachicola and was officially recorded in National Register of Historic Places on January 22, 1973. The Raney House Museum has on display furniture, documents and other artifacts from the 19th century.

<https://aahs.wildapricot.org/>

Results: 1-1 of 1.

 [Back To Top](#)

ADDRESS PO Box 10951
Tallahassee, FL
32302

PHONE P: 850.222.6028
& FAX F: 850.222.6112
fam@flamuseums.org

STAY IN Like Us On Facebook
TOUCH Follow Us On Twitter

CITY OF APALACHICOLA

192 Coach Wagoner Boulevard • Apalachicola, Florida 32320 • 850-653-9319 • Fax 850-653-2205
www.cityofapalachicola.com



Mayor
Kevin Begos

May 14, 2021

Commissioners
Brenda Ash
Adriane Elliott
Despina George
Anita Grove

Division of Historical Resources
R A Gray Building
500 S Bronough Street
Tallahassee, FL 32399-0250

City Manager
Travis Wade

City Clerk
Deborah Guillotte, CMC

As the duly authorized representative of the City of Apalachicola, I hereby acknowledge the City's support for and full concurrence with this proposed project and this application for grant assistance.

City Attorney
Kristy Branch Banks

The Historic Raney House dates to the 1830's, is identified as part of the City's 1980 Historic District designation (NR 72000316), and recognized on the National Register of Historic Places (FR00066), and is a pillar within the overall building stock of Historic Apalachicola.

While the structure is in good condition for 183 year old wooden home, many elements of the exterior are in urgent need of being addressed. These include elements affecting the columns, windows, exterior paint, some foundation repair, and potential electrical upgrading. All these are identified and addressed in this application and provide a framework for preservation of this centerpiece of Historic Downtown Apalachicola.

Please accept this as the City of Apalachicola's full support for the Apalachicola Area Historical Society to pursue this effort.

Sincerely,

Travis Wade
City Manager



GARLICK ENVIRONMENTAL ASSOCIATES, INC.

SPECIALIZING IN: REGULATORY PERMITS • WETLANDS/UPLAND JURISDICTIONAL
DELINEATIONS • SUBMERGED LAND LEASES • ECOLOGICAL INVENTORY ASSESSMENTS •
CONSERVATION AND OTHER EASEMENTS • EXPERT WITNESS AND ENVIRONMENTAL
LITIGATION SERVICES • MITIGATION • CULTURAL RESOURCE ANALYSIS • CREATIVE
MARINA, DOCK, AND SUBDIVISION DESIGN

LETTER OF TRANSMITTAL

January 11, 2022

Mark Currenton
Franklin County Planning Department
34 Forbes Street, Suite 1
Apalachicola, FL 32320

RE: Brett Jones Application for Development GEA 21-260
55 S Bayshore PID 36-08S-07W6400-0000-0030

Mark,

Please find attached exhibits for a revetment and pier proposed at 55 S Bayshore Drive, Parcel ID 36-08S-07W-6400-0000-0030. Currently there is erosion of the shoreline towards the existing structures. This erosion will eventually undermine these existing structures. A revetment is proposed to halt this erosion. A pier will also be constructed to replace a previously existing structure. We are requesting this be on the February meeting.

If you have any questions or need any additional assistance, please do not hesitate to call us at (805) 653-8899 or email us derek@garlickenv.com or dan@garlickenv.com.

Sincerely,

Derek Roberts
Garlick Environmental Associates, Inc.

Attachments

Parcel Summary

Parcel ID 36-08S-07W-6400-0000-0030
Location Address 55 S BAYSHORE DR
 EASTPOINT 32328
Brief Tax Description* LOT 3 SPANISH OAKS SUB 626/740 1306/379
**The Description above is not to be used on legal documents.*
Property Use Code SINGLE FAM (000100)
Sec/Twp/Rng --
Tax District East Point (District 5)
Millage Rate 14.2322
Acreage 1.215
Homestead N

[View Map](#)

Owner Information

Primary Owner
 Jones Brett
 146 River Street
 Ellijay, GA 30540

Land Information

Code	Land Use	Number of Units	Unit Type	Frontage	Depth
000020	S BAYSHR BF	1.22	AC	0	0

Residential Buildings

Building 1
Type EASTPT SF
Total Area 4,198
Heated Area 2,825
Exterior Walls CB STUCCO
Roof Cover COMP SHINGL
Interior Walls DRYWALL
Frame Type N/A
Floor Cover HARDWOOD; CARPET
Heat AIR DUCTED
Air Conditioning CENTRAL
Bathrooms 3
Bedrooms 4
Stories 0
Effective Year Built 2003

Extra Features

Code	Description	Number of Items	Length x Width x Height	Units	Unit Type	Effective Year Built
0359	PLASTIC FENCE 6'	1	0 x 0 x 0	150	LF	0
1046	HOT TUBS	1	0 x 0 x 0	1	UT	1990
0580	BRICK WALK	1	0 x 0 x 0	200	SF	1990
0650	CON DR WAY	1	0 x 0 x 0	2,895	SF	1990

Sales

Multi Parcel	Sale Date	Sale Price	Instrument	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
N	06/22/2021	\$989,000	WD	1306	379	Qualified (Q)	Improved	KOZLOWSKY	JONES
N	10/15/1999	\$279,500	WD	626	740	Qualified (Q)	Improved	BEAVERS	KOZLOWSKY

Valuation

	2021 Certified	2020 Certified	2019 Certified	2018 Certified	2017 Certified
Building Value	\$242,032	\$227,895	\$229,895	\$201,622	\$201,622
Extra Features Value	\$7,701	\$7,601	\$7,601	\$19,601	\$19,601
Land Value	\$139,725	\$111,780	\$111,780	\$193,185	\$193,185
Land Agricultural Value	\$0	\$0	\$0	\$0	\$0
Agricultural (Market) Value	\$0	\$0	\$0	\$0	\$0
Just (Market) Value	\$389,458	\$347,276	\$349,276	\$414,408	\$414,408
Assessed Value	\$382,004	\$347,276	\$318,830	\$324,885	\$318,203
Exempt Value	\$0	\$0	\$50,000	\$50,000	\$50,000
Taxable Value	\$382,004	\$347,276	\$268,830	\$274,885	\$268,203
Maximum Save Our Homes Portability	\$7,454	\$0	\$30,446	\$89,523	\$96,205

"Just (Market) Value" description - This is the value established by the Property Appraiser for ad valorem purposes. This value does not represent anticipated selling price.

TRIM Notice 2021

[2021 TRIM Notice \(PDF\)](#)

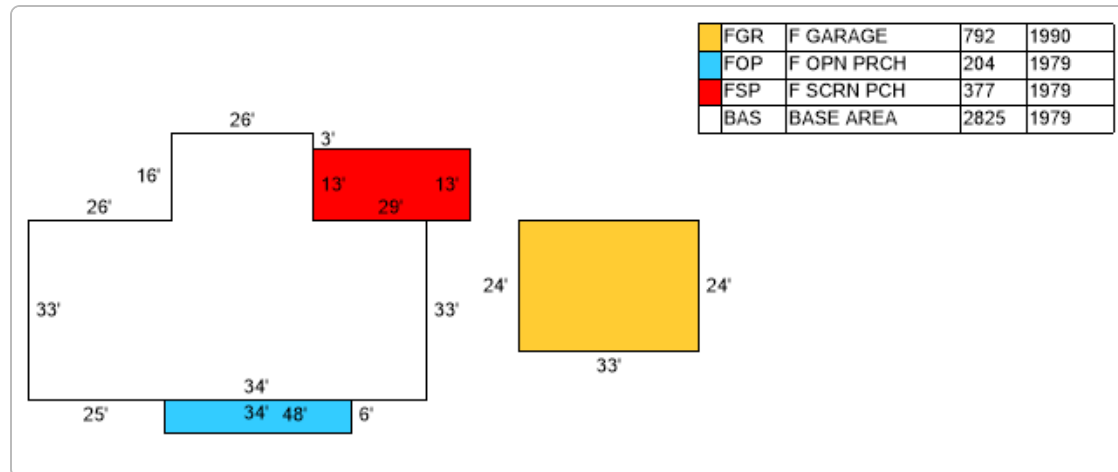
TRIM Notice 2020

[2020 TRIM Notice \(PDF\)](#)

TRIM Notice 2019

[2019 TRIM Notice \(PDF\)](#)

Sketches



No data available for the following modules: Commercial Buildings.

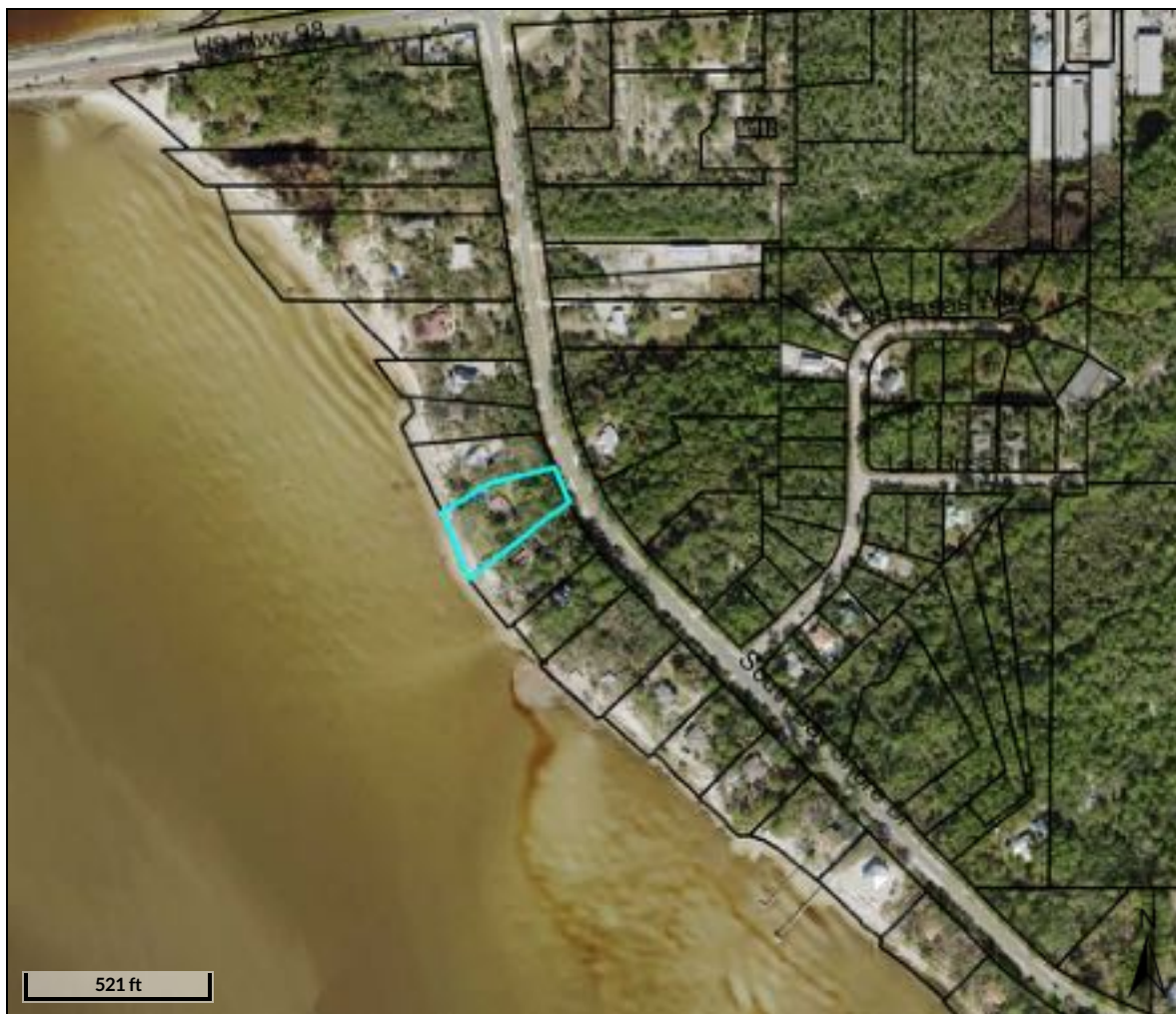
Franklin County makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The assessment information is from the last certified taxroll. All data is subject to change before the next certified taxroll.

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Last Data Upload: 1/28/2022, 8:13:13 AM

Version 2.3.174

Developed by
 Schneider
 GEOSPATIAL



Overview



Legend

-  Parcels
-  Roads
-  City Labels

Parcel ID 36-08S-07W-6400-0000-0030

Sec/Twp/Rng --

Property Address 55 S BAYSHORE DR
EASTPOINT

District 5

Brief Tax Description LOT 3 SPANISH OAKS SUB

(Note: Not to be used on legal documents)

Alternate ID 07W08S36640000000030

Class SINGLE FAM

Acreage 1.215

Owner Address JONES BRETT
146 RIVER STREET
ELLIJAY, GA 30540

Date created: 1/28/2022

Last Data Uploaded: 1/28/2022 8:13:13 AM

Developed by  Schneider
GEOSPATIAL



APPLICATION FOR DEVELOPMENT

FRANKLIN COUNTY BUILDING DEPARTMENT

34 Forbes Street, Suite 1, Apalachicola, Florida 32320

Phone: 850-653-9783 Fax: 850-653-9799

http://www.franklincountyflorida.com/planning_building.aspx

PERMIT # _____

FEE: \$ _____

RADON: \$ _____

FLOOD: \$ _____

C.S.I.: \$ _____

TOTAL: \$ _____

NOTE TO APPLICANTS AND PERMIT HOLDERS:

VIOLATIONS OF THE TERMS AND CONDITIONS OF THIS PERMIT MAY WARRANT A STOP WORK ORDER OR REVOCATION OF THIS PERMIT. THIS PERMIT IS VALID FOR ONE YEAR FROM THE DATE OF ISSUANCE.

CONSTRUCTION MUST COMMENCE WITHIN SIX MONTHS OF THIS DATE:

ISSUANCE DATE: _____ EXPIRES: _____

- ☐ New Constuction
☐ Commercial
☐ Residential
☐ Substantial Improvement
☐ Less than Substantial

APPLICATION MUST BE COMPLETE:

Property Owner/s: Brett Jones

Contact Information: Home #: _____ Cell #: 706-889-0500 BY: _____

Mailing Address: 146 River Street City/State/Zip: Ellijay, GA 30540

EMAIL Address: brett@brettjoneslaw.com @ _____

Contractor Name: _____ Business Name: _____

Contact Information: Office #: _____ Cell #: _____

State License #: _____ County Registration #: _____

Mailing Address: _____ City/State/Zip: _____

EMAIL Address: _____ @ _____

PROPERTY DESCRIPTION: 911 Address: 55 S Bayshore Eastpoint FL 32328

Lot/s: 3 Block: _____ Subdivision: Spanish Oaks Unit: _____

Parcel Identification #: 36-085-07W-6400-0000-0030

JURISDICTION: ☒ Franklin County ☐ City of Apalachicola ☐ City of Carrabelle
☐ Apalachicola ☒ Eastpoint ☐ St. George Island ☐ Carrabelle ☐ Dog Island ☐ Lanark/ St. James ☐ St. Teresa ☐ Alligator Point

DESCRIPTION OF DEVELOPMENT: Construction of bank protection and dock

ZONING DISTRICT: _____ **CONTRACT COST:** _____

HEATED SQ FT: _____ **UN-HEATED SQ FT:** _____ **TOTAL SQUARE FOOT:** _____

ROOF MATERIAL: _____ **FOUNDATION TYPE:** _____ **LOT DEMENSION:** _____

SEPTIC TANK PERMIT # _____ **OR SEWER DISTRICT:** _____

WATER DISTRICT: _____ **OR PRIVATE WELL:** _____

WATER BODY: _____

CRITICAL SHORELINE DISTRICT: YES OR NO **CRITICAL HABITAT ZONE:** YES OR NO

FLOOD ZONE INFORMATION: EFFECTIVE DATE: February 5, 2014

PANEL NUMBER: 12037C0532F **FIRM ZONE/S:** AH (12 Feet)

ELEVATION REQUIREMENTS AS PER SURVEY: _____

☐ Requires V-Zone Certification ☐ Requires Elevation Certificates ☐ Requires Smart Vents ☐ Requires Breakaway Walls

BUILDING OFFICIAL _____ **DATE** _____ **FLOODPLAIN ADMIN.** _____ **DATE** _____ **OWNER/CONTRACTOR** _____ **DATE** _____

SUPPLEMENTAL APPLICATION

- 1- Proposed Alteration of the Land:
- Determination of COE & DEP Wetlands: _____
 - Amount and location of Fill to be placed on property: _____
 - Percentage of land to be placed in impervious surface: _____
- 2- Critical Shoreline Inspection:
- Construction to be a minimum of 50 feet from the mean high water or wetland: _____
(Must be indicated on submitted site plan)
 - Construction within 50 feet of the mean high water or wetlands: _____
 - Attach the Board of Adjustment Approval: Date of Approval: _____
(Expires One Year From Approval Date)
- 3- Elevation Requirements:
- FLOOD ZONE: _____ BASE FLOOD ELEVATION: _____
 - LOWEST BASE FLOOD ELEVATION AT BUILDING SITE: _____
 - A/AE/AH/AO ZONES: Elevation of bottom of the first floor: _____
 - VE Zones: Elevation of the first floor horizontal support structure: _____

DEVELOPMENT APPLICATION CHECKLIST

RESIDENTIAL:

- ____ Application
____ Supplemental Application
____ Boundary Survey (Non-Flood Zones)
____ Site Plan
____ Septic Tank Permit
____ Energy Code Form
____ 2 Complete Sets of Building Plans
☐ Wind Load Analysis ☐ Engineered
____ State Permits
☒ DEP Permits ☒ COE Permits ☐ FDOT Permits
____ Portable Toilet Agreement
____ Owner/Builder Affidavit
____ Dumpster Affidavit
____ Termite Affidavit
____ Turtle Light Affidavit (If Applicable)
____ Recorded Notice of Commencement

FORMS REQUIRED IN FLOOD ZONES: (Additional)

- ____ Topographical Survey
____ Flood Plain Management Review (Requires Permit)
____ V Zone Certification (If Applicable)
____ Smart Vent Certification (If Applicable)
____ Elevation Affidavit

COMMERCIAL: (Additional to Residential)

- ____ P&Z Approval Notice
____ BOA Approval Notice
____ BCC Approval Notice
____ DBR Approval
____ Parking Plan
____ Flood Proofing Certification (If Applicable)
____ DEP Storm Water Permit/Exemption

SUB-CONTRACTOR LIST

PLEASE BE ADVISED THAT ALL CONTRACTORS DOING WORK IN FRANKLIN COUNTY MUST BE REGISTERED IN FRANKLIN COUNTY PRIOR TO PERFORMING ANY WORK IN THIS COUNTY. ALL GENERAL, RESIDENTIAL & BUILDING, ELECTRICAL, PLUMBING, HVAC & ROOFING CONTRACTOR'S ARE REQUIRED TO PULL PERMITS ON ALL NEW, RENOVATIONS, REMODEL PROJECTS.

CONTRACTOR OR OWNER HAS CONTRACTED WITH THE FOLLOWING

- | | | | |
|-------------------|-------------------------------------|-------------------|-------------------------------------|
| Contractor: _____ | <input type="checkbox"/> Registered | Insulation: _____ | <input type="checkbox"/> Registered |
| Electrical: _____ | <input type="checkbox"/> Registered | Painting: _____ | <input type="checkbox"/> Registered |
| Plumbing: _____ | <input type="checkbox"/> Registered | Framing: _____ | <input type="checkbox"/> Registered |
| HVAC: _____ | <input type="checkbox"/> Registered | Masonry: _____ | <input type="checkbox"/> Registered |
| Roofing: _____ | <input type="checkbox"/> Registered | Tile: _____ | <input type="checkbox"/> Registered |
| Piling: _____ | <input type="checkbox"/> Registered | Other: _____ | <input type="checkbox"/> Registered |
| Concrete: _____ | <input type="checkbox"/> Registered | Other: _____ | <input type="checkbox"/> Registered |
| Siding: _____ | <input type="checkbox"/> Registered | Other: _____ | <input type="checkbox"/> Registered |



PREPARED BY: GARLICK ENVIRONMENTAL ASSOCIATES, INC.

P. O. BOX 385, APALACHICOLA FLORIDA 32329-0385 (850) 653-8899 FAX (850) 653-9656 garlick@garlickenv.com
LB No. 7415

APPLICANT/CLIENT: Brett Jones

WATERBODY/CLASS: Apalachicola Bay

PURPOSE: Environmental Permitting

PROJECT LOCATION / USGS: Franklin County

LATITUDE: 29° 43' 55.88"

LONGITUDE: 84° 53' 58.47"

SECTION: 36 TOWNSHIP: 8 S RANG: 7 W

JOB: 21-260

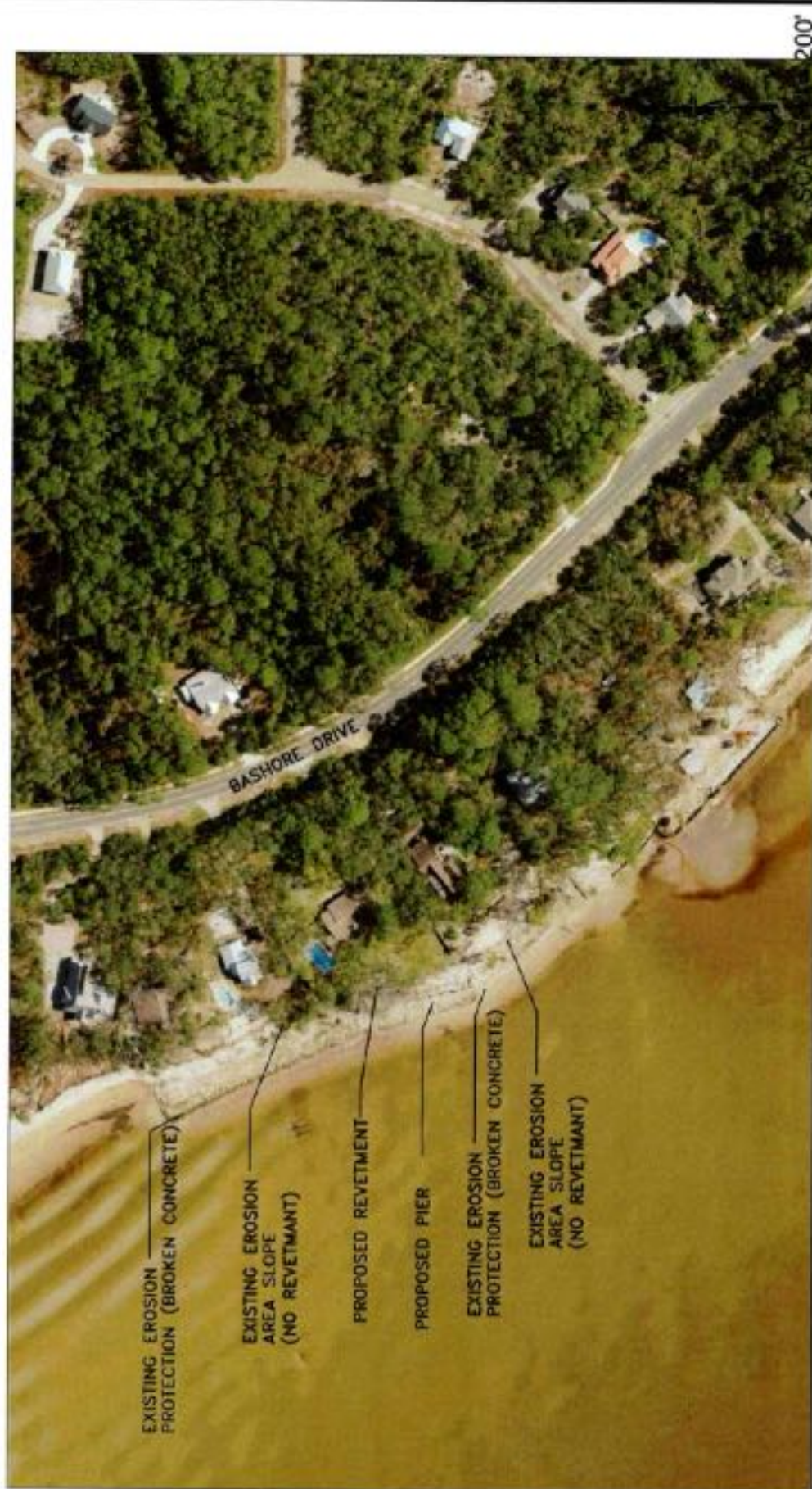
DEP:

COE:

OTHER: 55 S Bayshore Drive

DATE: December 7 2021

SHEET: 1/3





PREPARED BY: GARLICK ENVIRONMENTAL ASSOCIATES, INC.

P. O. BOX 385, APALACHICOLA FLORIDA 32329-0385 (850) 653-8899 FAX (850) 653-9656 garlick@garlickenv.com

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JOB: 21-260

DEP:

COE:

OTHER: 55 S Bayshore Drive

DATE: December 7 2021

SHEET: 2/3



SCALE 1" = 50'



PREPARED BY: GARLICK ENVIRONMENTAL ASSOCIATES, INC.

P. O. BOX 385, APALACHICOLA FLORIDA 32329-0385 (850) 653-8899 FAX (850) 653-9656 garlick@garlickenv.com

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PURPOSE: Environmental Permitting

PROJECT LOCATION / USGS: Franklin County

LATITUDE: 29° 43' 55.88"

LONGITUDE: 84° 53' 58.47"

SECTION: 36 TOWNSHIP: 8 S RANG: 7 W

JOB: 21-260

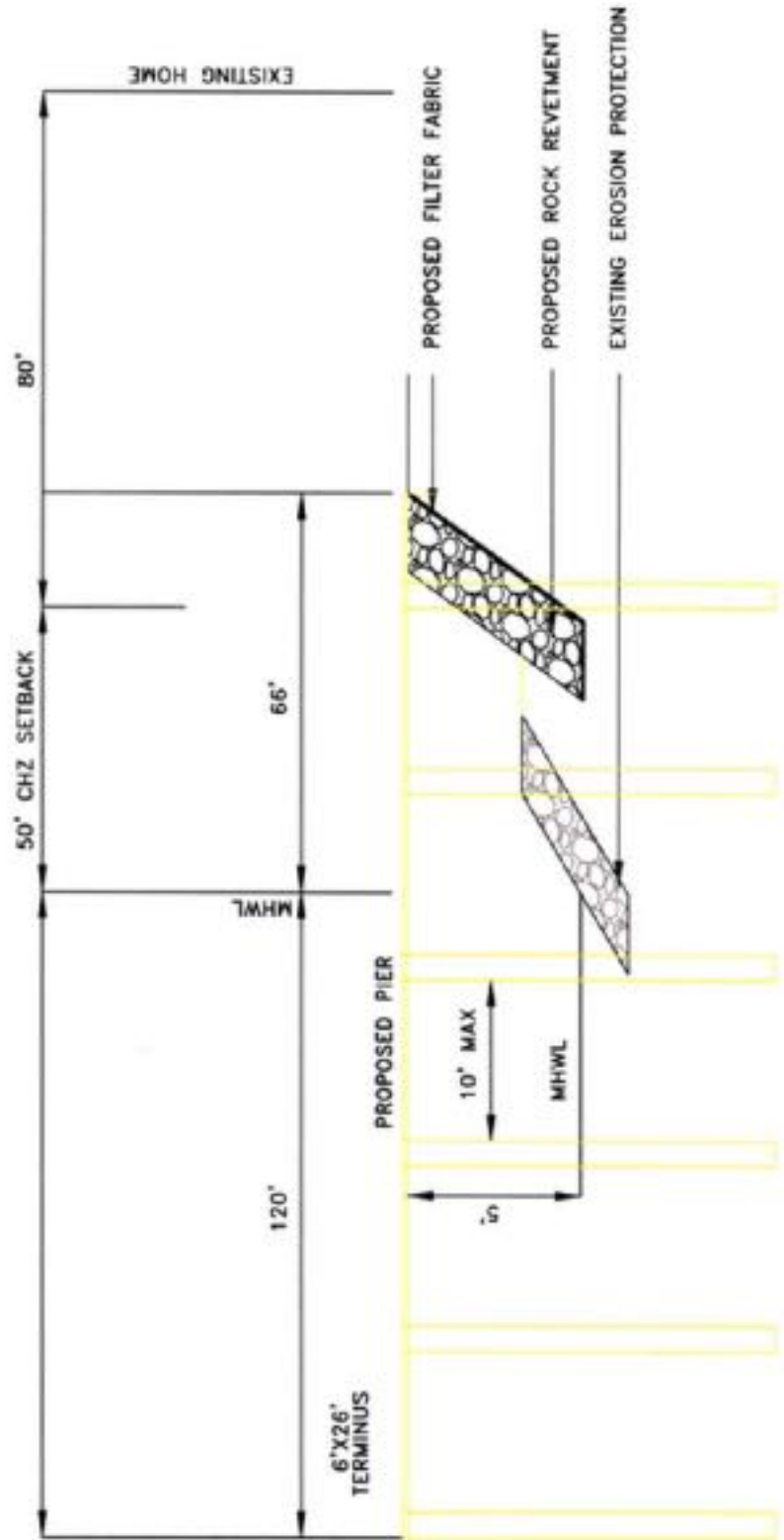
DEP:

COE:

OTHER: 55 S Boyshore Drive

DATE: December 7 2021

SHEET: 3/3



PREPARED BY: GARLICK ENVIRONMENTAL ASSOCIATES, INC.

P. O. BOX 385, APALACHICOLA FLORIDA 32329-0385 (850) 653-8899 FAX (850) 653-9656 garlick@garlickenv.com

LB No. 7415

APPLICANT/CLIENT: Brett Jones

WATERBODY/CLASS: Apalachicola Bay

PURPOSE: Environmental Permitting

PROJECT LOCATION / USGS: Franklin County

LATITUDE: 29° 43' 55.88"

LONGITUDE: 84° 53' 58.47"

SECTION: 36 TOWNSHIP: 8 S

RNG: 7 W

JOB: 21-260

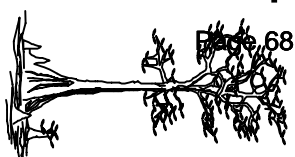
DEP:

COE:

OTHER: 55 S Bayshore Drive

DATE: January 31, 2021

SHEET: 2/3



SCALE 1" = 50'





DEVELOPMENT PERMIT APPLICATION

FRANKLIN COUNTY BUILDING DEPARTMENT

34 Forbes Street, Suite 1, Apalachicola, Florida 32320

Phone: 850-653-9783 Fax: 850-653-9799

<https://www.franklincountyflorida.com/county-government/planning-building/>

Property Owner Information:

Property Owner: Bay and 98 LLC

Mailing Address: 2356 Schooner Landing, St. George Island, FL 32328

Phone Number: 770-527-0903

Contractor Information:

Contractor Name: David Infinger

Business Name: All County Contracting inc.

State License Number: CBC 1262947

Phone Number: (352)221-2147

Email: dwinfinger@att.net

Property Information:

911 Address/Construction Location: 118 Oyster City Dr East Point, FL 32328

Parcel Identification Number: 36-08S-07W-0000-0270-0000

Property is Zoned: ☐ R1 ☐ R2 ☐ R3 ☐ R4 ☒ Other: C-2

Near Water Body: Apalachicola Bay and St. George Sound

Gate Code (if located in Gated Community):

Description of Development: Commercial Building

Contract Cost: \$400,000.00

Owner/Contractor Signature: David Infinger Date: 01/08/2022

OFFICE USE ONLY

FLOOD Panel Number: Firm Zone: _____

Elevation Requirements: _____

Critical Shoreline District: ☐ YES ☐ NO

Critical Habitat Zone: ☐ YES ☐ NO

PERMIT NUMBER: _____

Permit Fee: \$ _____

Radon: \$ _____

Total FEE: \$ _____

FLOODPLAIN MANAGER DATE

BUILDING OFFICIAL DATE

NOTE TO APPLICANTS AND PERMIT HOLDERS:

VIOLATIONS OF THE TERMS AND CONDITIONS OF THIS PERMIT MAY WARRANT A STOP WORK ORDER OR REVOCATION OF THIS PERMIT. THIS PERMIT IS VALID FOR ONE YEAR FROM THE DATE OF ISSUANCE. CONSTRUCTION MUST COMMENCE WITHIN SIX MONTHS OF DATE ISSUED.

Parcel Summary

Parcel ID	36-08S-07W-0000-0270-0000
Location Address	32328
Brief	2.98 ACRES M/L IN SW 1/4 OR 118-312 OR 141/580 OR/443/193 687/474 803/320 1203/399 (L/E 1269/1)-DECLARATION OF ONE TWENTY TWO
Tax Description*	98, A CONDO
	<i>*The Description above is not to be used on legal documents.</i>
Property Use Code	VACANT (000000)
Sec/Twp/Rng	36-8S-7W
Tax District	East Point (District 5)
Millage Rate	14.2322
Acreage	0.000
Homestead	N

[View Map](#)

Owner Information

Primary Owner
[Bay And 98, LLC](#)
 2356 Schooner Landing
 St.George Island, FL 32328

Land Information

Code	Land Use	Number of Units	Unit Type	Frontage	Depth
009900	AC NON-AG	150.00	UT	0	0

Sales

Multi Parcel	Sale Date	Sale Price	Instrument	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
N	09/27/2017	\$370,000	WD	1203	399	Unqualified (U)	Vacant	ARMSTRONG BAY CROSSROADS DEV	BAY AND 98, LLC
N	07/29/2004	\$975,000	WD	803	320	Qualified (Q)	Vacant	MCCAFFERY HOLDINGS LLC	ARMSTRONG BAY CROSSROADS DEV
N	01/28/2002	\$490,000	WD	687	474	Qualified (Q)	Vacant	BRYAN	MCCAFFERY

Valuation

	2021 Certified	2020 Certified	2019 Certified	2018 Certified	2017 Certified
Building Value	\$0	\$0	\$0	\$0	\$0
Extra Features Value	\$0	\$0	\$0	\$0	\$0
Land Value	\$78,750	\$78,750	\$78,750	\$78,750	\$78,750
Land Agricultural Value	\$0	\$0	\$0	\$0	\$0
Agricultural (Market) Value	\$0	\$0	\$0	\$0	\$0
Just (Market) Value	\$78,750	\$78,750	\$78,750	\$78,750	\$78,750
Assessed Value	\$78,750	\$78,750	\$78,750	\$78,750	\$78,750
Exempt Value	\$0	\$0	\$0	\$0	\$0
Taxable Value	\$78,750	\$78,750	\$78,750	\$78,750	\$78,750
Maximum Save Our Homes Portability	\$0	\$0	\$0	\$0	\$0

"Just (Market) Value" description - This is the value established by the Property Appraiser for ad valorem purposes. This value does not represent anticipated selling price.

TRIM Notice 2021

[2021 TRIM Notice \(PDF\)](#)

TRIM Notice 2020

[2020 TRIM Notice \(PDF\)](#)

TRIM Notice 2019

[2019 TRIM Notice \(PDF\)](#)



Overview



Legend

-  Parcels
-  Roads
-  City Labels

Parcel ID	36-08S-07W-0000-0270-0000	Alternate ID	07W08S36000002700000	Owner Address	BAY AND 98, LLC
Sec/Twp/Rng	36-8S-7W	Class	VACANT		2356 SCHOONER LANDING
Property Address		Acreage	n/a		ST.GEORGE ISLAND, FL 32328
District	5				
Brief Tax Description	2.98 ACRES M/L IN SW 1/4				
	(Note: Not to be used on legal documents)				

Date created: 1/28/2022
Last Data Uploaded: 1/28/2022 8:13:13 AM

Developed by  Schneider
GEOSPATIAL

PROJECT:

COMMERCIAL BUILDING FOR TELFAIR BROKERS

SITE DEVELOPMENT PLAN - LOT 5

BAY SHORE VILLAGES ROAD
EAST POINT, FRANKLIN COUNTY, FLORIDA

DECEMBER 27, 2021

INDEX TO DRAWINGS

CIVIL

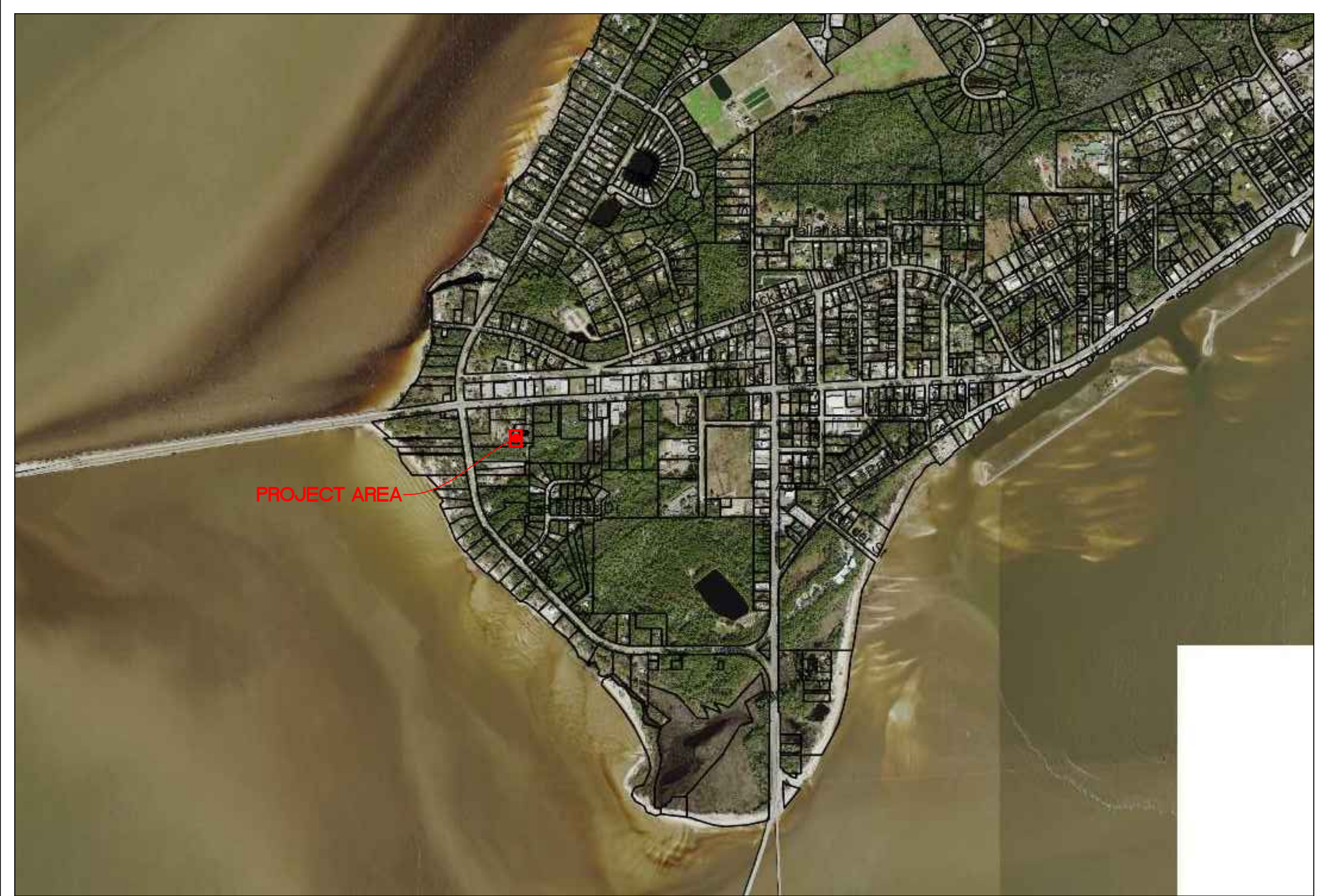
SHEET NO.	TITLE
C1.0	INDEX SHEET
C2.0	PROJECT NOTES
C3.0	TOPOGRAPHIC SURVEY
C4.0	SITE AND UTILITY PLAN
C5.0	GRADING AND DRAINAGE PLAN / EROSION CONTROL PLAN
C6.0	CONSTRUCTION DETAILS
C7.0	CONSTRUCTION DETAILS
C8.0	CONSTRUCTION DETAILS

GENERAL NOTES:

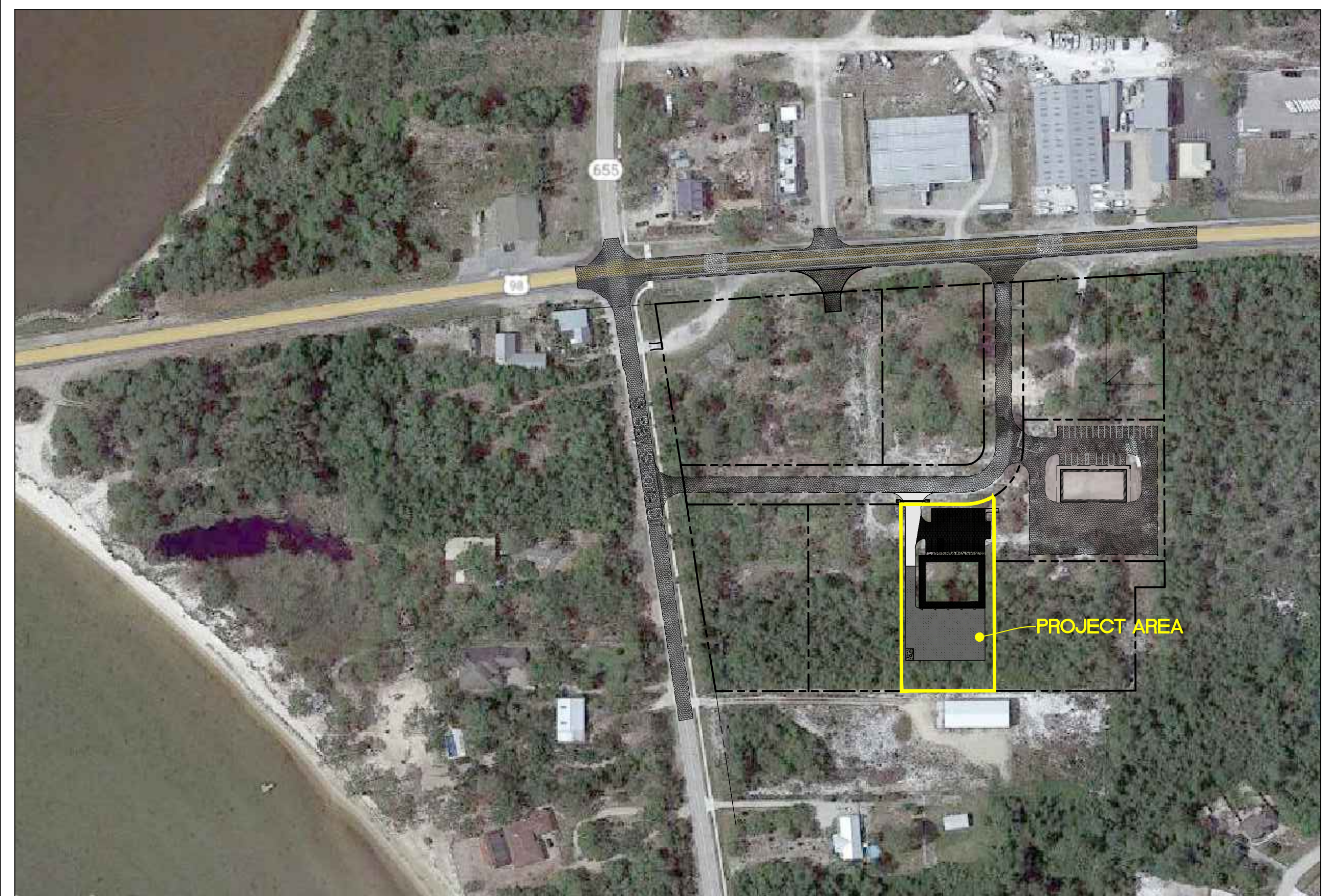
- THIS PROJECT IS PART OF A COMMERCIAL SUBDIVISION DESIGNED BY:
GENESIS GROUP
2507 CALLAWAY ROAD, SUITE 100
TALLAHASSEE, FLORIDA 32303
- THE PROJECT DISTURBS LESS THAN 1.0 ACRE.
- THE SUBDIVISION STORM WATER MANAGEMENT FACILITY WAS DESIGNED FOR A FUTURE LOT BUILD OUT OF 80% IMPERVIOUS AREA FOR EACH LOT
- PROPOSED IMPERVIOUS FOR LOT NO 4:
ASPHALT: 8,668 S.F.
BUILDING: 8,000 S.F.
SIDEWALK: 540 S.F.
LIMEROCK: 10,355 S.F.
TOTAL IMPERVIOUS=27,563 S.F.
LOT AREA=40,685 S.F.
PERCENT IMPERVIOUS=67.7%
- OWNER: BILLY SHULTZ
TELFAR BROKERS
2356 SCHOONER LANDING
ST. GEORGE ISLAND, FLORIA 32328

INDEX SHEET

SCALE: NONE



LOCATION MAP



VICINITY MAP

809 72

ENGINEER

HARRELL

JACKSON

INC.

CIVIL ENGINEERS

P.O. 7290

TIFTON, GEORGIA 31793

(229) 382-1700

www.harrelljacksoninc.com

OWNER

TELFAR BROKERS

BILLY SHULTZ

2356 SCHOONER LANDING

ST. GEORGE ISLAND, FLORIDA 32328

(678) 305-9420

FLORIDA

REGISTERED

NO. PB00788

PROFESSIONAL

Brian A. Jackson

BRIAN A. JACKSON

12/29/2021

REVISIONS	
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PROJECT:

COMMERCIAL BUILDING FOR TELFAIR BROKERS

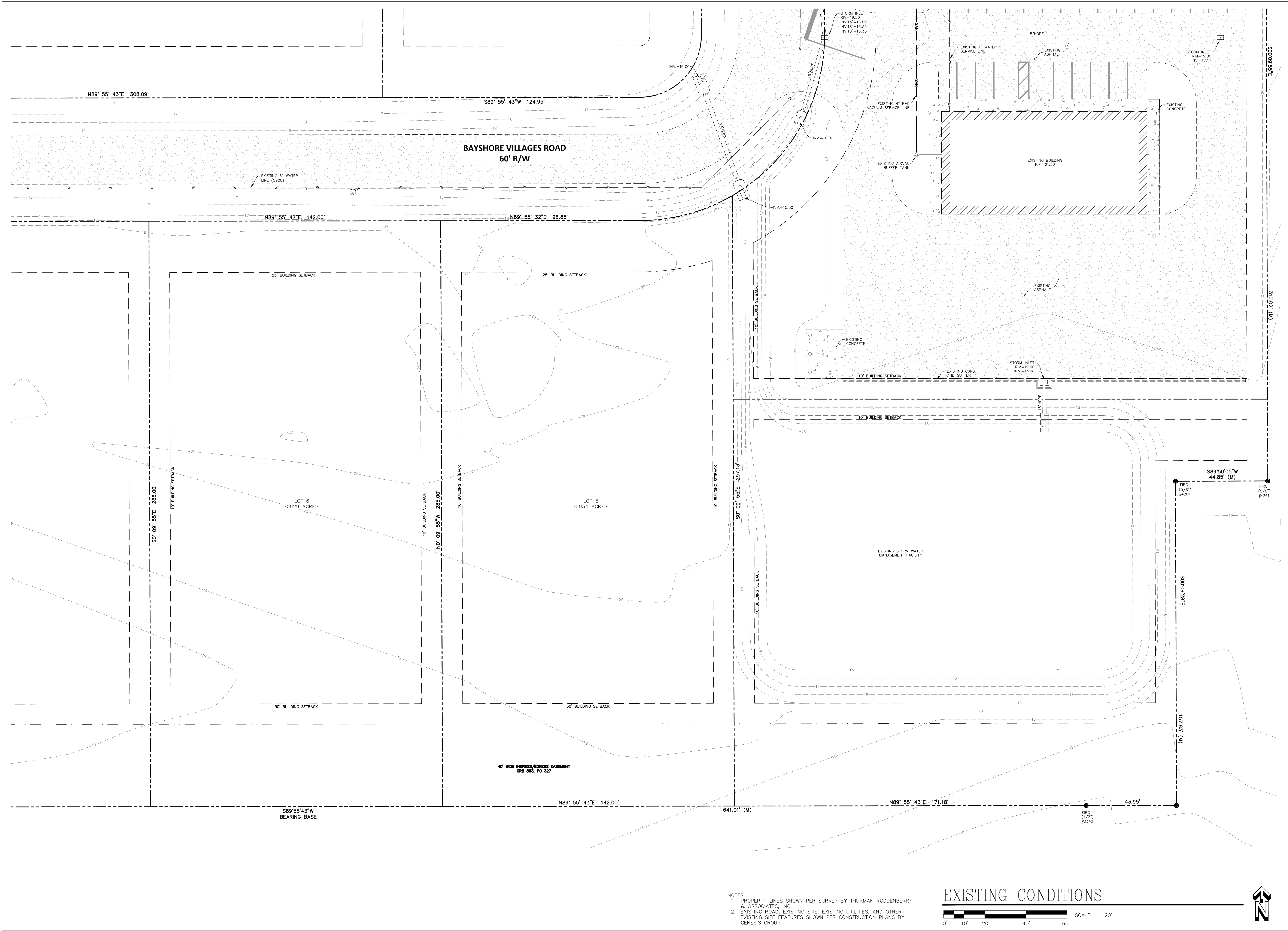
CITY OF EASTPOINT
FRANKLIN COUNTY, GEORGIA
DATE: DECEMBER 23, 2021

JN: 21101

SHEET NUMBER

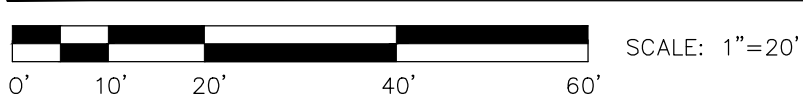
C1.0

1 OF 8



- NOTES:
1. PROPERTY LINES SHOWN PER SURVEY BY THURMAN RODDENBERRY & ASSOCIATES, INC.
 2. EXISTING ROAD, EXISTING SITE, EXISTING UTILITIES, AND OTHER EXISTING SITE FEATURES SHOWN PER CONSTRUCTION PLANS BY GENESIS GROUP.

EXISTING CONDITIONS



PROJECT:

COMMERCIAL BUILDING FOR TELFAR BROKERS

CITY OF EASTPOINT
FRANKLIN COUNTY, GEORGIA
DATE: DECEMBER 23, 2021

JN: 21101
SHEET NUMBER

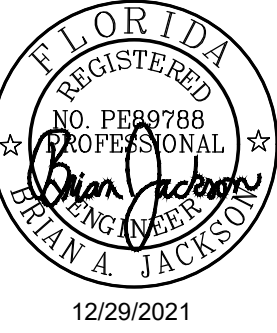
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3 OF 8



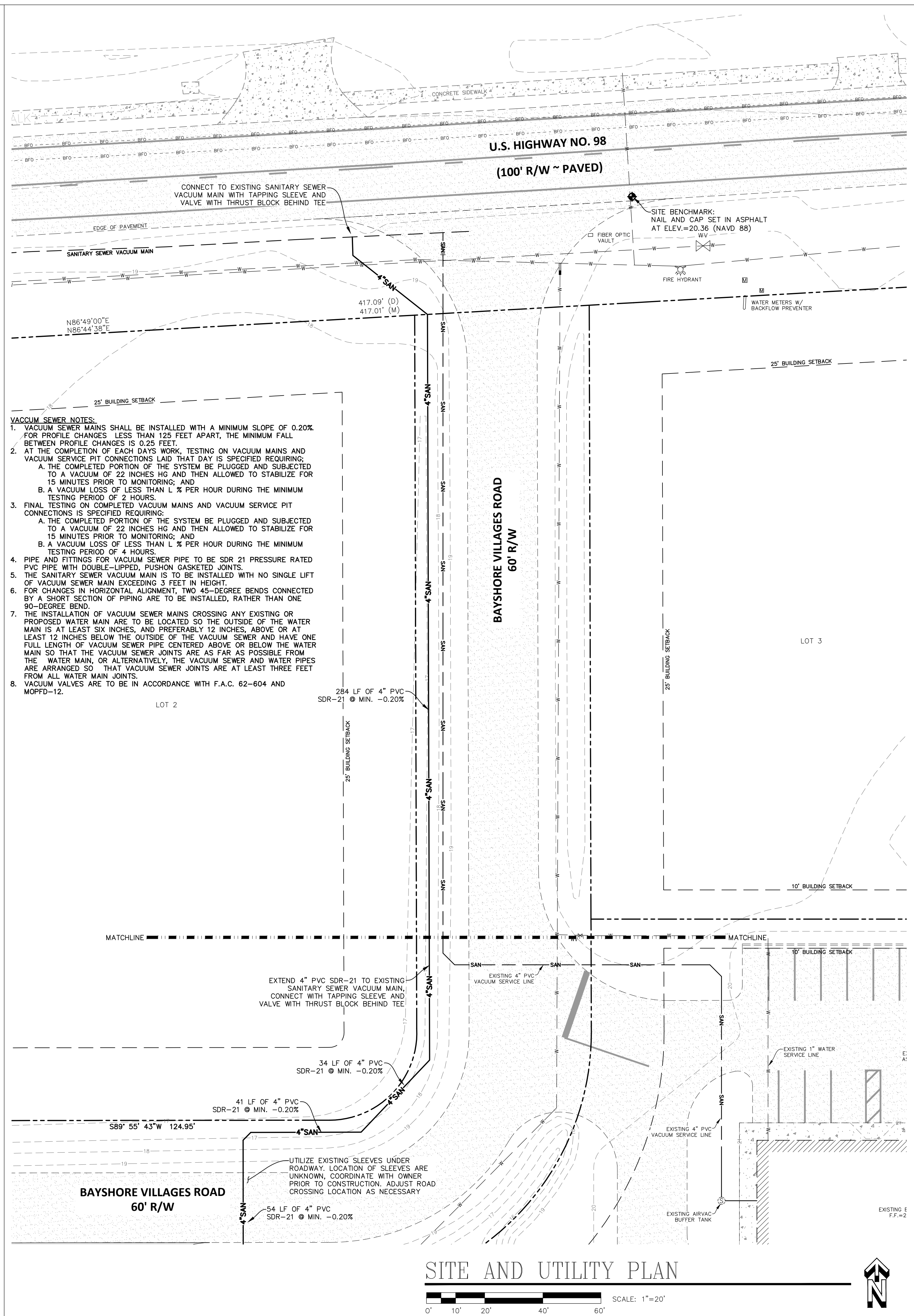
P.O. 7290
TIFTON, GEORGIA 31793
(229) 382-1700
www.harrelljacksoninc.com

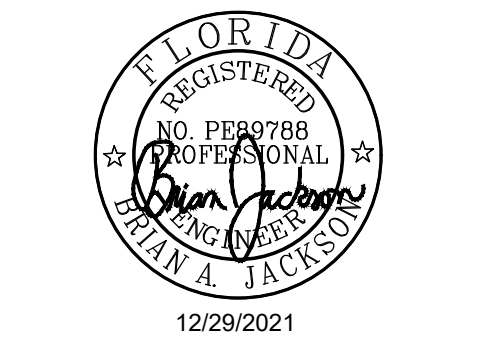
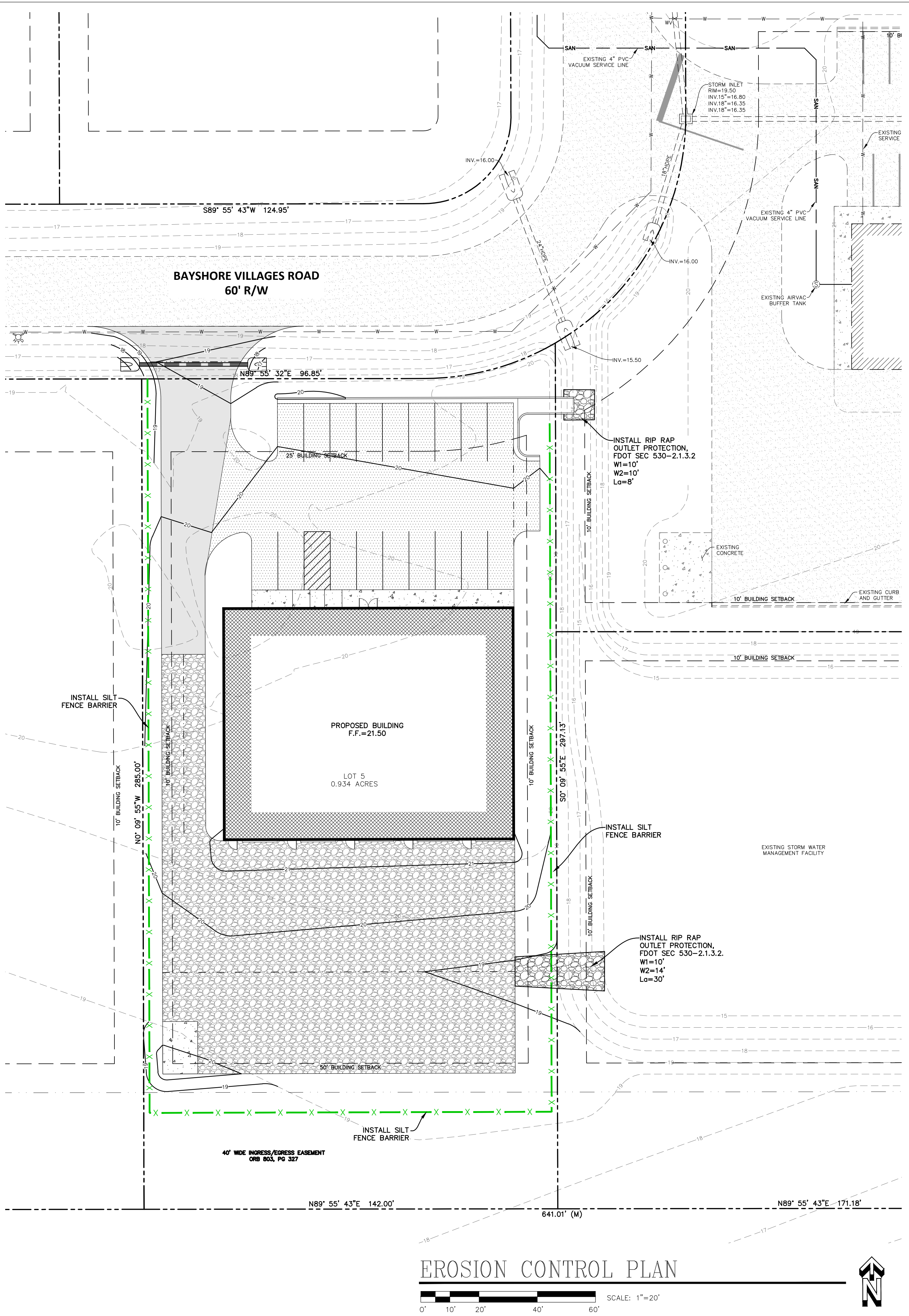
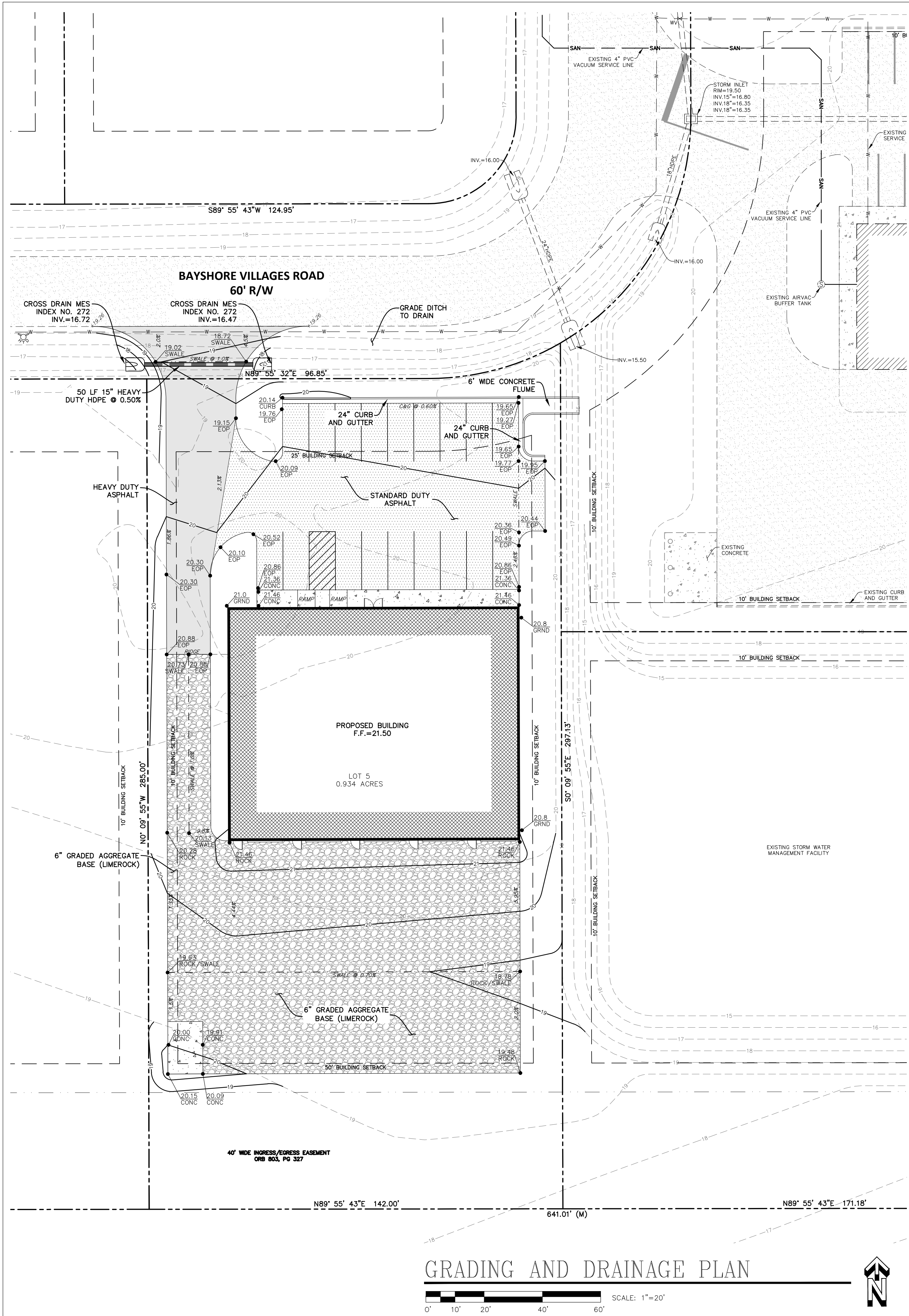
TELFAR BROKERS
BILLY SHULTZ
2356 SCHOONER LANDING
ST. GEORGE ISLAND, FLORIDA 32328
(878) 305-9420



REVISIONS

NO.	DESCRIPTION
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REVISIONS	
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PROJECT:
**COMMERCIAL BUILDING FOR
TELFAR BROKERS**

CITY OF EASTPOINT
FRANKLIN COUNTY, GEORGIA
DATE: DECEMBER 23, 2021

JN: 21101
SHEET NUMBER

C5.0



CIVIL ENGINEERS

**P.O. 7290
TIFTON, GEORGIA 31793
(229) 382-1700
www.harrelljacksoninc.com**

OWNER

**TELFAIR BROKERS
BILLY SHULTZ
2356 SCHOONER LANDING
ST. GEORGE ISLAND, FLORIDA 32328
(678) 305-9420**



12/29/2021

REVISIONS

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PROJECT: **COMMERCIAL BUILDING FOR
TELFAR BROKERS**

CITY OF EASTPOINT
FRANKLIN COUNTY, GEORGIA
DATE: DECEMBER 23, 2021

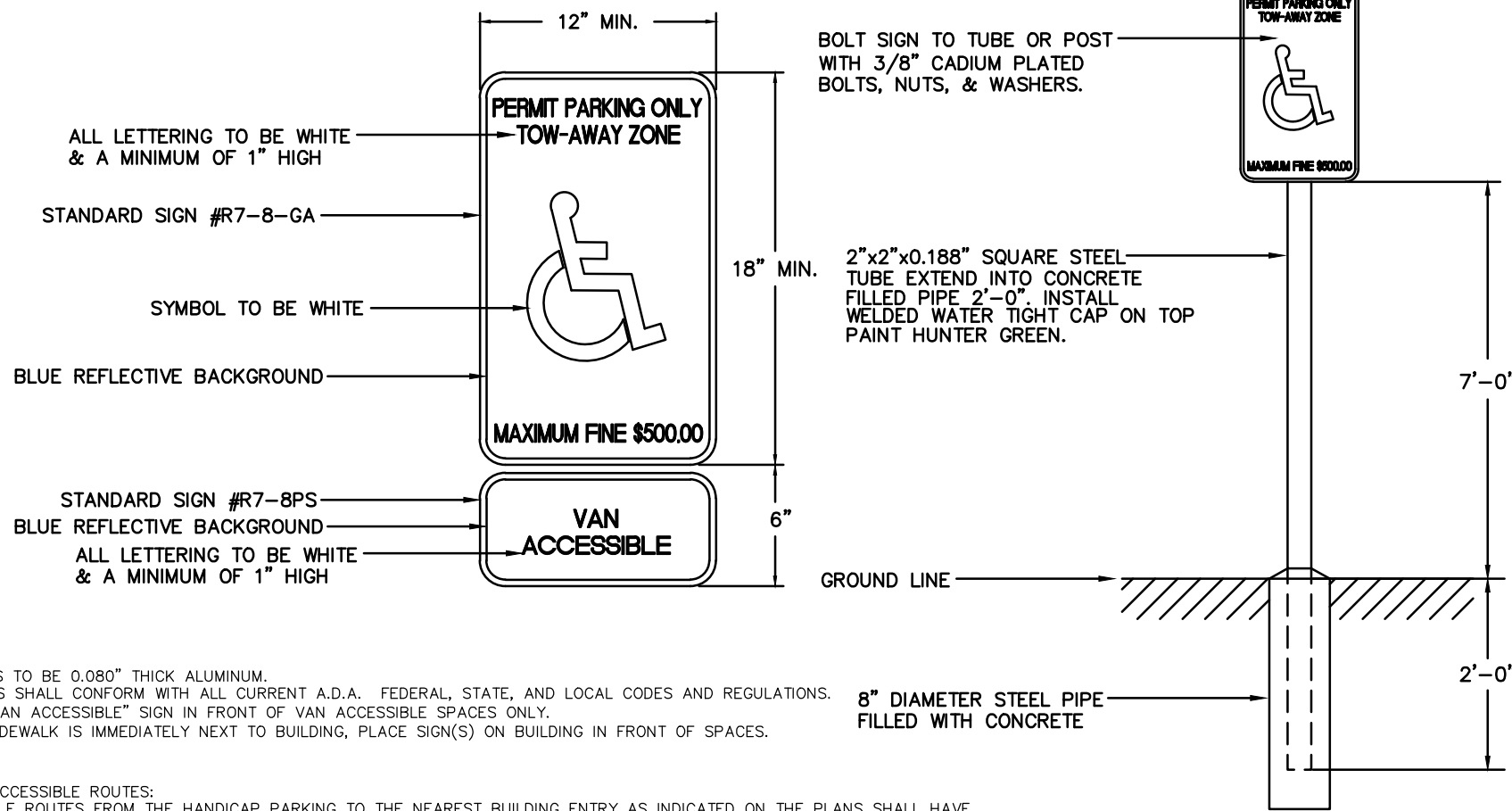
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JN: 21101

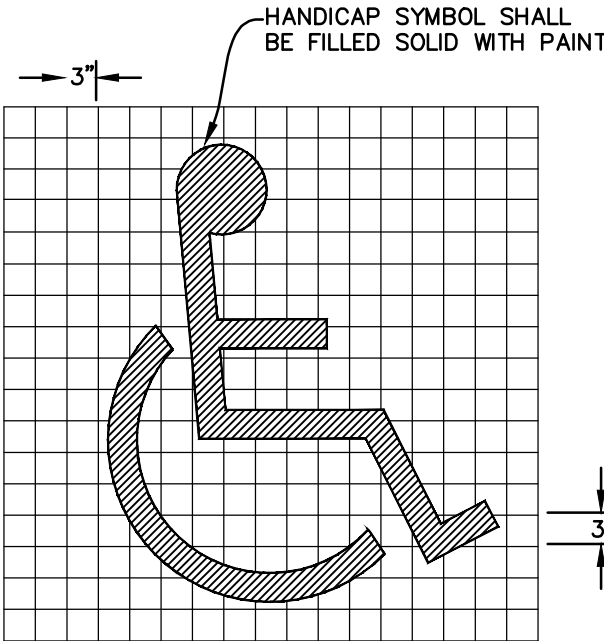
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7 OF 8

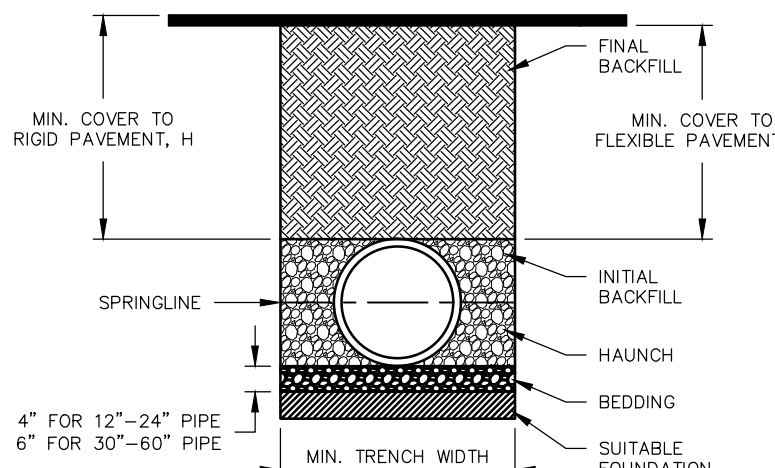


HANDICAP SIGN DETAIL



NOTE: HANDICAP PARKING SYMBOL SHALL BE "HANDICAP BLUE" TO MATCH STRIPED HANDICAP SPACE AND AISLE. TWO COATS OF 6-MIL PAINT REQUIRED.

HANDICAP PARKING SYMBOL

2
c7

NOTES

1. ALL PIPE SYSTEMS SHALL BE INSTALLED IN ACCORDANCE WITH ASTM D3231, "STANDARD PRACTICE FOR UNDERGROUND INSTALLATION OF THERMOPLASTIC PIPE FOR SEWERS AND OTHER GRAVITY FLOW SYSTEMS" AS AN ALTERNATE TO ADDENDUM.
2. MEASURES SHOULD BE TAKEN TO PREVENT MIGRATION OF NATIVE PIPES INTO BACKFILL MATERIAL WHEN REQUIRED.
3. FOUNDATION: WHERE THE TRENCH BOTTOM IS UNSTABLE, THE CONTRACTOR SHALL EXCAVATE TO A DEPTH REQUIRED BY THE ENGINEER AND REPLACE WITH SUITABLE MATERIAL, AS SPECIFIED BY THE ENGINEER. WHEN AN ALL-CLAY FOUNDATION IS REQUIRED BY THE DESIGN ENGINEER, THE TRENCH BOTTOM MAY BE STABILIZED USING A GEOTECHNICAL MATERIAL.
4. BEDDING: SUITABLE MATERIAL SHALL BE CLASS I OR II OR III AND THE CONTRACTOR SHALL PROVIDE BEDDING AS AN ALL-CLAY FOUNDATION. THE MINIMUM BEDDING THICKNESS SHALL BE:
- ENGINEER MINIMUM BEDDING THICKNESS SHALL BE: 4" (100mm) For 4" (100mm)-60mm; 6" (150mm) For 6"-10" (150mm)-150mm; 8" (200mm) For 10"-12" (250mm)-200mm.
5. INITIAL BACKFILL: SUITABLE MATERIAL SHALL BE CLASS I OR II OR III IN THE TOP EXTENDING TO THE TOP OF PIPE. CONTRACTOR SHALL PROVIDE DOCUMENTATION FOR THE MATERIAL SPECIFICATION TO ENGINEER. MATERIAL SHALL BE INSTALLED AS REQUIRED IN ASTM D3231, LATEST EDITION.
6. MINIMUM COVER: MINIMUM COVER, IN NON-TRAFFIC APPLICATIONS (GRASS OR LANDSCAPE AREAS) IS 12" FROM THE TOP OF PIPE TO GROUND SURFACE. ADDITIONAL COVER MAY BE REQUIRED TO PROTECT THE PIPE FROM DAMAGE BY TRAFFIC. MINIMUM COVER SHALL BE 18" FOR ALL OTHER AREAS AND 24" OF COVER FOR 60" DIAMETER PIPE. MEASURED FROM TOP OF PIPE TO BOTTOM OF FLEXIBLE PAVEMENT OR TOP OF RIGID ROAD SURFACE. FOR TRAFFIC APPLICATIONS WITH LESS THAN FOUR FEET OF COVER, THE CONTRACTOR SHALL PROVIDE PROTECTIVE SURFACING TO PROTECT THE PIPE.


RECOMMENDED MINIMUM TRENCH WIDTH		
PIPE DIAM.	MIN.	TRENCH WIDTH
4"	21"	
(100mm)	(533mm)	
6"	24"	
(150mm)	(544mm)	
8"	26"	
(200mm)	(660mm)	
10"	28"	
(250mm)	(711mm)	
12"	30"	
(300mm)	(762mm)	
15"	34"	
(375mm)	(863mm)	
18"	38"	
(450mm)	(991mm)	
24"	48"	
(600mm)	(1220mm)	
30"	56"	
(750mm)	(1422mm)	
36"	64"	
(900mm)	(1626mm)	
42"	72"	
(1050mm)	(1829mm)	
48"	80"	
(1200mm)	(2032mm)	
60"	96"	
(1500mm)	(2438mm)	

MINIMUM RECOMMENDED COVER BASED ON VEHICLE LOADING CONDITIONS						
SURFACE LIVE LOADING CONDITION						
PIPE DIA.	H-25	HEAVY CONSTRUCTION (75T ALLOWED)				
(300mm in)	(305mm)	(1219mm)				
12" - 48"	12" - 48"	48"				
60"	24"	60"				
12"	12"	12"	12"	12"	12"	12"
18"	18"	18"	18"	18"	18"	18"
24"	24"	24"	24"	24"	24"	24"
30"	30"	30"	30"	30"	30"	30"
36"	36"	36"	36"	36"	36"	36"
42"	42"	42"	42"	42"	42"	42"
48"	48"	48"	48"	48"	48"	48"
54"	54"	54"	54"	54"	54"	54"
60"	60"	60"	60"	60"	60"	60"

USE ABOVE REQUIREMENTS (1219mm) RECOMMENDED COVER BASED ON VEHICLE LOADING CONDITIONS

MAXIMUM RECOMMENDED COVER BASED ON VEHICLE LOADING CONDITIONS

PIPE DIA.	CLASS I		CLASS II		CLASS III	
	COMPACTED	DUMPED	95%	90%	95%	90%
4" (100mm)	1.1 (3.0)	2.5 (6.5)	1.5 (3.8)	1.5 (3.8)	1.5 (3.8)	1.5 (3.8)
6" (150mm)	1.3 (3.3)	3.0 (7.6)	1.8 (4.6)	1.8 (4.6)	1.8 (4.6)	1.8 (4.6)
8" (200mm)	1.5 (3.8)	3.5 (8.9)	2.0 (5.1)	2.0 (5.1)	2.0 (5.1)	2.0 (5.1)
10" (250mm)	1.7 (4.3)	4.0 (10.2)	2.2 (5.6)	2.2 (5.6)	2.2 (5.6)	2.2 (5.6)
12" (300mm)	1.9 (4.8)	4.5 (11.4)	2.4 (6.1)	2.4 (6.1)	2.4 (6.1)	2.4 (6.1)
14" (350mm)	2.1 (5.3)	5.0 (12.7)	2.6 (6.6)	2.6 (6.6)	2.6 (6.6)	2.6 (6.6)
16" (400mm)	2.3 (5.8)	5.5 (13.9)	2.8 (7.1)	2.8 (7.1)	2.8 (7.1)	2.8 (7.1)
18" (450mm)	2.5 (6.3)	6.0 (15.2)	3.0 (7.6)	3.0 (7.6)	3.0 (7.6)	3.0 (7.6)
20" (500mm)	2.7 (6.9)	6.5 (16.5)	3.2 (8.1)	3.2 (8.1)	3.2 (8.1)	3.2 (8.1)
22" (550mm)	2.9 (7.4)	7.0 (17.8)	3.4 (8.6)	3.4 (8.6)	3.4 (8.6)	3.4 (8.6)
24" (600mm)	3.1 (7.9)	7.5 (19.1)	3.6 (9.1)	3.6 (9.1)	3.6 (9.1)	3.6 (9.1)
26" (650mm)	3.3 (8.4)	8.0 (20.3)	3.8 (9.6)	3.8 (9.6)	3.8 (9.6)	3.8 (9.6)
28" (700mm)	3.5 (8.9)	8.5 (21.6)	4.0 (10.2)	4.0 (10.2)	4.0 (10.2)	4.0 (10.2)
30" (750mm)	3.7 (9.4)	9.0 (22.9)	4.2 (10.7)	4.2 (10.7)	4.2 (10.7)	4.2 (10.7)
32" (800mm)	3.9 (9.9)	9.5 (24.1)	4.4 (11.2)	4.4 (11.2)	4.4 (11.2)	4.4 (11.2)
34" (850mm)	4.1 (10.4)	10.0 (25.4)	4.6 (11.7)	4.6 (11.7)	4.6 (11.7)	4.6 (11.7)
36" (900mm)	4.3 (10.9)	10.5 (26.7)	4.8 (12.2)	4.8 (12.2)	4.8 (12.2)	4.8 (12.2)
38" (950mm)	4.5 (11.4)	11.0 (27.9)	5.0 (12.7)	5.0 (12.7)	5.0 (12.7)	5.0 (12.7)
40" (1000mm)	4.7 (11.9)	11.5 (29.3)	5.2 (13.2)	5.2 (13.2)	5.2 (13.2)	5.2 (13.2)
42" (1050mm)	4.9 (12.4)	12.0 (30.5)	5.4 (13.7)	5.4 (13.7)	5.4 (13.7)	5.4 (13.7)
44" (1100mm)	5.1 (12.9)	12.5 (31.8)	5.6 (14.2)	5.6 (14.2)	5.6 (14.2)	5.6 (14.2)
46" (1150mm)	5.3 (13.4)	13.0 (33.0)	5.8 (14.7)	5.8 (14.7)	5.8 (14.7)	5.8 (14.7)
48" (1200mm)	5.5 (13.9)	13.5 (34.3)	6.0 (15.2)	6.0 (15.2)	6.0 (15.2)	6.0 (15.2)
50" (1250mm)	5.7 (14.4)	14.0 (35.5)	6.2 (15.7)	6.2 (15.7)	6.2 (15.7)	6.2 (15.7)
52" (1300mm)	5.9 (14.9)	14.5 (36.8)	6.4 (16.2)	6.4 (16.2)	6.4 (16.2)	6.4 (16.2)
54" (1350mm)	6.1 (15.4)	15.0 (38.1)	6.6 (16.7)	6.6 (16.7)	6.6 (16.7)	6.6 (16.7)
56" (1400mm)	6.3 (15.9)	15.5 (39.4)	6.8 (17.2)	6.8 (17.2)	6.8 (17.2)	6.8 (17.2)
58" (1450mm)	6.5 (16.4)	16.0 (40.6)	7.0 (17.7)	7.0 (17.7)	7.0 (17.7)	7.0 (17.7)
60" (1500mm)	6.7 (16.9)	16.5 (41.9)	7.2 (18.2)	7.2 (18.2)	7.2 (18.2)	7.2 (18.2)

REV	DESCRIPTION	BY	REVDATE	CHK'D	NOTE: ALL DIMENSIONS ARE ± 1/2 FOOT.
REV.	DESCRIPTION	BY	MM/DD/YY	CHK'D	
XX" DIA. DET/RET SYSTEM					ABC
PROJECT LOCATION		 4640 TRUHEMAN BLVD. HILLIARD, OHIO 43026 ADVANCED DRAINAGE SYSTEMS, INC.			DATE
					ENG
DRAWING NUMBER: DRAWING#					NTS
					CF



REVISIONS

NO.	DESCRIPTION
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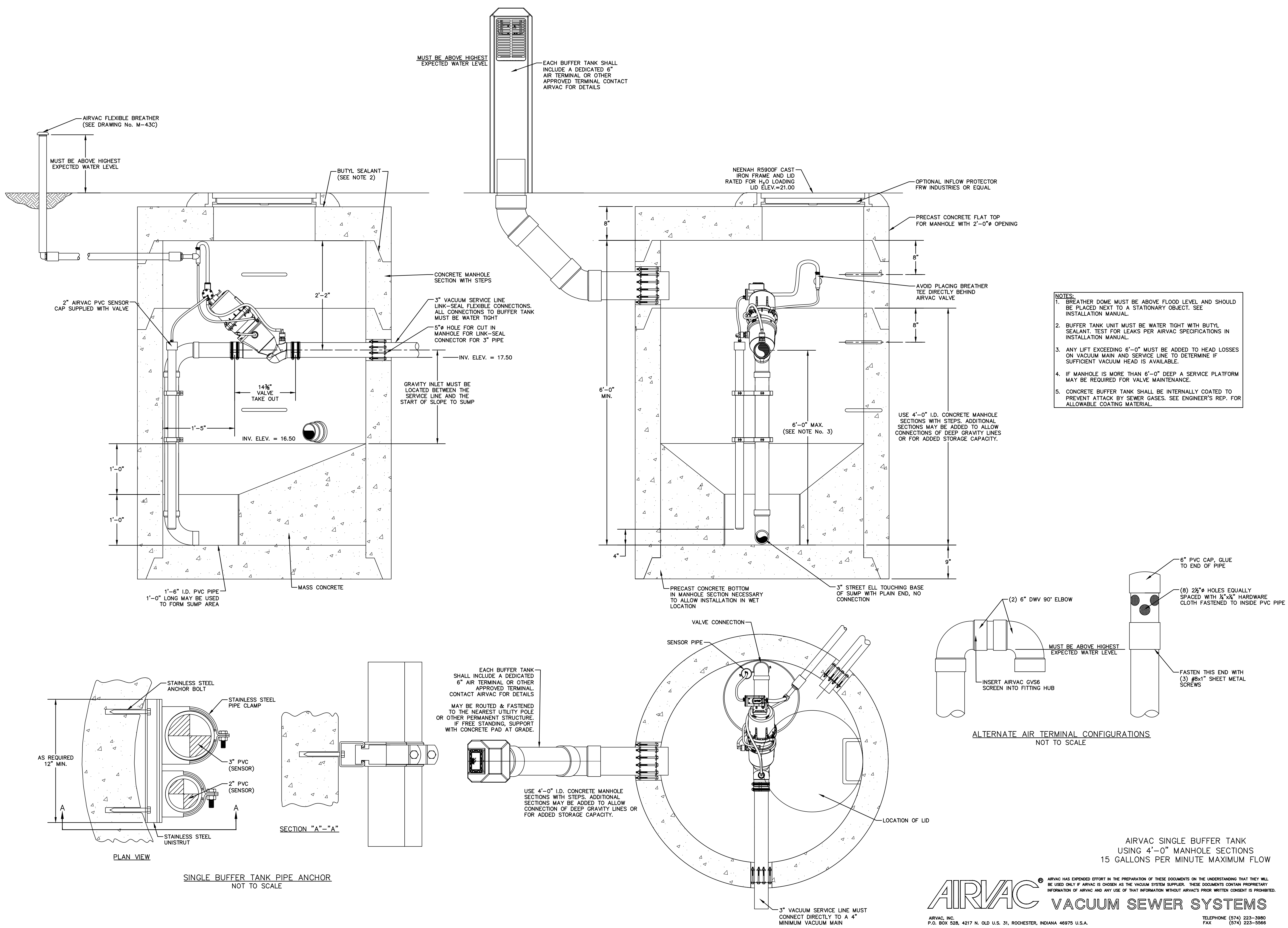
PROJECT:
**COMMERCIAL BUILDING FOR
TELFAR BROKERS**

CITY OF EASTPOINT
FRANKLIN COUNTY, GEORGIA
DATE: DECEMBER 23, 2021

JN: 21101

SHEET NUMBER

C8.0



- NOTES:
1. BREATHER DOME MUST BE ABOVE FLOOD LEVEL AND SHOULD BE PLACED NEXT TO A STATIONARY OBJECT. SEE INSTALLATION MANUAL.
 2. BUFFER TANK UNIT MUST BE WATER TIGHT WITH BUTYL SEALANT. TEST FOR LEAKS PER AIRVAC SPECIFICATIONS IN INSTALLATION MANUAL.
 3. ANY LIFT EXCEEDING 6'-0" MUST BE ADDED TO HEAD LOSSES ON VACUUM MAIN AND SERVICE LINE TO DETERMINE IF SUFFICIENT VACUUM HEAD IS AVAILABLE.
 4. IF MANHOLE IS MORE THAN 6'-0" DEEP A SERVICE PLATFORM MAY BE REQUIRED FOR VALVE MAINTENANCE.
 5. CONCRETE BUFFER TANK SHALL BE INTERNALLY COATED TO PREVENT ATTACK BY SEWER GASES. SEE ENGINEER'S REP. FOR ALLOWABLE COATING MATERIAL.

AIRVAC VACUUM SEWER SYSTEMS

AIRVAC, INC.
P.O. BOX 528, 4217 N. OLD U.S. 31, ROCHESTER, INDIANA 46975 U.S.A.
TELEPHONE (574) 223-3990
FAX (574) 223-5566

AIRVAC HAS EXPENDED EFFORT IN THE PREPARATION OF THESE DOCUMENTS ON THE UNDERSTANDING THAT THEY WILL BE USED ONLY IF AIRVAC IS CHOSEN AS THE VACUUM SYSTEM SUPPLIER. THESE DOCUMENTS CONTAIN PROPRIETARY INFORMATION OF AIRVAC AND ANY USE OF THAT INFORMATION WITHOUT AIRVAC'S PRIOR WRITTEN CONSENT IS PROHIBITED.

CONSTRUCTION DETAILS

SCALE: NONE

NETWORK_{LLC}

AB3488 **850-896-2343** AU4677

LIVE - GOVT SURPLUS & MORE AUCTION - LIVE

2/19/22 at 9:00 a.m. EST

FRANKLIN COUNTY ROADS & BRIDGES YARD

376 HWY 65, EASTPOINT, FL 32328

ITEMS FROM FRANKLIN COUNTY BOCC &

FRANKLIN COUNTY SHERIFF 'S OFFICE

MORE ITEMS ARRIVING DAILY! GET YOURS INCLUDED!

CALL 850-896-2343



Page 80

13% BUYER'S PREMIUM—3% DISCOUNT FOR CASH/CHECK - CASH, CHECK, AND CREDIT CARDS ACCEPTED +TAX, TAG, AND TITLE

FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS

FIXED ASSET DISPOSAL REQUEST FORM

DISPOSAL MUST BE AUTHORIZED BY BOCC

PART 1 - REQUESTING DEPARTMENT

I request that the following fixed asset(s) be removed from inventory pending authorization from the Board of County Commissioners.

Print Name: Erin Griffith

Department: Fiscal Management

Property Description:

Property ID Tag #:

Ambulance Service / 2000 Ford F350 Ambulance / VIN 1FDWF36F9YED68144	
Ambulance Service / 2004 Ford F350 Ambulance / VIN 1FDWF36P14EC79073	
Ambulance Service / 2008 Dodge Sprinter Van Ambulance / VIN WD0PE745585283502	
Road Department / 1980 Trailmaster Water Tank / VIN 1T9AF15B0BF003206, Plate 93527	A004272
Road Department / 1993 Ford 7740 Tractor / VIN BD53861	A003066
Road Department / 1994 Jeep Cherokee 4x4 / VIN U4FJ28S4RL89251	
Road Department / 1999 Ward International 4700 / VIN 1HTSCAAN5X1592056	A003629
Road Department / 2000 Ward International 4700 DT466E / VIN 1HTSCAAN4Y1219091	A003705
Road Department / 2000 Ford F150 / VIN 1FTRF18L6YNB97197	A003837
Road Department / 2001 Ford F150 / VIN 1FTRF18L41NA64377	A003934
Road Department / 2001 Chevy Blazer / VIN 1GNDT13W11K263206	
Road Department / 2004 Ford F150 / VIN 1FTRF14504NA95606	A004284
Road Department / 2004 Chevy Venture Van / VIN 1GNDX03E34D2118329	
Road Department / 150/250 Tack Tank Trailer / VIN WM11H9AA111271309	A004733
Road Department / 2001 Snapper Pro Zero Turn / Model CZ719481KWV / SN 2000652828	A004685
Road Department / 2008 Snapper Pro Zero Turn / Model CZ719481KWV / SN 2000239022	A004793
Road Department / 2007 Snapper Pro Zero Turn / Model CZ719481KWV / SN 2000463932	A004715
Road Department / 2013 Snapper Pro Turn, Walk Behind / SN 2000613821	A005130
Road Department / Junk Metal 32 Old Saria Commercial Grade Push Mowers	
Road Department / Junk Metal Old Mack Transmission, Cutting Saw, Mud Pump	
Road Department / 1993 STOW Econoroll Static Roller / Model R2000 - SS Water Tank	A003063, A003064, A003065
Road Department / Junk Metal 72" Mower Deck	
Road Department / Junk Metal 4 Inoperable Air Jacks	
Road Department / 2000 New Holland TS100 Tractor / Model TS100	A003931
Road Department / Grade Master Box Drag 110 10 Foot	
Parks & Rec / 2007 Ford Van / VIN 1FBNE31L77DA89381	
Parks & Rec / 2005 Ford Van / VIN 1FBNE31L76HB39848	
Parks & Rec / 2004 Ford Ranger Truck / VIN 1FTZR45E34TA17226	
Parks & Rec / 2003 Chevy Blazer / VIN 1GNDT13X53K167977	
Parks & Rec / 2001 GMC Sierra / VIN 2GTEC19T111382691	A005157
Solid Waste / 1996 Ford Ranger / VIN 1FTCR14U8VPA46440	A003494
Solid Waste / 1997 Ford F150 Truck / VIN 1FTDF1726VND40244	
Solid Waste / 1997 Ford F150 Truck / VIN 1FTDF1723VNB49980	A003512
Solid Waste / 2008 International Recycle Cab Truck / VIN 1HTMMAAL28H638187	
Solid Waste / 1989 Mack Truck / VIN 1M2N277Y1KW009936	
Solid Waste / 2009 Sterling Acterra Dumptruck / VIN 2FZACGDT49AAH0340	
Animal Control / 2005 GMC Sierra Truck / VIN 1GTEK192552178349	A005157
Courthouse Maintenance / 2000 Mazda Truck / VIN 4F4YR16C9YTM24505	
Emergency Management / 1998 Ford Explorer / VIN 3452	
Emergency Management / Ricoh Aficio Copier / SN V1495400236	A004938
Emergency Management / Attached list of untagged office equipment	

REASON REMOVAL REQUESTED: Equipment listed above has been submitted as surplus equipment and is requested to be removed from inventory and approved for disposal at public auction scheduled on 02/19/22.

Requestor's Signature: Erin Griffith Date: 02/01/22 Authorized By: BOCC Chairman Date: _____

PART 2 - FOR FINANCE OFFICE USE ONLY

Date removal processed: _____ Initials: _____ Date Removal Approved: _____

Add. Notes:

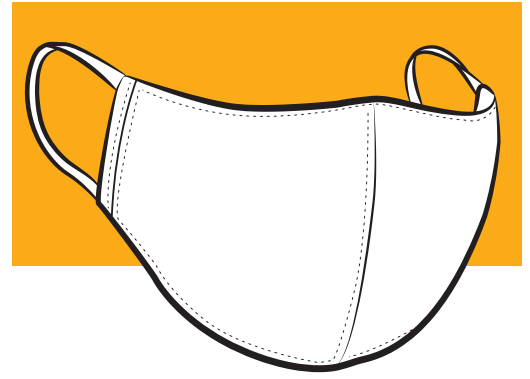
EM OFFICE EQUIP

Authorized 02/01/22

Name	Quantity	Description	Notes
Ricoh Aficio Copier	1	Serial #: V1495400236	Property Tag # A004938
NEC Office Phone	1	Model: DTH-32D-1(BK)TEL	
NEC Office Phone	3	Model: DTH-8D-1(BK)TEL	
NEC Office Phone	3	Model: DTU-32D-2(BK)TEL	
NEC Office Phone	7	Model: DTU-8-2(BK)TEL	
Dell Keyboard	6	Model: SK-8110	
Dell Keyboard	1	Model: RT7D00	
HP Keyboard	1	Model: 9109	
Inland Keyboard	1	Model: 70133	
Emachines Keyboard	1	Model: KB0511	
Dell Mouse	7	Serial #: 511053188	
Dell Mouse	1	Model: 5V 20mA	
HP Laptop	1	Pavilion	
Acer Laptop	1	Model: Aspire 5733Z-4633	
Acer Laptop	1	Model: Acer TravelMate 290	
HP Laptop	1	Model: E2 Vision	
HP Laptop	1	Model: Pavilion dv7-1245dx	
Dell monitor	1	Model: E153FPb	
Dell monitor	2	Model: E193FPp	
ViewSonic Monitor	1	Model: VA703b	

Name	Quantity	Description	Notes
HP Monitor	2	Pavilion f50	
I-INC Monitor	1	Model: HSG1123	
Harris Radio Charger	1	Model: Rev J 2213	

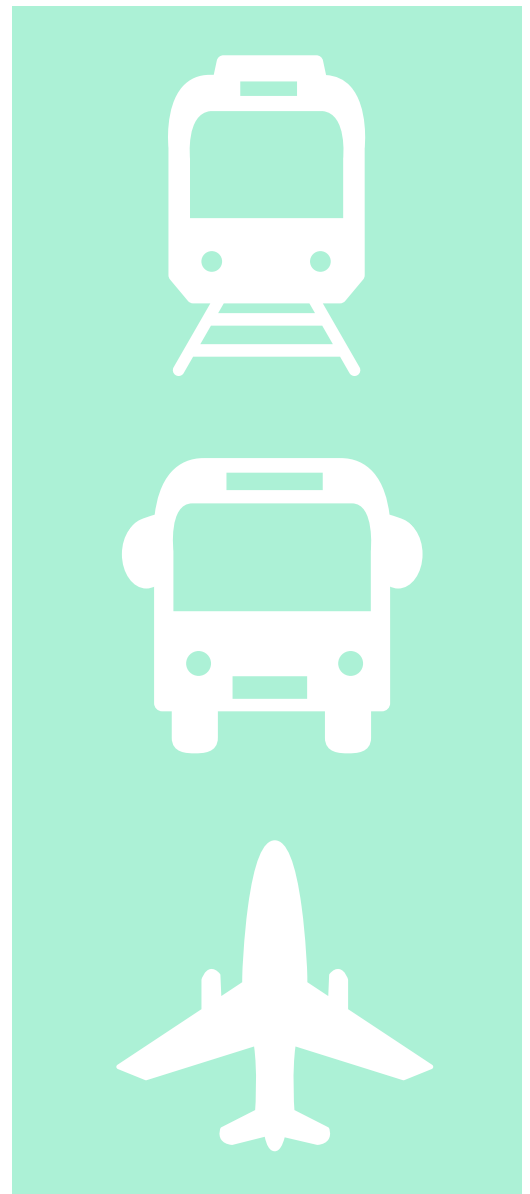
MASK UP IT'S REQUIRED



Everyone on board must wear a mask.

Masks are required on **planes, buses, trains,** and other forms of public transportation in the United States. This includes when you are traveling into and out of the U.S.

Masks are also required anytime you are inside a U.S. **transportation hub,** such as an airport, train station, or bus station.



FRANKLIN COUNTY

BOARD OF COUNTY COMMISSIONERS



PROCUREMENT POLICY

This policy adopted by the Franklin County Board of County Commissioners this 15th day of February 2022.

Signed:

Attested by:

Ricky D. Jones, Chairman

Michele Maxwell, Clerk of Courts

PURPOSE/APPLICABILITY

The Board of County Commissioners has adopted this procurement policy to promote efficiency, economy, and fair and open competition. This policy prohibits favoritism, impropriety and inspires public confidence that Purchase Orders and Contracts are awarded equitably and economically. It is essential for effective and ethical procurement that there be a system of uniform procedures, utilized by all personnel, that establishes basic guidelines and procedures which regulate procurement activities, contract management, and the resulting distribution of funds.

This manual provides guidelines to Franklin County Departments and Divisions for following the Procurement procedures.

Administrative changes or processing procedure portions of this manual may be amended when required by changes in law or minor procedural changes, i.e. flow of documents, internal department procedures, etc. with the review and concurrence of the County Coordinator, Fiscal Manager, the County Attorney and the Board of County Commissioners.

It is understood that grant award agreements may contain additional restrictions and requirements pertaining to procurement, allow-ability of costs, etc. and that those restrictions and requirements are in addition to this policy. Other County policies and procedures and applicable State statutes and rules that are not in conflict with this policy shall also be followed, with the more stringent policy/procedure/law/rule taking president.

PUBLIC RECORDS

All procurement, contract and payment records are public records according to Florida Law. Federal regulations also require that Federal agencies have access to such records.

APPLICATION

- 1 Contracts: These guidelines apply to contracts/agreements solicited or entered into after the effective date of this manual or subsequent amendments or revisions.
- 2 Activities: These guidelines apply to the purchase/procurement of all materials, supplies, services, construction and equipment except as specifically exempted herein.
- 3 State of Emergency: In the event a local state of emergency is declared, all provisions of this Procurement Manual are automatically suspended with respect to procurements that are necessary for the response to and recovery from the emergency condition for so long as the local state of emergency declaration is in effect.
- 4 Exemptions. The following exemptions do not preclude the County from utilizing competitive procurement practices where possible. Signature authority shall still apply as specified in the guidelines. The following types of purchase activities shall be exempt from the purchasing guidelines:
 - A. Procurement contracts between the Board of County Commissioners and other governments or public entities. Unless prohibited by an applicable funding agency, contracts with not-for-profit agencies are also exempt.
 - B. Memberships in trades or professional organizations and associated dues and fees.
 - C. Any procurement under State of Florida purchasing agreements and contracts. Procurement may also be through contracts competitively awarded by counties or municipalities within the state if the vendors agree to provide Franklin County the same goods or services, under the same conditions, terms and prices. Other established governmental bid platforms (GSA, National Joint Powers Alliance, Florida Sheriff's Association, Sourcewell, Etc.) which provide competitive contract pricing shall also be valid. If the procurement is funded by a state or federal grant, the county might be required to verify that the procuring agency followed applicable regulations/requirements.
 - D. Books, periodicals and other published materials not available by competitive pricing.
 - E. Services of attorneys and other legally related services, including legislative consultants. Contracts for special purpose attorney services and other legal services shall be secured by negotiation of the County Attorney as approved by the Board of County Commissioners.
 - F. Appraisers, and expert witnesses for condemnation matters, and similar services; sale, acquisition or lease of real property; real estate brokers; title insurance, abstracts or opinions or title; surveys in connection with acquisition, sale or lease of real property; room and board for social service clients and funeral related services. Contracts for these services shall be negotiated by the County Attorney, county staff or consultant as approved by the Board of County Commissioners.
 - G. Service/Maintenance Contracts: Continuing service and/or maintenance contracts that are initially awarded by the Board as part of a product acquisition/installation to a vendor who is the manufacturer, developer, or who is the authorized service agent

thereof and for which funds are annually appropriated in the budget are exempt from further competitive requirements. Examples are software/hardware maintenance, building systems maintenance, security systems, heavy equipment repairs/maintenance, etc.

- H. Software. Upgrades, software modification services by the copyright holder, and related software enhancements to installed software purchased through competitive means are exempt. The purchase of new software packages or systems shall follow the thresholds and procedures of the policy to ensure competitive selection.
- I. Advertisements and other notices publicized in newspaper or other media.
- J. Water, sewer, electrical, cable television, telephone, internet, fiber or other utility services.
- K. Agreements between the County and other entities for economic development services, grants, incentive programs, redevelopment agreements, and other development awards approved by the Board of County Commissioners.
- L. Petroleum products (fuel and oil).
- M. Procurement of banking services for any bond or loan issuance, refund or other related services.
- N. Purchase of insurance coverages for the County.
- O. Purchases made with the proceeds from any grant, gift, bequest, or donation to the extent the application of this chapter would conflict with the requirements, conditions, or limitations attached to the grant, gift or donation.

These exemptions shall not apply to any purchase governed by explicit provisions of general law or other county ordinance or board policies unless the solicitation indicates the applicability of the exemption, and the exemption shall apply only to the extent set out in the solicitation.

CODE OF ETHICS

All employees are required to maintain high standards of ethics and conduct. When making purchases, employees shall strive to maintain complete independence and impartiality in dealings with vendors to preserve the integrity of the competitive process and to ensure there is public confidence that purchase orders and contracts are awarded equitably and economically.

1. No employee, officer, or agent of the County will participate in the selection, award, or administration of a contract if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

If such a conflict occurs with a member of the Board of County Commissioners, the Commissioner will abstain from voting and file the appropriate form according to the Florida Ethics Commission requirements. If such a conflict exists with a County employee involved in the grant-funded project, the employee will disclose the conflict in writing, and will not be involved in negotiating, preparing or approving any contract, payment, or other activity of authority over the contract/purchase. The County Coordinator will ensure that the proper notification to the funding agency is provided when the conflict is identified, prior to any action on the part of the party with the conflict of interest. The County Coordinator will also ensure that all follow up actions required by the funding agency (Florida DEO, US Treasury, Florida DOT, etc.) are taken.

2. The officers, employees, and agents of the County must neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, unless the financial interest

is not substantial or the gift is an unsolicited item of nominal value. "Not substantial" or "nominal value" shall be \$25 or less, or the amount set by the County in other general policy, whichever is more. Disciplinary actions will be applied for violations of such standards by officers, employees, or agents of the County.

3. The County will not discriminate in procurement based on race, color, religion, sex, national origin, disability, age, or genetic information. For federally funded procurements, the County will not knowingly procure any goods or services from a vendor who discriminates based on these protected classifications.

4. The County staff will provide oversight of the vendors' performance/delivery, especially prior to issuing payment(s).

5. Written protests of the procurement process, including contract award, may be made by potential vendors in a timely manner. During the solicitation stage, the protest shall be made as soon as the disputed issue is identified, and prior to the deadline for bids/proposals/quotes to be submitted. During the award stage, the protesting party shall submit the protest prior to the final award. All protests shall identify the specific issue under protest. The County personnel performing the solicitation, evaluation, recommendation of award or actual award shall respond to the protest in writing in a timely manner based on the stage of the procurement, which may require an extension of the solicitation or delay of award. If the protesting party is not satisfied with the response, the party may appeal to the County Coordinator or to the Board of County Commissioners, whose decision shall be final. This policy shall not be construed to deprive the protesting party of any legal rights that may exist under applicable regulations and laws.

6. The County is subject to Florida's Government in the Sunshine Law (section 286.011, F.S.) with respect to the meetings of the governing board or the meetings of any subcommittee making recommendations to the governing board. All of these meetings shall be publicly noticed, open to the public, and the minutes of all the meetings shall be public records, available to the public in accordance with chapter 119 F.S.

7. If the County (Board, management, staff) identifies any violation of Federal criminal law involving fraud bribery, or gratuity violations potentially affecting a grant award or grant funded project/contract, the apparent violation will be disclosed to the Board and to the funding agency in a timely manner.

DUTIES AND RESPONSIBILITIES

PURCHASING

1. All County contracts, leases, and agreements are stored available for inspection upon request and maintained in the Board files.
2. The Department Heads in cooperation with the Board's Fiscal Manager will strive to take advantage of discounts offered by vendors for early and prompt payments of invoices.
3. The Clerk of Court's office shall maintain all original bid and contract documents. Copies of the original documents will be provided to the applicable Department, County Coordinator, evaluation committee, etc., upon completion of the bid award and contract execution.

REQUESTING DEPARTMENT

1. The Requesting Department is the department or division originating the purchase.
2. Departments are responsible for following the Procurement Manual. Department Directors

may establish internal operating procedures to fully implement the Procurement Manual so long as such procedures are consistent with the Procurement Manual.

3. Department Directors are responsible for ensuring that sufficient budget funds are available for all expenditures.
4. Departments shall formulate specifications and/or the scope of work, including any pre-qualification requirements and evaluation factors, for competitive bids or requests for proposals or qualifications, to include any terms and conditions specified in related funding documents (i.e. Federal and State grant funding).
5. Departments will verify, when a low bidder proposes an item "equal to" that specified, that the equal is in fact a comparable item and will provide documentation of such to the BOCC before bid opening or as part of bid review.
6. Departments shall be responsible for verifying insurance and bond information are valid throughout the life of a contract.

VENDOR POLICIES

1. Full and Open Competition

It is the intent of the Board to provide all vendors with a fair and impartial opportunity in which to compete for the County's business. However, the County shall not contract with vendors on the State Department of Management Services Convicted Vendor List. The County may also disqualify vendors on the State's list of Suspended Vendors and Discriminatory Vendors, as well as the Federal Excluded Parties List.

2. Public Entity Crime: Denial and Revocation of Rights

In accordance with F.S. 287.133, any entity listed on the State Department of Management Services Convicted Vendor List shall be denied the right to conduct business or render any type of service for any County Department or Division to the extent required by the debarment, suspension, or other determination of ineligibility by the State.

3. Suspension and debarment

A. Suspension. After consultation with the County Attorney, the Board of County Commissioners is authorized to suspend a vendor from consideration for award of contracts if there is probable cause to believe that the vendor has engaged in any activity which might lead to debarment pursuant to subsection (c) below. The suspension shall be for a period not to exceed three months.

B. Debarment. After reasonable notice and an opportunity for the suspended vendor to be heard, the board shall either debar such vendor or terminate the suspension. The debarment should be for a period of not more than three years.

C. Grounds for debarment include:

- (1) Entry of a plea of guilty, or no contest, or nolo contendere to or conviction of a criminal offense as an incident to obtaining or attempting to obtain public or private contract or subcontract, or in the performance of such contract or subcontract; or
- (2) Entry of a plea of guilty, no contest, or nolo contendere to or conviction under state or federal statutes of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense indicating

- a lack of business integrity or business honesty; or
- (3) Entry of a plea of guilty, no contest, or nolo contendere to or conviction under state or federal antitrust statutes arising out of the submission of bids or proposals; or
- (4) Violation of contract provisions, as set forth below, the character of which is regarded by the board to be so serious as to justify debarment action:
 - a. Deliberate failure without good cause to perform in accordance with the specifications or within the time limit provided in the contract; or
 - b. A past record of failure to perform or of unsatisfactory performance in accordance with the terms of one or more contracts;
- (5) Having been adjudicated guilty of any violation of the State of Florida Construction Industry Licensing Board within the past 12-month period prior to the time of bid submittal; or
- (6) Having been adjudicated guilty by the Department of Environmental Protection of any violation of an environmental ordinance within the past six-month period at the time of bid submittal; or
- (7) Having been disqualified or found nonresponsive, based on the vendor's fraud or disqualification; or
- (8) Having been adjudicated insolvent, having proceedings in bankruptcy instituted against it, or having a receiver or trustee appointed over its property; or
- (9) Being in a proceeding (i.e., court proceeding, arbitration, or administrative proceeding) adverse to the county arising from or related to the vendor's performance of a contract with the county, or having unresolved financial claims pending by or against the county for a period of more than sixty (60) days; or
- (10) Any other cause the Board of County Commissioners determines to be as serious and compelling as to affect responsibility as a county vendor, including debarment by another governmental entity.

D. Notice of decision. The County Coordinator, County Attorney or Board Chairman shall issue a written notice to the vendor of the decision to debar or suspend. The final decision shall state the reasons for the action taken and inform the debarred or suspended party involved of his/her/its rights concerning judicial review by certiorari appeal to the 2nd Judicial Circuit Court. The written decision shall be mailed or otherwise furnished immediately to the debarred or suspended vendor.

4. Reinstatement

Vendors that have been suspended from doing business with the County may be reinstated upon written request; however, debarred or suspended firms shall not be reinstated during the period of a debarment or suspension unless the Board determines that it would be in the County's best interest.

5. Litigation and Arbitration

The County Staff shall not issue any purchase orders or contracts to any vendors currently involved in litigation or arbitration with Franklin County until such time as a satisfactory resolution is reached with such vendors. However, the Board may, in its sole discretion, award Purchase Orders or contracts to such vendors.

6. **Dispute Resolution**

If a dispute arises relating to a formal contract that contains written dispute provisions, the contract provisions shall be followed. Otherwise, the following steps shall be taken.

In the event a dispute occurs between a vendor and a Department, and the Department Head cannot resolve the dispute, the Department Head shall immediately (within 3 business days following the dispute or last attempt to resolve the issue) inform the County Coordinator in writing regarding the nature of the dispute and any attempts to resolve it. The affected vendor may also contact the County Coordinator in writing if the Department Head fails to do so, informing the County Coordinator of the nature of the dispute and any attempts to resolve it. Contact may be by email, hand delivery of written notice by the Department Head or vendor, or by registered US Postal service or other commercial courier.

The County Coordinator shall attempt to resolve the dispute if he/she determines that such effort might be effective. The County Coordinator shall provide written notification within 3 business days (preferably by email or other immediate delivery) to the vendor and Department Head, stating his/her recommendation, request for additional information, or notification that the matter will be referred to another appropriate party (such as licensing board, mutually agreeable entity, etc.). The County Coordinator shall attempt to conclude the resolution expeditiously.

If the County Coordinator is unable to resolve the issue, or the issue is not resolved by the appropriate outside party, the following procedures shall apply:

- A. The vendor shall submit a written statement via email, certified mail no later than 15 days from the date of the County Coordinator's or outside party's determination. Notice shall specify in detail the nature of the dispute.
- B. Within five days of the receipt of the written statement submitted by the vendor, the County Coordinator submit a recommendation to the Board of County Commissioners.
- C. At the next regularly scheduled Board of County Commission meeting, or at an earlier meeting at the Board's discretion, the Board will review the dispute. The Board will take action at the meeting to dismiss or resolve the dispute, which could require further actions after that meeting. The Chairman of the Board of County Commission or County Attorney will notify the vendor of the Board's final decision in writing, via certified mail and within five days of the date of the final decision.

7. **Bid Protest Procedure**

For competitive solicitations other than those for goods (equipment, materials, etc.) with simple priced-based bidding, the procuring Department shall electronically notify the competing vendors of the recommended award a minimum of two business days prior to approval of an award. The notice shall inform the vendors of the proposed award date and state that they may dispute the award based on good cause prior to or within one day after the actual award.

Emergency or sole-source purchases shall not require notice of intent to award.

In any competitive solicitation context, no later than the business day following the day approval is granted, the requesting Department will ensure the electronic posting of the notice of award to the county website. Approval by the awarding authority does not constitute the formation of a contract.

After the posting of the notice of award, any party withstanding may challenge the decision by initiation an action in the Circuit Court of the 2nd Judicial Circuit in Franklin County against the Franklin County Board of County Commissioners. If a party intends to initiate such an action, it must electronically notify the Chairman of the Board of County Commissioners and the County Attorney no later than one business day after the posting of the notice of award. If no such notice is received by the county, the county may proceed to execute a contract to formalize the award decision. If the county does receive notice of intent to challenge the decision, the county will stay the contracting process, unless the County Coordinator or Fiscal Manager determines that the contract must proceed without delay to protect substantial interest of the county. If a party notifies the county of its intent to challenge a decision under this subsection, it must file its challenge within fourteen business days after providing its notice. If the party fails to file its action within this period, the county may proceed with the contracting process. If the party files its action, the court will uphold the county's decision unless the court determines that the awarding authority did not act in good faith and the challenger demonstrates illegality, fraud, oppression or misconduct by the county or anyone acting on the county's behalf.

PURCHASING & CONTRACT SIGNING AUTHORITY

The following individuals may approve purchases of goods & services and sign contracts for up to the indicated amounts:

Department Head	Not to exceed \$10,000
County Coordinator or Fiscal Manager	Not to exceed \$25,000
Board of County Commissioners	Over \$25,000

Board approval is needed to transfer \$5,000 or more budgeted funds between line items.

PURCHASING CATEGORIES; REQUIREMENTS

The following categories establish requirements for purchases by amount. Each order must be signed by the proper signing authority.

Orders up to \$10,000	No quotes are required. Best practices should be used to ensure a competitive and reasonable price for all purchases.
Orders over \$10,000 not exceeding \$25,000	Three electronic solicitation requests are required when the purchase is anticipated to meet the threshold. At least (3) vendors should be solicited, the number may be reduced to (2) vendors when the County Coordinator or Fiscal Manager determine that (3) vendors are not available, and price, availability, etc. should be requested. The order must be awarded to the vendor quoting the lowest price, including consideration of all other factors. Supporting documentation of quote solicitation must be provided and available upon request. Purchase order to be issued by Fiscal Manager for orders.
Orders over \$25,000	Competitive Solicitation Procedures required – Purchase order to be issued by Fiscal Manager for orders.

EXCEPTIONS

In an emergency as determined by the County Coordinator and Board Chairman, authorization to contract in excess of \$25,000 is granted to the County Coordinator along with the Chairman with the provision that it will be brought to the attention of the Board of County Commissioners at their next regularly scheduled meeting for "after-the-fact" approval. The County Coordinator along with the Chairman may also elect to call a special meeting of the Board of County Commissioners.

Items approved by the Board during the budget process as a budget line item do not require additional approval if purchased from a State Term Contract or other authorized cooperative agreement or governmental bid platform that has been competitively procured.

COMPETITIVE SOLICITATIONS

1. For purchases larger than \$25,000, the requesting Department will determine which competitive procurement method is most practicable and advantageous to the county. Those methods may be by:
 - A. Invitation to Bid (ITB);
 - B. Request for qualifications (RFQ) pursuant to Consultant's Competitive Negotiation Act (CCNA) or not governed by the CCNA;
 - C. Request for proposals (RFP);
 - D. Sole source procurement;
2. Goods and services produced in the United States will be given preference when all other

- aspects in the bid selection process are equal.
3. It will be the objective of Franklin County to consolidate for purchase and bidding, all goods and services of a similar nature.
 4. All competitive solicitations should include the following provisions:
 - A. The Board of County Commissioners reserves the right to accept or reject any and all bids, proposals, competitive or otherwise, in whole or in part, to waive informalities in the solicitation documents, to obtain new bids, or to postpone the bid opening pursuant to the Board's purchasing policies as they may deem in the best interest of the county.
 - B. The period of time responses are valid after the date of the opening.
 - C. Public Entity Crimes Statement pursuant to Section 287.133(3)(a), Florida Statutes.
 - D. The number, duration and condition of any intended renewal periods.
 - E. If predictable, an estimated time for contract award.
 - F. The basis for award.
 - G. All other requirements of the solicitation or related funding agreements.
 5. The requesting Department will formulate specifications.
 6. The requesting Department will formally advertise the bid.
 7. Federally funded projects will follow Federal procurement standards in the "Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards", 2 C.F.R. Sections 200.213 and 200.317-326.
 8. The requesting Department shall determine the date, time and location for submitting bids, as well as the date, time and location of the Public Bid Opening.
 9. The requesting Department will advertise the request for bids in a newspaper of general circulation for once a week for at least two weeks prior to the opening of the bids. Large projects with an anticipated cost of more than \$100,000 (or if required by the funding source) will also be advertised in the newspaper of a nearby metropolitan statistical area (Panama City or Tallahassee) with daily circulation for once a week for at least two weeks prior to the opening of the bids. Road projects must be advertised two consecutive weeks to meet Florida Statutes requirements. Construction bid response times are also regulated by FS 287.0525: for construction projects expected to cost more than \$200,000 the publication must be a minimum of 21 days prior to the established bid opening and a minimum of 5 days prior to any pre-bid conference, and if the projected cost is more than \$500,000 the advertisement period is increased to 30 days prior to the established bid opening date. The requesting Department is responsible for determining the proper advertisement requirements and adhering to those requirements. All formal bid solicitations will be posted electronically on the County's website.
 10. The requesting Department will determine who will distribute bid documents.
 11. Acceptance and Evaluation. Responses shall be accepted without alteration or correction, except as authorized in this Manual. Responses shall be evaluated based on the requirements set forth in the solicitation document, which may include, but not be limited to criteria to determine acceptability such as: inspection, testing, quality, recycled or degradable materials content, workmanship, delivery, and suitability for a particular purpose and/or factors to determine a respondent's level of responsibility such as references, work history, bonding capacity, licensure, certifications, etc. Those criteria that will affect the price and that are to be considered in evaluation for award shall be objectively measured, such as discounts, transportation costs, and total or life cycle costs. No criteria may be used in an evaluation that is not set forth in the solicitation, or in this manual.
 12. Openings will typically be held in a Board of County Commission meeting. However, the advertised

request for bids/proposals/qualifications may state that proposals will be publicly opened at a specific location, time and date other than a Board of County Commission meeting, in order to expedite the procurement process.

13. The requesting Department will attend the opening and will assist in reviewing the submitted responses to ascertain the responsive, responsible respondent in accordance with the solicitation document that provides the best value to the County. All responses will be opened in public and prices will be read aloud, as applicable to the solicitation.
14. After the opening, the requesting Department will notify any respondents of any informalities in their response. They will have 24 hours from the time of the opening to furnish information to the requesting Department. If the opening is on a Friday, they will have until Monday to reply. If no response is received within 24 hours of the opening, the package will be deemed non-responsive.
15. The Department will recommend the contract award. For competitive solicitations other than those for goods (equipment, materials, etc.) with simple priced-based bidding, the procuring Department shall electronically notify the competing vendors of the recommended award a minimum of two business days prior to approval of an award. Notification shall include the date the award will be considered, and a statement that the award decision will be publicly posted on the Board website no later than the following business day.
16. The contract award recommendation will be presented to the Board of County Commission for review and approval.
17. No later than the business day following the day approval is granted, the requesting Department will ensure the electronic posting of the notice of award to the county website. The requesting Department will issue a Notice of Award when necessary, after the bidding and selection process is totally complete.
18. The requesting Department is responsible for conducting any pre-construction meeting, if necessary, and issuing a Notice to Proceed after the full execution of any contract or agreement for a project. When applicable, the Notice to Proceed will be issued after verification of applicable bonds and certificates of insurance are issued.
19. Solicitations may be canceled or rejected in whole or in part when it is in the best interests of the County, as determined by the County Coordinator, Fiscal Manager or the Chairman. Notice of cancellation shall be posted on the County website. The notice shall identify the solicitation, and, where appropriate, explain that an opportunity will be given to compete on any re-solicitation or any future procurement of similar items.

TYPES OF SOLICITATIONS

INVITATION TO BID (ITB): A written solicitation for competitive sealed bids with the title, date, and hour of the public bid opening designated and specifically defining the commodity, group of commodities, or services for which bids are sought. It includes instructions prescribing all conditions for bidding. The invitation to bid is used when the agency is capable of specifically defining the scope of work for which a contractual service is required or when the agency is capable of establishing precise specifications defining the actual commodity or group of commodities required.

REQUEST FOR PROPOSAL (RFP): A solicitation of the responses for good and/or service for which the scope of work, specifications or contractual terms and conditions cannot reasonably be closely defined, or when the county is requesting that a qualified vendor propose goods and/or services or when the county determines that it is in the best interest of the county that the award be made after

determining the response that is the best value and most advantageous to the county. Evaluation of a proposal is based on prior established criteria which may include but may or may not be totally limited to price.

REQUEST FOR QUALIFICATIONS (RFQ) is a step sometimes used in the formal process of procuring a product or service, for example by a government agency. It is typically used as a screening step to establish a pool of vendors (businesses or individuals to provide a product or service) that are then qualified. In this two-step process, the response to the RFQ will describe the company or individual's general qualifications to perform a service or supply a product (usually used for professional services such as architectural, engineering, accounting), this response will generally will not include specific details or price proposals. Responses to an RFQ solicitation will be opened at a public meeting, then released to a publicly stated ranking or evaluation committee that will return with a recommendation to the Board at the following public meeting, whereas the Board would then accept or deny the recommendation and authorize negotiation for price and/or fees.

SOLE SOURCE shall mean the only source of service or product relative to kind and availability. A request for sole source procurement is possible, when not prohibited by the funding source. The requesting department must provide in writing along with the request for procurement 1) a finding that only one qualified source is available; 2) a statement that a search for alternative sources has been made; 3) a justification of why the only source is acceptable to fit the needs of the requesting department. The Board may negotiate with a sole source supplier under one or more of the following circumstances: a) the needed supply or service is available from only one source/brand as determined by the requesting department's written justifications, b) the supply or service is wanted for experimental trial or testing, c) additional supplies or services are needed to complete an ongoing task, d) the item is a component or replacement part for which there is no commercial distributor, e) compatibility is the overriding consideration

WRITING SPECIFICATIONS - INVITATION TO BID

1. Solicitations must include specifications that are clear, accurate, and complete. Unnecessarily restrictive specifications or requirements that might unduly limit the number of bidders or proposals are prohibited. The solicitation should include all documents, whether attached or incorporated by reference that are elements of the specifications and requirements for the solicitation.
2. Specifications are a written description of needed supplies, equipment or services clearly and concisely set out in the solicitation along with other material elements of the project. Alternative specifications are highly discouraged.
3. There are several types of specifications that can be considered:
 - A. Performance Specifications
 1. The results of the product are more important than the product itself.
 2. Specific end product capabilities, not method of construction.
 - B. Descriptive Specifications
 1. Describes precisely what is needed.
 2. Covers every detail to the end product.

C. Brand Name Specifications

1. Specified by manufacturers name and model number.
2. A product has been determined desirable based on past performance and is available from more than one vendor.

D. Closed Specification

1. Two general types
 - a) Single Product - e.g. HP computers
 - b) Multi product - e.g. HP computers, Dell computers
2. Generally brand name specifications, available from more than one vendor.

E. Open Specifications

1. All manufacturers whose product meets the performance or descriptionspecified may bid.
2. All performance specifications and all descriptive specifications are open specifications.
3. Brand name specifications are open specifications if the phrase "or equal" is added.
4. The phrase "or equal" establishes the brand name (with additional specific factors) as a standard and allequal products are acceptable.

F. Reference Specifications

1. The item desired is referred to by a number as established in a published specification or standard.
2. Should use national specifications and standards.
3. Be sure to read and understand what is referenced.
4. A reference specification may include several different items, be specific.

G. Combination Specifications

1. Not possible to combine open and closed specifications.
2. Can combine performance, descriptive, and reference specifications.
3. Used in describing a product that must meet both physical andperformance criteria.
4. Be positive the combination will produce the desired result.

4. The requesting Department is responsible for ensuring that the specificationsinclude the following elements:

- A. Description of the item to be purchased or a sufficient explanation of theservices to be procured.
- B. Dimensions, tolerance and performance expected of the item.
- C. Reference to a sample, if any.
- D. Bid price is to include net delivered price or no separate charges for deliveryor other hidden cost.
- E. The estimated quantity to be furnished by the vendor.
- F. Time and place of delivery, and any conditions for thedelivery.
- G. If additives to a bid are to be considered, all details must be included.
- H. If trade-in(s) is involved, the appropriate information must be included.
- I. Pre-qualification requirements, if any. The Prime Contractor and Subcontractor performing work on road or drainage construction, reconstruction, or repair shall be

qualified in, under Rule Chapter 14-22, Florida Administrative Code, the following major classes of work: 1) Flexible Paving, 2) Hot Plant-Mixed Bituminous Courses, 3) Drainage, and 4) Grading.

- J. Bid, performance, and construction bond requirements, depending on the goods or services to be provided and the recommendation of the Fiscal Manager, County Attorney, Consultant, etc.
- K. If direct purchases will be used, the specifications should include direct purchase procedures.
- L. Liquidated damages, if applicable.
- M. The date and time requested for a pre-bid conference, if applicable.
- N. The date and time requested for a notice to proceed date, if applicable.
- O. The position title and a brief explanation of the duties of the County's representative(s) for the project.
- P. The types and estimated time frames for any inspections of the project to be conducted by the County's representative(s), if applicable.

EMERGENCY PURCHASES

Departments shall document any procurements exempted from the mandatory bid requirements in the event of an emergency, because the circumstances of the delay incident in complying with such requirements would be detrimental to the health, safety and welfare of the citizens of the county; such emergencies shall include, but are not limited to, war, declared or undeclared; insurrection; hurricane; flood; tornadoes or any other form of disaster or unforeseen circumstances threatening destruction of life or damage to property. This exemption shall be in effect through any such circumstances, including the clean-up and repair of property following such an event.

Departments are responsible for understanding additional requirements for Federal and/or State reimbursements related to emergency purchases.

The County may enter into and utilize Mutual Aid Agreements as provided in Chapter 252, Florida Statutes in the event of emergency situations. The County Coordinator and/or Chairman shall be authorized to invoke the terms of the Mutual Aid Agreement.

PROFESSIONAL ARCHITECTURAL, ENGINEERING, LANDSCAPE ARCHITECTURAL, AND LAND SURVEYING SERVICES (CCNA)

The purpose of this section is to ensure compliance with Section 287.055 Florida Statutes, known as the Consultants Competitive Negotiation Act (CCNA).

1. Public Announcement

It is the policy of the County to publicly announce all requirements for professional architectural, engineering, landscape architectural, land surveying, and mapping services, and to negotiate such contracts on the basis of demonstrated competence and qualifications at fair and reasonable prices. In the procurement of such services, the Board may require firms to submit a statement of qualifications, performance data, and other information related to

the performance of professional services.

2. Scope of Project Requirements

A. For specific projects, the County office requesting the professional services shall produce written project requirements indicating the nature and scope of the professional services needed by the office, including but not limited to the following:

- 1) the general purpose of the service or study;
- 2) the objectives of the study or service;
- 3) estimated period of time needed for the service or the study;
- 4) the estimated cost of the service or study;
- 5) whether the proposed study or service would or would not duplicate any prior or existing study or service; and
- 6) the desired qualifications, listed in order of importance, applicable to the scope and nature of the services requested.

B. For Continuing Supply Services, the County office requesting the professional services shall produce written project requirements indicating the nature and scope of the professional services needed by the office, including but not limited to the following:

- 1) the general purpose of the service or study;
- 2) estimated period of time needed for the service or the study;
- 3) the estimated cost of the service or study;
- 4) the desired qualifications, listed in order of importance, applicable to the scope and nature of the services requested.

3. Review of Project Requirements

The requesting Department shall review the scope of project requirements and prepare a draft Request for Qualifications (RFQ). The evaluation factors shall be identified in the RFQ, and shall include such factors as the ability of professional personnel; whether a firm is a certified minority business enterprise; past performance; willingness to meet time and budget requirements; recent, current, and projected workloads of the firms.

4. Distribution of RFQ

The requesting Department shall distribute the RFQ in accordance with standard Procedures including publication of legal notice and provide notification of the date and time when such proposals are due.

5. Exemptions

This section shall not apply to a professional service contract for a project where the basic construction cost is estimated by the agency to be less than the threshold amount provided in s. 287.055, Florida Statutes, or for a planning or study activity when the fee for professional services is estimated by the agency to be less than the threshold amount provided in s. 287.055, Florida Statutes, or in cases of valid public emergency so certified by the County Coordinator and/or Chairman.

This section shall not apply to any requirement for professional services if a continuing

contract is in effect and a determination is made to utilize the continuing contract to obtain such services in accordance with 287.055, Florida Statutes.

6. Evaluation

The following language shall be used in its substantial form in solicitations where evaluations are required. The solicitation document shall specify evaluation procedures.

- A. Membership of all Evaluation Committees shall be composed of the Franklin County Commissioners or designees.
- B. Public Meetings shall be in accordance with Florida Statute 286.011.
- C. Contact with the Evaluation Committee. Members of the Evaluation Committee are prohibited from discussing a project with any professional or professional firm that may submit a proposal during the procurement process, except in formal committee meetings or pre-proposal meetings. Potential proposers may submit questions consistent with the RFQ instructions, which shall be answered in writing with response to all identified potential proposers.
- D. Evaluation of Proposals. Only written responses of statements of qualifications, performance data, and other data received in the Clerk's office or advertised bid submission location by the publicized submission time and date shall be evaluated.
- E. The initial ranking of proposals is based upon the weighted criteria in the solicitation.
- F. Presentations/Interviews. The Evaluation Committee may choose to conduct formal presentations/interviews with firms prior to final ranking.
- G. Final Ranking. The Evaluation Committee shall use the ordinal process to rank the firms. The respondents shall be listed in order of preference. The list of best-qualified persons shall be forwarded to the County Coordinator or Board, as appropriate, for approval prior to beginning contract negotiations.

7. Negotiation

Contract negotiations may be conducted by the Department or by a Negotiation Committee to be determined by the County Commissioners or designee.

- A. Negotiation Committee. Membership of the Negotiation Committee may include:
 - 1) Director of the user Department or designee,
 - 2) County Coordinator
 - 3) County Fiscal Manager
 - 4) County Attorney or designee.
- B. Negotiation. The Negotiator(s) shall negotiate a contract with the firm considered to be the most qualified to provide the services at compensation and upon terms which the Negotiator(s) determines to be fair and reasonable to the County. In making this decision, the Negotiator(s) shall take into account the estimated value, the scope, the complexity, and the professional nature of the services to be rendered. Should the Negotiator(s) be unable to negotiate a satisfactory contract with the firm considered to be the most qualified, negotiations with that firm shall be formally terminated. The Negotiator(s) shall then undertake negotiations with the second most qualified firm. Failing accord with the second most qualified firm, the Negotiator(s) shall formally terminate negotiations, and shall then undertake negotiations with the third most qualified firm. Should the Negotiator(s) be unable to negotiate a satisfactory contract with any of the selected firms, the Selection Committee shall select additional firms in order of their competence and

qualifications, and the Negotiator(s) shall continue negotiations in accordance with this Section until an agreement is reached or until a determination has been made not to contract for such services.

PIGGYBACK

When not prohibited by the funding source, departments may request to piggyback on contracts for goods and services with other governmental entities. The following must be submitted as a part of the request and specifications package:

1. A copy of the other agency's solicitation to include the awarded vendor's submittal.
2. A copy of the other agency's Purchase Order or contract and expiration date.
3. A letter from the awarded vendor, offering to honor the same prices under the same terms and conditions as indicated in the other agency's solicitation and subsequent contract.
4. Verification from the other agency that the vendor is performing satisfactorily.

PROCUREMENT UNDER FEDERAL AWARDS

Procurement of goods and services whose costs are charged to federal awards are subject to all of the specific purchasing policies of the funding organization. The funding agreement will be reviewed to identify any special requirements for the procurement or contract. In addition, procurements associated with Federal awards are subject to the following supplemental policies:

1. Avoid acquisition of unnecessary or duplicative items. Consideration will be given to consolidating or breaking out procurements to obtain a more economical purchase.
2. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.
3. Consider entering into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services, and using Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.
4. Consider the use of value engineering on construction projects in excess of \$1,500,000.
5. Make all procurement files available for inspection upon request by a Federal awarding agency, the pass-through agency, and any other state or federal entity or auditor with an interest in such procurement.
6. For all contracts, require the contractor to certify in writing that they have not been suspended or disbarred from doing business with any federal agency.
7. Perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold (\$250,000) including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the County will make independent estimates before receiving bids or proposals.
8. Take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible and appropriate. Steps shall include:
 - A. Placing qualified small and minority businesses and women's business enterprises on solicitation lists
 - B. Assuring that small and minority business, and women's business enterprise are solicited whenever they are potential sources
 - C. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit

maximum participation by small and minority business, and women's business enterprise. This shall not be used to evade advertising requirements.

D. Establishing delivery schedules, where the requirements permits, which encourage participation by small and minority business, and women's business enterprises.

E. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce, and obtaining information from the Florida Office of Supplier Diversity (and other sources if appropriate) to develop solicitation lists.

F. Requiring the prime contractor, if subcontractors are to be let, to take the affirmative steps listed here, including use of the County's minority/woman-owned businesses solicitation list.

9. Community Development Block Grants and other grants funded by the U.S. Department of Housing and Urban Development through the Housing and Urban Development Act of 1968 include Section 3 requirements. The appropriate Section 3 actions must be taken in soliciting participation by Section 3 contractors/subcontractors where applicable.
10. If applicable, the County and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of section 6002 include procuring items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practical, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management service in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines. This requirement does not apply to private parties who receive federal funds through the County. The county shall review proposed construction and/or needed supplies/materials to determine whether or not items are contained on the EPA list of designated items, and whether the potential purchase meets the threshold of \$10,000 (current purchase or preceding fiscal year totals). If the threshold is met, purchase/contract specifications shall include the recovered materials requirements.
11. Profit shall be negotiated as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.
12. The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.
13. A time and materials type contract may be used only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. A high degree of oversight is required for this type of contract. Time and materials type contract means a contract whose cost to the County is the sum of the actual cost of materials and direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses and profit.
14. Costs incurred or cost estimates included in negotiated prices must be allowable for the County to pay under federal subpart E – Cost principles, or such other standard that may be approved by the funding agency.
15. For construction contracts in excess of the Simplified Acquisition Threshold as listed in 2 CFR 200.88, contracts shall include the following:
 - A. A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" must consist of a firm commitment such as bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.
 - B. A performance bond on the part of the contract or 100% of the contract price; and
 - C. A payment bond on the part of the contractor for 100% of the contract price

D. A liquidated damages clause establishing a predetermined amount that must be paid if the contractor fails to perform as promised.

PROVISIONS INCLUDED IN ALL FEDERALLY-FUNDED CONTRACTS

The following provisions, as applicable, will be included in all contracts (including small purchases) with contractors and subawards. Variations in the exact language may apply, based on the federal funding agreement.

1. **Remedies:** All contracts in excess of the small purchase threshold fixed at 41 U.S.C. 403(11) (currently \$250,000) shall contain contractual provisions or conditions that allow for administrative, contractual, or legal remedies in instances in which a contractor violates or breaches the contract terms.
2. **Termination:** All contracts in excess of \$10,000 shall contain suitable provisions for termination by the County for cause and for convenience, including the manner by which termination shall be effected and the basis for settlement. In addition, such contracts shall describe the conditions under which the contract may be terminated for default as well as conditions where the contract may be terminated due to circumstances beyond the control of the contractor.
3. **Equal Employment Opportunity:** All contracts shall contain a provision requiring compliance with E.O. 11246, "Equal Employment Opportunity," as amended by E.O. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and as supplemented by regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."
4. **Davis-Bacon Act**, as amended (40 U.S.C. 3141-3148): If included in the federal agency's grant program legislation, all construction contracts of more than \$2,000 awarded by the County and its subrecipients shall include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 276a to a-7) and as supplemented by Department of Labor regulations (29 CFR part 5, "Labor Standards Provisions Applicable to Contracts Governing Federally Financed and Assisted Construction"). Under this Act, contractors are required to pay wages to laborers and mechanics at a rate not less than the minimum wages specified in a wage determination made by the Secretary of Labor. In addition, contractors shall be required to pay wages not less than once a week. (A copy of the current prevailing wage determination issued by the Department of Labor will be included in each solicitation and the award of a contract shall be conditioned upon the acceptance of the wage determination. The County shall conduct jobsite interviews with an appropriate representative sample of workers, and shall obtain reports from contractors on a weekly basis in order to monitor compliance with the Davis-Bacon Act, and shall report all suspected or reported violations to the appropriate awarding agency.)
5. **Compliance with Copeland Act Requirements.** Construction contracts shall include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

6. **Contract Work Hours and Safety Standards Act** (40 U.S.C. 327-333): [Where applicable] All contracts in excess of \$100,000 that involve the employment of mechanics or laborers shall include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence
7. **Rights to Inventions Made Under a Contract or Agreement:** Contracts or agreements for the performance of experimental, developmental, or research work shall provide for the rights of the Federal Government (or state pass-through agency, if applicable) in any resulting invention in accordance with 37 CFR part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.
8. **Clean Air Act** (42 U.S.C. 7401-7671q and the Federal Water Pollution Control Act (33 U.S.C. 1251 -1387), as amended: Contracts and subawards of amounts in excess of \$150,000 shall contain a provision that requires the recipient to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 et seq.) and the Federal Water Pollution Control Act, as amended (33 U.S.C. 1251 et seq.). Violations shall be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
9. **Debarment and Suspension** (E.O.s 12549 and 12689): For all contracts, the contractor shall provide a certification that neither the contractor nor any of its principal employees are listed on the Excluded Parties List System in SAM.
10. **Byrd Anti-Lobbying Amendment** (31 U.S.C. 1352): For all contracts or Subgrants of \$100,000 or more, the County shall obtain from the contractor or sub-grantee a certification that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Likewise, since each tier provides such certifications to the tier above it, the County shall provide such certifications in all situations in which it acts as a sub-recipient of a sub-grant of \$100,000 or more.
11. **Procurement of recovered materials.** Contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid

waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines

Other Federal Requirements:

12. Americans with Disabilities Act of 1990, as amended (ADA) - The CONTRACTOR will comply with all the requirements as imposed by the ADA, the regulations of the Federal government issued thereunder, and the assurance by the CONTRACTOR pursuant thereto.

13. Disadvantaged Business Enterprise (DBE) Policy and Obligation - It is the policy of the COUNTY that DBE's, as defined in 49 C.F.R. Part 26, as amended, shall have the opportunity to

participate in the performance of contracts financed in whole or in part with COUNTY funds under

this Agreement. The DBE requirements of applicable federal and state laws and regulations apply to this Agreement. The COUNTY and its CONTRACTOR agree to ensure that DBE's have the

opportunity to participate in the performance of this Agreement. In this regard, all recipients and

contractors shall take all necessary and reasonable steps in accordance with 2 C.F.R. § 200.321 (

as set forth in detail below), applicable federal and state laws and regulations to ensure that the DBE's have the opportunity to compete for and perform contracts. The COUNTY and the CONTRACTOR and subcontractors shall not discriminate on the basis of race, color, national origin or sex in the award and performance of contracts, entered pursuant to this Agreement.

2 C.F.R. § 200.321 CONTRACTING WITH SMALL AND MINORITY BUSINESSES, WOMEN'S BUSINESS ENTERPRISES, AND LABOR SURPLUS AREA FIRMS

a. If the CONTRACTOR, with the funds authorized by this Agreement, seeks to subcontract goods or services, then, in accordance with 2 C.F.R. §200.321, the CONTRACTOR shall take the following affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used whenever possible.

b. Affirmative steps must include:

(1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;

(2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;

(3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;

(4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;

(5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

(6) Requiring the Prime contractor, if subcontractor are to be let, to take the affirmative steps listed in paragraph (1) through (5) of this section.

14. The Contractor shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Contractor during the term of the Contract and shall expressly require any subcontractors performing work or providing services pursuant to the Contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the Contract term.

15. Federal False Claims Act (31 USC §§3729-3733) & Administrative Remedies for False Claims. The Federal False Claims Act ("FCA") (31 USC §§3729-3733) provides, in pertinent part, as follows. Any person who: i. knowingly presents, or causes to be presented, a false or fraudulent claim for payment or approval; ii. knowingly makes, uses, or causes to be made or used, a false record or statement material to a false or fraudulent claim; iii. conspires to commit a violation of any of the subparagraphs listed here; iv. has possession, custody, or control of property or money used, or to be used, by the Government and knowingly delivers, or causes to be delivered, less than all of that money or property; v. is authorized to make or deliver a document certifying receipt of property used, or to be used, by the Government and, intending to defraud the Government, makes or delivers the receipt without completely knowing that the information on the receipt is true; vi. knowingly buys, or receives as a pledge of an obligation or debt, public property from an officer or employee of the Government, or a member of the Armed Forces, who lawfully may not sell or pledge property; or vii. knowingly makes, uses, or causes to be made or used, a false record or statement material to an obligation to pay or transmit money or property to the Government, or knowingly conceals or knowingly and improperly avoids or decreases an obligation to pay or transmit money or property to the Government is liable to the United States Government for a civil penalty of not less than \$5,000 and not more than \$10,000, as adjusted by the Federal Civil Penalties Inflation Adjustment Act of 1990 (28 U.S.C. 2461); 1 plus 3 times the amount of damages which the Government sustains because of the act of that person. CONTRACTOR acknowledges that 31 USC Chapter 38, §§ 3801 - 3812 applies to claims made under the Agreement. If CONTRACTOR submits a claim that it knows is false or contains false information, the agency receiving the claim may impose a penalty of up to \$5,000 for each claim. The agency may also recover twice the amount of the claim.

INSURANCE REQUIREMENTS

The requestor shall determine what insurance and conditions will be provided based on the type of goods or services to be procured. Generally, any of the following insurance requirements may be included in a contract:

1. Hold Harmless and Indemnification Agreement
2. Loss Control Provisions
3. Drug Free Work Place Requirements: It is the policy of the Board to provide a Drug- Free Workplace for all County employees. To that extent, all individuals or organizations desiring to do business with the County are required to have a substance abuse policy subject to the same rules of conduct and tests as the employees of the Franklin County Board of County Commissioners.
4. General, Automobile and Excess or Umbrella Liability Coverage
5. General Liability Coverage
6. Products/Completed Operations
7. Business Auto Liability Coverage
8. Excess or Umbrella Liability Coverage
9. Property Coverage for Leases

10. Commercial General Liability Increased General Aggregate Limit
11. Liquor Liability
12. Owners Protective Liability Coverage
13. Builders Risk Coverage
14. Installation Floater Coverage
15. Motor Truck Cargo Coverage
16. Contractor's Equipment Coverage
17. Fidelity/Dishonesty Coverage
18. Garage Liability Coverage
19. Garage keepers Coverage
20. Watercraft Liability Coverage
21. Aircraft Liability Coverage
22. Pollution/Environmental Impairment Liability Coverage
23. United States Longshoremen and Harbor workers Act Coverage
24. Jones Act Coverage Endorsement
25. Professional Liability, Malpractice and/or Errors or Omissions

FLORIDA PROMPT PAYMENT ACT

Payment for all purchases by the County shall be made in a timely manner in accordance with the provisions of the "Local Government Prompt Payment Act," sections 218.70 - 218.79, Florida Statutes.

INVOICES

An invoice submitted to the Clerk's Finance Office for payment shall qualify for payment when the invoice and sufficient supporting documentation is accompanied by the acknowledgement or affirmation of receipt of goods, services, account codes and departmental approval signatures.

Application for Federal Assistance SF-424

*1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		*2. Type of Application * If Revision, select appropriate letter(s): <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation *Other (Specify) _____ <input type="checkbox"/> Revision	
*3. Date Received: NA		4. Applicant Identifier: AAF (Apalachicola Regional-Cleve Randolph Field) Apalachicola, FL	
*5a. Federal Entity Identifier: 12-0001		*5b. Federal Award Identifier:	
State Use Only:			
6. Date Received by State:		7. State Application Identifier:	
8. APPLICANT INFORMATION:			
*a. Legal Name: Franklin County Board of Commissioners			
*b. Employer/Taxpayer Identification Number (EIN/TIN): 59-6000612		*c. Organizational DUNS: 04-087-4216	
d. Address:			
*Street 1: <u>34 FORBES STREET</u>			
Street 2: _____			
*City: <u>APALACHICOLA</u>			
County/Parish: _____			
*State: <u>FL</u>			
Province: _____			
*Country: <u>USA: United States</u>			
*Zip / Postal Code <u>32320</u>			
e. Organizational Unit:			
Department Name:		Division Name:	
f. Name and contact information of person to be contacted on matters involving this application:			
Prefix: <u>Mr.</u>		*First Name: <u>Ricky</u>	
Middle Name: _____			
*Last Name: <u>Jones</u>			
Suffix: _____			
Title: <u>Chairman</u>			
Organizational Affiliation:			
*Telephone Number: (850) 653-9783		Fax Number:	
*Email: ricky@franklincountyflorida.com			

Application for Federal Assistance SF-424

***9. Type of Applicant 1: Select Applicant Type:**

X. Airport Sponsor

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*Other (Specify)

***10. Name of Federal Agency:**

Federal Aviation Administration

11. Catalog of Federal Domestic Assistance Number:

20.106

CFDA Title:

Airport Improvement Program

***12. Funding Opportunity Number:**

NA

*Title:

NA

13. Competition Identification Number:

NA

Title:

NA

14. Areas Affected by Project (Cities, Counties, States, etc.):

***15. Descriptive Title of Applicant's Project:**

\$22,000 for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments.

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

16. Congressional Districts Of:

*a. Applicant: 2

*b. Program/Project: 2

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

*a. Start Date: NA

*b. End Date: NA

18. Estimated Funding (\$):

*a. Federal	\$22,000
*b. Applicant	\$0
*c. State	\$0
*d. Local	\$0
*e. Other	\$0
*f. Program Income	\$0
*g. TOTAL	\$22,000

*19. Is Application Subject to Review By State Under Executive Order 12372 Process?

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on ____.
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E. O. 12372

*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation in attachment.)

☐ Yes ☒ No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Mr. *First Name: Ricky

Middle Name: _____

*Last Name: Jones

Suffix: _____

*Title: Chairman

*Telephone Number: (850) 653-9783

Fax Number:

* Email: ricky@franklincountyflorida.com

*Signature of Authorized Representative:

*Date Signed:



Florida Department of Transportation

RON DESANTIS
GOVERNOR

1074 Hwy 90
Chipley, FL 32428

KEVIN THIBAUT
SECRETARY

February 7, 2022

Ricky D. Jones, Chairman
Franklin County Board of County Commissioners
33 Market Street
Apalachicola, FL 32320

Re: Contract Number: G2536
Financial Project Number: 450510-1-74-01
Description: Highway Beautification Grant- Franklin County
SR 30 and SR 65 at Gateways to the City of Eastpoint

Dear Chairman. Jones:

Attached is a Memorandum of Agreement with Franklin County for the Construction and Maintenance of the Florida Beautification Grant awarded in the amount of \$57,500.00.

Please have **three** original documents **signed and dated by the Chairman and attested by the County Clerk**. This is not required to go before the council as it was approved under a Resolution approved and adopted by the Board of County Commissioners at a regular meeting held on September 21, 2021 which will become part of the executed agreement.

After execution, please return the **three original documents** to this office as soon as possible from the date of receipt for further handling. Final execution of the agreement by the Department shall be subject to the Secretary's approval.

If you have any questions, please feel free to call me at (850) 330-1271.

Sincerely,

Dustie Moss
District Landscape Project Manager/
District Beautification Grant Coordinator

cc: Willson McBurney, District Three Landscape Architect

**FLORIDA BEAUTIFICATION GRANT,
LANDSCAPE CONSTRUCTION, AND MAINTENANCE
MEMORANDUM OF AGREEMENT**

Contract : G2536

This Grant, Landscape Construction, and Maintenance Memorandum of Agreement ("AGREEMENT"), is made and entered into this ____ day of _____, 2022, by and between the STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION ("DEPARTMENT"), and FRANKLIN COUNTY, a political subdivision of the State of Florida, existing under the Laws of Florida ("AGENCY"). The DEPARTMENT and the AGENCY are sometimes referred to in this AGREEMENT as a "Party" and collectively as the "Parties."

WITNESSETH

WHEREAS, the DEPARTMENT is authorized under Sections 334.044 and 339.2405, Florida Statutes, to enter into this AGREEMENT.

WHEREAS, the DEPARTMENT has jurisdiction over and maintains State Road 30 at the City of Eastpoint Gateways as part of the State Highway System; and

WHEREAS, the AGENCY seeks to install and maintain certain landscaping within the unpaved areas within the right of way of State Road 30 at the City of Eastpoint Gateways under Financial Project Number 450510-1-74-01 ("PROJECT"); and

WHEREAS, the DEPARTMENT agrees that landscaping should be installed and maintained as proposed by AGENCY and has, through the Florida Beautification Grant Application process, awarded AGENCY a beautification grant for installing such landscaping; and

WHEREAS, the Parties hereto mutually recognize the need for entering into an AGREEMENT designating and setting forth the responsibilities of each Party; and

WHEREAS, AGENCY, by Resolution dated _____, and attached hereto as Exhibit "A," has accepted said grant and authorized its officers to execute this AGREEMENT on its behalf.

NOW THEREFORE, for and in consideration of the mutual benefits to flow each to the other, the Parties covenant and agree as follows:

1. The AGENCY hereby agrees to install or cause to be installed landscaping on the highway facility as specified in the Landscape Plan(s) included as Exhibit "B." Such installation shall be pursuant to Rule 14-40.003, Florida Administrative Code, as it may be amended from time to time. The AGENCY shall not change or deviate from said plan(s) without written approval of the DEPARTMENT.
2. The AGENCY agrees to maintain the landscaping within the median and areas outside the travel way within the right of way pursuant to the Landscape Maintenance Plan(s) included as Exhibit "C", and Rule 14-40.003, Florida Administrative Code, as it may be amended from time to time. The above named functions to be performed by the AGENCY, shall be subject to periodic inspections by the DEPARTMENT. The AGENCY shall not change or deviate from said plan(s) without written approval of the DEPARTMENT.
3. All landscape installation and maintenance activities undertaken by AGENCY shall be pursuant to the Work Zone Traffic Control Plan(s) included as Exhibit "D", and Rule 14-40.003, Florida Administrative Code, as well as all other applicable laws (federal, state and local statutes, rules and regulations, ordinances, zoning, and permitting requirements). The AGENCY shall be responsible for locating all existing utilities, both aerial and underground, and for ensuring that all utility locations be accurately documented on the Landscape Plans. All utility conflicts shall be fully

resolved directly with the applicable utility. Section 337.403, Florida Statutes, shall determine whether the utility bears the costs of utility work. The **AGENCY** shall bear the costs of utility work not required to be borne by the utility by Section 337.403, Florida Statutes. Prior to commencing any field activity on the **PROJECT**, the **AGENCY** shall notify all utilities of its work schedule enabling facilities to be field located and marked to avoid damage. The **AGENCY** shall be responsible for monitoring construction operations and the maintenance of traffic ("MOT") throughout the course of the **PROJECT** in accordance with the latest edition of the Department's Standard Specifications for Road and Bridge Construction, Section 102. The **AGENCY** is responsible for the development of a MOT plan and making any changes to that plan as necessary. The MOT plan shall be in accordance with the latest version of the Department's Design Standards, Index 600 series. Any MOT plan developed by the **AGENCY** that deviates from the Department's Design Standards must be signed and sealed by a professional engineer. MOT plans will require approval by the **DEPARTMENT** prior to implementation. The **AGENCY** shall have a Worksite Traffic Supervisor certified in Advanced Maintenance of Traffic to supervise set-up and operation of MOT devices at the site of the construction or maintenance activity. Prior to proceeding with construction, the **AGENCY** shall provide the **DEPARTMENT** with the Worksite Traffic Supervisor's certification.

4. The **AGENCY** is responsible for obtaining all permits that may be required by any federal, state, or local agency.
5. Prior to commencing the **PROJECT**, the **AGENCY** shall request a Notice to Proceed from the **DEPARTMENT** by emailing: Ms. Dustie Moss, at dustie.moss@dot.state.fl.us, or from an appointed designee.
6. The **AGENCY** is authorized, subject to the conditions in this **AGREEMENT**, to enter the **DEPARTMENT'S** right-of-way to construct and maintain the **PROJECT**. The Parties agree that this **AGREEMENT** creates a permissive use only. Neither the granting of permission to use the **DEPARTMENT'S** right-of-way nor the placing of facilities upon the **DEPARTMENT'S** right-of-way shall operate to create or vest any property right in or to the **AGENCY**. The **AGENCY** shall not acquire any right, title, interest, or estate in the **DEPARTMENT'S** right-of-way, of any nature or kind whatsoever, by virtue of the execution, operation, effect, or performance of this **AGREEMENT**, including, but not limited to, the **AGENCY'S** use, occupancy or possession of the **DEPARTMENT'S** right-of-way.
7. The **DEPARTMENT** shall have the right, but not the obligation, to perform independent assurance testing during the course of construction and throughout the maintenance term of the **PROJECT**. If the **DEPARTMENT** determines that a condition exists which threatens the public's safety, or interferes with the **DEPARTMENT'S** operation of the roadway, the **DEPARTMENT** may, at its discretion, cause the **PROJECT** to cease and/or immediately have any potential hazards removed from its right-of-way at the sole cost, expense, and effort of the **AGENCY**.
8. The **AGENCY** shall notify the **DEPARTMENT** a minimum of forty eight (48) hours before beginning the **PROJECT** within the **DEPARTMENT'S** right-of-way. The **AGENCY** shall notify the **DEPARTMENT** should construction be suspended for more than five (5) working days.
9. Upon completion of construction, the **AGENCY** and its contractors shall remove their presence, including, but not limited to, all of the **AGENCY** or its contractor's / subcontractor's / consultant's / subconsultant's property, machinery, and equipment from the **DEPARTMENT'S** right-of-way and shall restore those portions of the **DEPARTMENT'S** right-of-way disturbed or otherwise altered by the **PROJECT** to substantially the same condition that existed immediately prior to the commencement of the **PROJECT**, at the **AGENCY'S** sole cost and expense. The **AGENCY** shall notify the **DEPARTMENT** in writing that construction is complete. For all design work that originally required certification by a Professional Engineer or Landscape Architect, the notification shall contain a Responsible Professional's Certification of Compliance, signed and sealed by the Responsible Professional for the **PROJECT**. If the **DEPARTMENT** determines that the construction is completed in accordance with the provisions of this **AGREEMENT**, the

DEPARTMENT should issue a letter of final completion of construction to the **AGENCY** noting that it has fully met with the terms and conditions of this **AGREEMENT**.

10. If at any time after the **AGENCY** has assumed the landscaping installation or maintenance responsibility above-mentioned, it shall come to the attention of the **DEPARTMENT** that the limits or a part thereof is not properly installed or maintained pursuant to the terms of this **AGREEMENT**, the District Secretary or his designee may issue a written notice that a deficiency or deficiencies exist(s), by sending a certified letter to the **AGENCY** to place said **AGENCY** on notice thereof. Thereafter the **AGENCY** shall have a period of thirty (30) calendar days within which to correct the cited deficiencies. If said deficiencies are not corrected within this time period, the **DEPARTMENT** may at its option, proceed as follows:
 - a. If installation is not completed pursuant to the terms of this **AGREEMENT**, the **DEPARTMENT** may complete the installation, with **DEPARTMENT** or Contractor's personnel, and deduct the reasonable cost thereof from the money otherwise due the **AGENCY** under this **AGREEMENT**.
 - b. If installation has been properly completed or if the **DEPARTMENT** elects not to complete the landscaping under (a) above, and maintenance by **AGENCY** is not in compliance with the terms of this **AGREEMENT**, the **DEPARTMENT** may take action to maintain the landscaping or a part thereof, with **DEPARTMENT** or Contractor's personnel and invoice the **AGENCY** for expenses incurred, or
 - c. The **DEPARTMENT** may terminate the **AGREEMENT**, in which case the **AGENCY** shall at its own expense and within sixty (60) days after written notice by the **DEPARTMENT**, remove all of the landscaping that the **DEPARTMENT** directs be removed and return the right-of-way to its original condition. The **AGENCY** will own such materials as it removes and the **DEPARTMENT** shall own any materials remaining. The **DEPARTMENT** may, in its discretion, remove, relocate or adjust the landscaping materials, with the **AGENCY** being responsible for the cost of any removal.

Upon **DEPARTMENT** action under one of the above options and upon direction of the **DEPARTMENT**, **AGENCY** shall cease installation and maintenance activities under this **AGREEMENT**.

11. It is understood between the Parties hereto that the landscaping covered by this **AGREEMENT** may be removed, relocated or adjusted by the **DEPARTMENT** at any time in the future as determined to be necessary by the **DEPARTMENT** in order that the state road be widened, altered or otherwise changed to meet with future criteria or planning of the **DEPARTMENT**. The **AGENCY** shall be given sixty (60) calendar days' notice to remove said landscaping after which time the **DEPARTMENT** may remove the same.
12. **AGENCY** may utilize its employees or third parties to accomplish its obligations under paragraphs 1-9; however, **AGENCY** remains responsible for proper performance under this **AGREEMENT** and shall take all steps necessary to ensure that its employees or third parties perform as required under this **AGREEMENT**.
13. The **DEPARTMENT** hereby agrees that, upon satisfaction of the conditions of paragraphs 14 and 15 of this **AGREEMENT**, the **DEPARTMENT** will pay the **AGENCY** the amount of FIFTY SEVEN THOUSAND FIVE HUNDRED DOLLARS AND 00/100 CENTS (\$57,500.00) as a grant pursuant to Section 339.2405(4), Florida Statutes. For purposes of this provision, the cost of such installation may only include costs which are allowed by Section 339.2405(4), Florida Statutes.
14. Payment shall be made to the **AGENCY** by the **DEPARTMENT** under the following conditions.
 - a. This **AGREEMENT** has not been terminated.

- b. Written certification of the completion of the installation and acceptance by the **AGENCY** is provided to the **DEPARTMENT**.
- c. The Beautification Grant Coordinator has inspected and issued written approval of the work or has issued a written waiver of its inspection rights pursuant to this **AGREEMENT**.
- d. A **DEPARTMENT** Landscape Architect has inspected the work and has issued a written determination that the **AGENCY** has completed the installation of the landscaping pursuant to the terms of this **AGREEMENT**. Payment shall be made only after receipt and approval of goods and services unless advance payments are authorized by the Chief Financial Officer of the State of Florida under Chapters 215 and 216, F.S. If the **DEPARTMENT** determines that the performance of the **AGENCY** is unsatisfactory, the **DEPARTMENT** shall notify the **AGENCY** of the deficiency to be corrected, which correction shall be made within a time-frame to be specified by the **DEPARTMENT**. The **AGENCY** shall, within five days after notice from the **DEPARTMENT**, provide the **DEPARTMENT** with a corrective action plan describing how the **AGENCY** will address all issues of contract non-performance, unacceptable performance, failure to meet the minimum performance levels, deliverable deficiencies, or contract noncompliance. If the corrective action plan is unacceptable to the **DEPARTMENT**, the **AGENCY** shall be assessed a non-performance retainage equivalent to 10% of the total invoice amount. The retainage shall be applied to the invoice for the current billing period. The retainage shall be withheld until the **AGENCY** resolves the deficiency. If the deficiency is subsequently resolved, the **AGENCY** may bill the **DEPARTMENT** for the retained amount during the next billing period. If the **AGENCY** is unable to resolve the deficiency, the funds retained will be forfeited at the end of the **AGREEMENT'S** term.

15. Payment under paragraph 13 of this **AGREEMENT** is also subject to the following conditions.

- a. Proof of receipt and approval of goods and services must be available upon request by the **DEPARTMENT** or the State Comptroller pursuant to Section 215.42, Florida Statutes.
- b. Invoices shall be submitted by the **AGENCY** in detail sufficient for a proper pre audit and post audit based on quantifiable, measurable and verifiable units of deliverables as established in Exhibit "E", which is the Scope of Services.

Vendor's Rights. The **AGENCY** providing goods and services to the **DEPARTMENT** should be aware of the following time frames. Upon receipt of a complete and accurate invoice, the **DEPARTMENT** has twenty (20) days to inspect and approve or reject the goods and services. The **DEPARTMENT** has 20 days to deliver a request for payment (voucher) to the Department of Financial Services ("DFS"). The 20 days are measured from the later of the date the invoice is received or the goods and services are received, inspected, and approved.

If a payment is not available within forty (40) days after receipt of a complete and accurate invoice, a separate interest penalty at a rate established pursuant to Section 55.03(1), Florida Statutes, will be due and payable, in addition to the invoice amount, to the **AGENCY**. Interest penalties of less than one (1) dollar will not be enforced unless the **AGENCY** requests payment. Invoices that have to be returned to the **AGENCY** because of **AGENCY** preparation errors will result in delay in the payment. The invoice payment requirements do not start until a properly completed invoice is provided to the **DEPARTMENT**.

A Vendor Ombudsman has been established within DFS. The duties of this individual include acting as an advocate for Agencies who may be experiencing problems in obtaining timely payment(s) from the **DEPARTMENT**. The Vendor Ombudsman may be contacted at (850)413-5516.

- c. Records of costs incurred under terms of this **AGREEMENT** shall be maintained and made available upon request to the **DEPARTMENT** at all times during the period of this **AGREEMENT** and for five (5) years after final payment for the work pursuant to this **AGREEMENT** is made. Copies of these documents and records shall be furnished to the **DEPARTMENT** upon request. Records of costs incurred shall include the **AGENCY'S** general accounting records and **PROJECT** records, together with supporting documents and records of the **AGENCY** and all subcontractors performing work on the **PROJECT**, and all other records of the **AGENCY** and subcontractors considered necessary by the **DEPARTMENT** for a proper audit of **PROJECT** costs.
16. The **AGENCY** agrees to include the following indemnification in all contracts with contractors, subcontractors, consultants, and subconsultants who perform work in connection with this **AGREEMENT**:
- The contractor / subcontractor / consultant / subconsultant shall indemnify, defend, save and hold harmless the State of Florida, Department of Transportation and all of its officers, agents or employees from all suits, actions, claims, demands, liability of any nature whatsoever arising out of, because of, or due to any negligent act or occurrence of omission or commission of the contractor / subcontractor / consultant / subconsultant, its officers, agents or employees.
17. The **AGENCY** shall carry or cause its contractor/subcontractor/consultant/subconsultant to carry and keep in force during the period of this **AGREEMENT** a general liability insurance policy or policies with a company or companies authorized to do business in Florida, affording public liability insurance with combined bodily injury limits of at least \$1,000,000 per person and \$5,000,000 each occurrence, and property damage insurance of at least \$100,000 each occurrence, for the services to be rendered in accordance with this **AGREEMENT**. Additionally, the **AGENCY** or its contractor/subcontractor/consultant/subconsultant shall cause the **DEPARTMENT** to be an additional insured party on the policy or policies, and shall provide the **DEPARTMENT** with certificates documenting that the required insurance coverage is in place and effective. In addition to any other forms of insurance or bonds required under the terms of the **AGREEMENT**, when it includes construction within the limits of a railroad right-of-way, the **AGENCY** must provide or cause its contractor to obtain the appropriate rail permits and provide insurance coverage in accordance with Article 7-13 of the latest edition of the Department's Standard Specifications for Road and Bridge Construction.
18. The **AGENCY** shall also carry or cause its contractor/subcontractor/consultant/subconsultant to carry and keep in force Worker's Compensation insurance as required by the State of Florida under the Worker's Compensation Law.
19. When the **DEPARTMENT** receives a notice of claim for damages that may have been caused by the **AGENCY** in the performance of services pursuant to this **AGREEMENT**, the **DEPARTMENT** will immediately forward the claim to **AGENCY**, and the **DEPARTMENT** will evaluate the claim and report their findings to each other within seven working days and will jointly discuss options in defending the claim. After reviewing the claim, the **DEPARTMENT** will determine whether to require the participation of the **AGENCY** in the defense of the claim or to require that the **AGENCY** defend the **DEPARTMENT** in such claim pursuant to this section. The **DEPARTMENT's** failure to notify the **AGENCY** of a claim shall not release the **AGENCY** from any of the requirements of this section. The **DEPARTMENT** and the **AGENCY** will pay their own costs for the evaluation, settlement negotiations, and trial, if any. However, if only one Party participates in the defense of the claim at trial, that Party is responsible for all costs, but if the verdict determines that there is joint responsibility, the costs and liability for damages will be shared in the same percentage as that judicially established.

20. This **AGREEMENT** is executed and entered into in the State of Florida and will be construed, performed, and enforced in all respects in strict conformity with local, state, and federal laws, rules, and regulations. Any and all litigation arising under this **AGREEMENT** shall be brought in a state court of appropriate jurisdiction in Leon County, Florida, applying Florida law.
21. If any term or provision of the **AGREEMENT** is found to be illegal or unenforceable, the remainder of the **AGREEMENT** will remain in full force and effect and such term or provision will be deemed stricken.
22. The **AGENCY** shall maintain and allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the **AGENCY** in conjunction with this **AGREEMENT**. Failure by the **AGENCY** to grant such public access shall be grounds for immediate unilateral cancellation of this **AGREEMENT** by the **DEPARTMENT**.
23. The **AGENCY** and the **DEPARTMENT** agree that the **AGENCY**, its employees, contractors, subcontractors, consultants, and subconsultants are not agents of the **DEPARTMENT** as a result of this **AGREEMENT**.
24. The **AGENCY** shall not cause any liens or encumbrances to attach to any portion of the **DEPARTMENT'S** right-of-way.
25. The **AGENCY** affirms that it is aware of the provisions of Section 287.133(2)(a), Florida Statutes. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of thirty six (36) months from the date of being placed on the convicted vendor list. The **AGENCY** agrees that it shall not violate Section 287.133(2)(a), Florida Statutes, and further acknowledges and agrees that any conviction during the term of this **AGREEMENT** may result in the termination of this **AGREEMENT**.
26. The **DEPARTMENT** will consider the employment of unauthorized aliens, by any contractor or subcontractor, as described by Section 274A(e) of the Immigration and Nationalization Act, cause for termination of this **AGREEMENT**.
27. The **AGENCY** will not discriminate against any employee employed in the performance of this **AGREEMENT**, or against any applicant for employment because of age, ethnicity, race, religious belief, disability, national origin, or sex. The **AGENCY** shall provide a harassment-free workplace, with any allegation of harassment given priority attention and action by management. The **AGENCY** shall insert similar provisions in all contracts and subcontracts for services by this **AGREEMENT**.
28. The **AGENCY** affirms that it is aware of the provisions of Section 287.134(2)(a), Florida Statutes. An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may

not transact business with any public entity. The **AGENCY** further agrees that it shall not violate Section 287.134(2)(a), Florida Statutes, and acknowledges and agrees that placement on the list during the term of this **AGREEMENT** may result in the termination of this **AGREEMENT**.

29. In the event this contract is for services in excess of \$25,000.00 and a term for a period of more than 1 year, the provisions of Section 339.135(6)(a), Florida Statutes, are hereby incorporated:

The **DEPARTMENT**, during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The **DEPARTMENT** shall require a statement from the Comptroller of the **DEPARTMENT** that such funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding 1 year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years; and this paragraph shall be incorporated verbatim in all contracts of the **DEPARTMENT** which are for an amount in excess of \$25,000.00 and which have a term for a period of more than 1 year.

30. The **DEPARTMENT** and the **AGENCY** acknowledge and agree to the following:
- a. The **AGENCY** shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the **AGENCY** during the term of this **AGREEMENT**; and
 - b. The **AGENCY** shall expressly require any contractors and subcontractors performing work or providing services pursuant to this **AGREEMENT** to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the term of this **AGREEMENT**.
31. The Parties agree to comply with Section 20.055(5), Florida Statutes, and to incorporate in all subcontracts the obligations to comply with Section 20.055(5), Florida Statutes.
32. Each Party shall bear its own attorney's fees and costs.
33. There shall be no reimbursement for travel expenses under this **AGREEMENT**.
34. 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.
35. The **AGENCY** may not assign, sublicense, or otherwise transfer its rights, duties, or obligations under this **AGREEMENT** without the prior written consent of the **DEPARTMENT**. Any assignment, sublicense, or transfer occurring without the required prior written approval of the **DEPARTMENT**

will be null and void. The **DEPARTMENT** will at all times be entitled to assign or transfer its rights, duties, or obligations under this **AGREEMENT** to another governmental agency in the State of Florida, upon giving prior written notice to the **AGENCY**. In the event that the **DEPARTMENT** approves transfer of the **AGENCY'S** obligations, the **AGENCY** remains responsible for all work performed and all expenses incurred in connection with this **AGREEMENT**.

36. This **AGREEMENT** is binding upon and inures to the benefit of the Parties and their respective successors and assigns. Nothing in this **AGREEMENT** is intended to confer any rights, privileges, benefits, obligations, or remedies upon any other person or entity except as expressly provided for in this **AGREEMENT**.
37. No term or provision of this **AGREEMENT** shall be interpreted for or against any Party because that Party or that Party's legal representative drafted the provision.
38. This **AGREEMENT**, together with the attached exhibits and documents made a part by reference, embodies the entire agreement of the Parties. There are no provisions, terms, conditions, or obligations other than those contained in this **AGREEMENT**. This **AGREEMENT** supersedes all previous communication, representation, or agreement, either verbal or written, between the Parties. No amendment will be effective unless reduced to writing and signed by an authorized officer of the **AGENCY** and the authorized officer of the **DEPARTMENT** or his/her delegate.
39. The term of this **AGREEMENT** shall commence upon full execution of this **AGREEMENT** by both Parties and shall remain in full force and effect through the earlier of completion of services required or through June 30, 2023, unless terminated at an earlier date as provided in this **AGREEMENT**. The term of this **AGREEMENT** may be extended by mutual written agreement of the Parties for up to one five (5) year term.
40. The administration of resources awarded through the **DEPARTMENT** to the **AGENCY** by this **AGREEMENT** may be subject to audits and/or monitoring by the **DEPARTMENT**. The following requirements do not limit the authority of the **DEPARTMENT** to conduct or arrange for the conduct of additional audits or evaluations of state financial assistance or limit the authority of any state agency inspector general, the Auditor General, or any other state official. The **AGENCY** shall comply with all audit and audit reporting requirements as specified below.
 - a. In addition to reviews of audits conducted in accordance with Section 215.97, Florida Statutes, monitoring procedures to monitor the **AGENCY'S** use of state financial assistance may include but not be limited to on-site visits by **DEPARTMENT** staff and/or other procedures including, reviewing any required performance and financial reports, following up, ensuring corrective action, and issuing management decisions on weaknesses found through audits when those findings pertain to state financial assistance awarded through the **DEPARTMENT** by this **AGREEMENT**. By entering into this **AGREEMENT**, the **AGENCY** agrees to comply and cooperate fully with any monitoring procedures/processes deemed appropriate by the **DEPARTMENT**. The **AGENCY** further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the **DEPARTMENT**, the Department of Financial Services (DFS) or the Auditor General.
 - b. The **AGENCY**, a nonstate entity as defined by Section 215.97(2)(n), Florida Statutes, as a recipient of state financial assistance awarded by the **DEPARTMENT** through this **AGREEMENT** is subject to the following requirements:

- i. In the event the **AGENCY** meets the audit threshold requirements established by Section 215.97, Florida Statutes, the **AGENCY** must have a State single or project-specific audit conducted for such fiscal year in accordance with Section 215.97, Florida Statutes; applicable rules of the Department of Financial Services; and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. **Exhibit "F"** to this **AGREEMENT** indicates state financial assistance awarded through the **DEPARTMENT** by this **AGREEMENT** needed by the **AGENCY** to further comply with the requirements of Section 215.97, Florida Statutes. In determining the state financial assistance expended in a fiscal year, the Recipient shall consider all sources of state financial assistance, including state financial assistance received from the **DEPARTMENT** by this **AGREEMENT**, 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.
- ii. In connection with the audit requirements, the **AGENCY** shall ensure that the audit complies with the requirements of Section 215.97(8), Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97(2)(e), Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.
- iii. In the event the **AGENCY** does not meet the audit threshold requirements established by Section 215.97, Florida Statutes, the **AGENCY** is exempt for such fiscal year from the state single audit requirements of Section 215.97, Florida Statutes. However, the **AGENCY** must provide a single audit exemption statement to the **DEPARTMENT** at FDOTSingleAudit@dot.state.fl.us no later than nine months after the end of the **AGENCY'S** audit period for each applicable audit year. In the event the **AGENCY** does not meet the audit threshold requirements established by Section 215.97, Florida Statutes, in a fiscal year and elects to have an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, the cost of the audit must be paid from the **AGENCY'S** resources (i.e., the cost of such an audit must be paid from the **AGENCY'S** resources obtained from other than State entities).
- iv. In accordance with Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, copies of financial reporting packages required by this **AGREEMENT** shall be submitted to:

Florida Department of Transportation
Office of Comptroller, MS 24
605 Suwannee Street
Tallahassee, FL 32399-0405
Email: FDOTSingleAudit@dot.state.fl.us

and

State of Florida Auditor General
Local Government Audits/342
111 West Madison Street, Room 401
Tallahassee, FL 32399-1450
Email: flaudgen_localgovt@aud.state.fl.us

- v. Any copies of financial reporting packages, reports or other information required to be submitted to the **DEPARTMENT** shall be submitted timely in accordance with Section 215.97, Florida Statutes, and Chapters 10.550 (local governmental

- entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.
- vi. The **AGENCY**, when submitting financial reporting packages to the **DEPARTMENT** for audits done in accordance with Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, should indicate the date the reporting package was delivered to the **AGENCY** in correspondence accompanying the reporting package.
 - vii. Upon receipt, and within six months, the **DEPARTMENT** will review the **AGENCY'S** financial reporting package, including corrective action plans and management letters, to the extent necessary to determine whether timely and appropriate corrective action on all deficiencies has been taken pertaining to the state financial assistance provided through the **DEPARTMENT** by this **AGREEMENT**. If the **AGENCY** fails to have an audit conducted consistent with Section 215.97, Florida Statutes, the **DEPARTMENT** may take appropriate corrective action to enforce compliance.
 - viii. As a condition of receiving state financial assistance, the **AGENCY** shall permit the **DEPARTMENT**, or its designee, DFS or the Auditor General access to the **AGENCY'S** records including financial statements, the independent auditor's working papers and project records as necessary. Records related to unresolved audit findings, appeals or litigation shall be retained until the action is complete or the dispute is resolved.
- c. The **AGENCY** shall retain sufficient records demonstrating its compliance with the terms of this **AGREEMENT** for a period of five years from the date the audit report is issued and shall allow the **DEPARTMENT**, or its designee, DFS or the Auditor General access to such records upon request. The **AGENCY** shall ensure that the audit working papers are made available to the **DEPARTMENT**, or its designee, DFS or the Auditor General upon request for a period of five years from the date the audit report is issued unless extended in writing by the **DEPARTMENT**.

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IN WITNESS WHEREOF, the Parties hereto have caused these presents to be executed the day and year first above written.

**FRANKLIN COUNTY
(AGENCY)**

**STATE OF FLORIDA
DEPARTMENT OF TRANSPORTATION**

By: _____
Chairman

By: _____
District Secretary

Attest: _____(SEAL)
Clerk/Director

Attest: _____(SEAL)
Executive Secretary

Legal Approval

Legal Approval

Catalog of State Financial Assistance (CSFA) Number - 55003
CSFA Title - Florida Highway Beautification Council
Object Code - 750003
Category - 088850

**Exhibit A
Resolution**

Exhibit B
Landscape Concept/ Plans

Exhibit C
Landscape Maintenance/ Continuing Maintenance

Exhibit D
Work Zone Traffic Control

Exhibit E
Scope of Services

Exhibit F
STATE FINANCIAL ASSISTANCE (FLORIDA SINGLE AUDIT ACT)

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

SUBJECT TO SECTION 215.97, FLORIDA STATUTES:

Awarding Agency: Florida Department of Transportation
State Project Title: HIGHWAY BEAUTIFICATION GRANTS – KEEP FLORIDA BEAUTIFUL
CSFA Number: 55.003
*Award Amount: \$57,500.00

*The state award amount may change with supplemental agreements

Specific project information for CSFA Number 55.003 is provided at:
<https://apps.fdot.com/fsaa/searchCatalog.aspx>

COMPLIANCE REQUIREMENTS APPLICABLE TO STATE RESOURCES AWARDED PURSUANT TO THIS AGREEMENT:

State Project Compliance Requirements for CSFA Number 55.003 are provided at:
<https://apps.fdot.com/fsaa/searchCompliance.aspx>

The State Projects Compliance Supplement is provided at: <https://apps.fdot.com/fsaa/compliance.aspx>

RESOLUTION

FRANKLIN COUNTY, FLORIDA

BOARD OF COUNTY COMMISSIONERS

WHEREAS, beginning in 2022, Franklin County widened and resurfaced a portion of CR 30A with funds provided by a Small County Outreach Program grant (440621-1-54-01), and,

WHEREAS, the cost of the project precluded Franklin County from widening and resurfacing the entire length of CR 30A that had been originally proposed, and

WHEREAS, there remains 1.795 miles of CR 30A that will not be widened and resurfaced under the existing SCOP grant, and

WHEREAS, the Florida Department of Transportation has offered the opportunity to apply for funding through the Small County Outreach Program to widen and resurface the remainder of this road,

NOW, THEREFORE, BE IT RESOLVED BY THE FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS that they support the application for a Small County Outreach Program grant from the Florida Department of Transportation for the widening and resurfacing of the remaining 1.795 miles of CR 30A, and Ricky D. Jones, the Chairman of the Board of County Commissioners, is hereby authorized to sign the Small County Outreach Program grant application requesting funding for this project. This project is Franklin County's first priority for this year's SCOP Application.

This Resolution approved this 15th day of February 2022.

By: _____
Ricky D. Jones, Chairman
Board of County Commissioners

ATTEST:

Michele Maxwell, Clerk

RESOLUTION

FRANKLIN COUNTY, FLORIDA

BOARD OF COUNTY COMMISSIONERS

WHEREAS, County Road 67 runs north from Carrabelle to the Liberty County line, providing an important transportation link to Franklin County, and,

WHEREAS, County Road 67 also provides an evacuation route for the citizens and visitors of Franklin County, and

WHEREAS, County Road 67 is a narrow road in need of widening and resurfacing, and

WHEREAS, Franklin County has applied for and been approved for funding from the Florida Department of Transportation to widen and resurface the southern portion of County Road 67 from Highway 98 northwards to State Forest Road 172, and

WHEREAS, the Florida Department of Transportation has offered the opportunity to apply for funding through the Small County Road Assistance Program to widen and resurface the final portion of County Road 67,

NOW, THEREFORE, BE IT RESOLVED BY THE FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS that they support the application for a Small County Road Assistance Program grant from the Florida Department of Transportation for the widening and resurfacing of County Road 67 from State Forest Road 172 to the Franklin/Liberty County line, and Ricky D. Jones, the Chairman of the Board of County Commissioners, is hereby authorized to sign the Small County Road Assistance Program grant application requesting funding for this project.

This Resolution approved this 15th day of February 2022.

By: _____
Ricky D. Jones, Chairman
Board of County Commissioners

ATTEST:

Michele Maxwell, Clerk

RESOLUTION

FRANKLIN COUNTY, FLORIDA

BOARD OF COUNTY COMMISSIONERS

WHEREAS, in 2016, Franklin County paved a portion of Mill Road with funds provided by a Small County Outreach Program grant (436837-1-54-01), and,

WHEREAS, the cost of the project precluded Franklin County from paving the entire length of Mill Road that had been originally proposed, and

WHEREAS, there remains 1.156 miles of Mill Road that were not paved under the 2016 SCOP grant, and

WHEREAS, the Florida Department of Transportation has offered the opportunity to apply for funding through the Small County Outreach Program to pave the remainder of this road,

NOW, THEREFORE, BE IT RESOLVED BY THE FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS that they support the application for a Small County Outreach Program grant from the Florida Department of Transportation for the paving of the remaining 1.156 miles of unpaved Mill Road and Ricky D. Jones, the Chairman of the Board of County Commissioners, is hereby authorized to sign the Small County Outreach Program grant application requesting funding for this project. This project is Franklin County's second priority for this year's SCOP application.

This Resolution approved this 15th day of February 2022.

By: _____
Ricky D. Jones, Chairman
Board of County Commissioners

ATTEST:

Michele Maxwell, Clerk