

**BOARD OF COUNTY COMMISSIONERS**

**GULF COUNTY, FLORIDA**

**AGENDA                                    OCTOBER 9, 2012                                    TIME / PAGE NO.**

- |    |                                   |           |
|----|-----------------------------------|-----------|
| 1. | Meeting Called to Order . . . . . | 9:00 a.m. |
| 2. | Consent Agenda . . . . .          | 1-90      |
| 3. | County Staff Business             |           |
| 4. | Board Business                    |           |
| 5. | Public Discussion                 |           |

**F.S. 286.0105:**

**If a person decides to appeal any decision made by the board, agency or commission, with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings, and that, for such purpose, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.**

# CONSENT AGENDA

October 9, 2012

1. Minutes – September 10, 2012 – Budget Hearing . . . . . 1-7
  - September 11, 2012 – Regular Meeting . . . . . 8-20
  - September 24, 2012 – Final Budget Hearing . . . . . 21-35
  
2. Approval of Checks and warrants for September 2012 which are incorporated herein by reference, pursuant to Chapter 136.06 F.S.
  
3. Agreement – Florida Department of Corrections –Victim Notification Service Network \*Agreement #A2941 . . . . . 36-40
  
4. Bid Award #1112-26 First In Service, LLC \*Project: Gulf County Fire Apparatus Maintenance, Inspection and Testing Specifications . . . . . 41-45
  
5. Inventory – BOCC Administration Department – Asset Transfer to E911
  - \*\*Tag #15-24 (Asset #4330) Vertex Mobile Radio – Search & Rescue Serial #8H251082;
  - \*\*Tag #15-25 (Asset #4331) Vertex Mobile Radio – Search & Rescue Serial #8H250839 . . . . . 46

Inventory – Property Appraiser - Asset Disposal \*\*Tag #80-98 – HP Computer . . . . . 47
  
6. Invoices - Agency for Health Care Administration Florida Medicaid –
  - \*\*\$104,401.00\*\* 1<sup>st</sup> Quarter FY 2012-13 to be Paid From Account #51161-82000 . . . . . 48
  
  - Agency for Health Care Administration Florida Medicaid – \*\*\$72,192.00\*\* 1<sup>st</sup> Quarter FY 2012-13 to be Paid From Account #51161-82000 . . . . . 49
  
  - Combined Insurance Services, Inc. - \*\*1,600.00\*\* Consulting/ Agency Services Month of September 2012 to be Paid From Account #21111-34000 . . . . . 50
  
  - Florida Association of Counties – \*\*\$1,904.00\*\* Membership Dues November 1, 2012 – October 31, 2013 \*\*FY 2012-2013 to be Paid From Account #21111-54200 . . . . . 51-52
  
  - Ken Murphy – Invoice #092812 \*\*\$1,350.00\*\* Taping County Commission Meetings September 2012 to be Paid From Account #27452-34000 . . . . . 53
  
  - Life Management Center – Batch #121301 \*\*\$1,356.93\*\* July 2012 Billing for Baker Act Services to be Paid From Account #51563-31300 . . . . . 54-65

	- Precision Communications – Invoice #54088 **\$30,252.00** Minitor 5 UHF Pagers* Includes \$252.00 Additional Items Over the Bid Award Amount (Bid #1112-22) to be Paid From Multiple Accounts . . . . .	66-76
	- The Ferguson Group – Invoice #0812567 **\$51.54** Reimbursable Expenses (Federal Lobbyist) to be Paid From Account #21111-31200 . . . . .	77
	- The Water Spigot, Inc. – Invoice #12-7348 **\$7,730.00** Semi-Annual Landfill Monitoring for Five Points to be Paid From Account #41934-31000 . . . . .	78
7.	Proclamation – “Pancreatic Cancer Awareness Month” . . . . .	79-80
8.	Resolution – Florida Fish & Wildlife Conservation for Florida Boating Improvement Grant to Repair the Land’s Landing Boat Ramp . . . . .	81
	Resolution – Florida Fish & Wildlife Conservation for Florida Boating Improvement Grant to Repair the Saul’s Creek Boat Ramp . . . . .	82
9.	SHIP – Down Payment Assistance - Matthew Gannon \$30,000.00 . . . . .	83
	- Down Payment Assistance - Mary J. Tiller \$30,000.00 . . . . .	84
	- Down Payment Assistance -Sheila Ann Williams \$30,000.00 . . . . .	85
10.	Wellness Proposals/Recommendations – Sacred Heart Health System Biometric Screening Services ** \$10.00 Rate Per an Employee** . . . . .	86-90

**SEPTEMBER 10, 2012**  
**PORT ST. JOE, FLORIDA**  
**BUDGET HEARING**

The Gulf County Board of County Commissioners met this date in a special budget hearing with the following members present: Chairman William C. Williams, III, Vice Chairman Tan Smiley, and Commissioners Carmen L. McLemore, Ward McDaniel, and Warren Yeager.

Others present were: County Attorney Jeremy Novak, Clerk Rebecca L. Norris, Clerk Finance Officer Carla Hand, Deputy Clerk Leanna Roberts, Chief Administrator Don Butler, Assistant Administrator Michael Hammond, Deputy Administrator Lynn Lanier, Deputy Administrator Brett Lowry, Building Official Lee Collinsworth, Grant Writer Towan Kopinsky, Mosquito Control Director Mark Cothran, Planner David Richardson, Public Works Director Joe Danford, T.D.C. Director Jennifer Jenkins, Sheriff Joe Nugent, and Sheriff's Major Bobby Plair.

Chairman Williams called the meeting to order at 5:05 p.m., E.T.

**TENTATIVE 2012-2013 BUDGET OVERVIEW**

Clerk Norris advised the Board of the following: (1) the aggregate tentative millage rate is 6.0553, excluding the M.S.T.U. voted debt services millage, which is 7.74% below the current aggregate rolled back rate of 6.5631. (2) The current County-wide tentative millage rate is 5.7419 (excluding Fire District and M.S.T.U.). (3) The maximum County-wide millage rate is 5.7419 unless the Board votes to adopt a lesser rate, and compliance with the voting requirements will be measured by the vote at the final budget hearing. (4) The General Fund cash carry forward amount is \$7,422,390 (\$5,752,570 unrestricted and \$1,669,820 restricted) which has been budgeted as a source of funds in the General Fund. (5) The Dependent Special Fire Control Districts tentative millage rates are (a) St. Joseph Fire Control District .4000, (b) Tupelo Fire Control District .5000, (c) Overstreet Fire Control District .5000, and (d) Howard Creek Fire Control District .5000. (6) The Municipal Services Taxing Unit (M.S.T.U.) voted debt service millage rates are 6.6995 mills for the Gulf Front, a decrease of 3.3005 from the 2011-12 adopted rate, and 3.5014 for the Gulf Interior, a decrease of 1.3435 from the 2011-12 adopted rate; reporting the voted debt millage rates are not subject to the rolled back limitation and noting this will be the final payment on the M.S.T.U. voted debt service bond.

**RESOLUTION 2012-13/ADDITIONAL CASH CARRY FORWARD**

For the Board's consideration, Clerk Norris presented a resolution for additional cash carry forward, as requested by the individual fire departments, within the St. Joseph Fire Control District, the Tupelo Fire Control District, and the Overstreet Fire Control District. Upon motion by Commissioner Yeager, second by Commissioner McLemore and unanimous vote, the Board adopted the following resolution.

## RESOLUTION 2012-13

**WHEREAS**, the Gulf County Board of County Commissioners of Gulf County, Florida, anticipates additional cash carry forward in the St Joe Fire District Fund, the Tupelo Fire District Fund and the Overstreet Fire District Fund for the 2012-2013 fiscal year that was not included in the proposed budget dated 07-15-2012; and

**WHEREAS**, said additional revenue will be used for expenditures in fiscal year 2012-2013;

**NOW, THEREFORE, BE IT RESOLVED** as follows:

That the 2012-2013 proposed budget be increased as follows:

### ST JOE FIRE DISTRICT FUND

**REVENUE:**

BALANCE BROUGHT FORWARD –South Gulf, White City, & Highland View FDs:  
10698-99000 Balance Brt. Forward:Cash \$ 580,000.00

**EXPENDITURES:**

South Gulf Fire Department:		
32922-64001	Equipment >\$5,000	\$ 111,000.00
White City Fire Department:		
32322-62001	Building >\$25,000	\$ 400,000.00
Highland View Fire Department:		
32222-64001	Equipment >\$5,000	\$ 69,000.00

### TUPELO FIRE DISTRICT FUND

**REVENUE:**

BALANCE BROUGHT FORWARD –Dalkeith, Wetappo, & Stone Mill Creek FDs:  
10798-99000 Balance Brt. Forward:Cash \$ 41,000.00

**EXPENDITURES:**

Dalkeith Fire Department:		
31922-64001	Equipment >\$5,000	\$ 35,000.00
Wetappo Fire Department:		
318522-64001	Equipment >\$5,000	\$ 3,000.00
Stone Mill Creek Fire Department:		
31722-64001	Equipment >\$5,000	\$ 3,000.00

**OVERSTREET FIRE DISTRICT FUND**

**REVENUE:**

BALANCE BROUGHT FORWARD – OVERSTREET VFD:  
 10898-99000 Balance Brt. Forward:Cash \$ 14,000.00

**EXPENDITURES:**

Overstreet Fire Department:  
 32622-64001 Equipment >\$5,000 \$ 14,000.00

**THIS RESOLUTION ADOPTED** by the Gulf County Board of County Commissioners, this the 10th day of September, 2012.

(end)

**REVIEW OF AMENDMENTS TO BUDGET FROM SEPTEMBER 6, 2012**

Clerk Norris gave an overview of the amendments made to the tentative budget from the September 6, 2012 special budget meeting, as follows; noting those amendments are not reflected in the packet due to time constraints. (1) Reduce Clerk to Board budget by \$28,429.00 and increase Reserve for Contingencies. (2) Created a new budget for County wide insurance – Workers Compensation and General lines; removing workers compensation from each department, and allocating \$450,000.00 to the insurance budget; moving any excess funds above the \$450,000.00 to Reserve for Contingencies.

**CHAMBER OF COMMERCE/ECONOMIC DEVELOPMENT COMMITTEE**

Chairman Williams noted a letter of financial commitment in the amount of \$20,000.00 for fiscal year 2012-2013 had been received from the City of Port St. Joe and recommended the County match it; allocating \$10,000.00 for the Chamber and \$10,000.00 for the E.D.C. Upon inquiry by Commissioner Yeager, Chief Administrator Butler stated there is zero in the budget for the Chamber/E.D.C. at this time; noting it was moved to Reserve for Contingencies. Commissioner McLemore motioned to match the City (\$20,000.00) as recommended by Chairman Williams; contingent upon them (City of Port St. Joe) making the check. Commissioner McDaniel seconded for discussion. Commissioner McDaniel discussed and stated he agreed with Commissioner McLemore. Commissioner Yeager stated there is money in reserves and if a need comes up for economic development, they need to go back to the city and say here's the deal, let's work on this. Chairman Williams stated this Board has made it clear that the City just needs to be our partner. Clerk Norris noted for the record that the budget is not reducing by \$46,400, but would remain in reserves. Upon inquiry by Grant Writer Kopinsky; Chairman Williams clarified there would be \$10,000.00 for the Chamber and \$10,000.00 for the E.D.C. The motion then passed 5-0.

**RIPARIAN COUNTY STAKEHOLDERS COALITION/APALACHICOLA-CHATTAHOOCHEE-FLINT RIVER BASIN STAKEHOLDERS**

Chief Administrator Butler referenced a memorandum he provided to the Board and asked if the Board could shift money from Reserve for Contingencies to a new line item for the ACF Stakeholders Coalition (\$5,000.00) and ACF Stakeholders Dues (\$250.00). Commissioner McLemore stated he felt we are throwing money into a bucket and not getting any return; noting the ACF just lost a lawsuit over it. He acknowledged it is critical to us, and the Apalachicola Bay, but he doesn't know if this group can do anything about it. Commissioner McLemore stated the only thing that will help is nature (rain). Chairman Williams stated he supports it because of what they have been able to do with other basins. Commissioner McDaniel stated there are things in the works and we need this as this County's support. He noted Coca Cola has put a lot of money in it to help get this straightened up. Commissioner McDaniel stated if we don't get something going within five (5) years, the Apalachicola Bay will be history.

Clerk Norris interrupted the discussion, stating it appeared they were having technical difficulties and asked for a moment to verify her equipment and that Mr. Murphy's was recording and capturing the meeting.

The meeting recessed at 5:21 p.m., E.T.

The meeting reconvened at 5:22 p.m., E.T.

Commissioner McDaniel continued discussion about the river systems and stated he does not like throwing money away either but would like to support the funding of this effort. Commissioner Yeager asked about making sure the six (6) partners have the same vested interest as Gulf County. Commissioner McDaniel stated he has received assurances from the other counties. Commissioner McLemore stated his concern is the loss of the lawsuit, but would have to support them (ACF). Commissioner McDaniel so moved. With Commissioner McLemore's second, it passed 5-0.

**PUBLIC COMMENT**

Chairman Williams called for public comment. There was no public comment.

**RESOLUTION 2014-14 ADOPTING TENTATIVE 2012-2013 MILLAGE RATES**

Clerk Norris presented and read by title the proposed resolution setting forth the tentative millage rates for the Board's consideration. Upon motion by Commissioner Yeager, second by Commissioner McDaniel and unanimous vote, the Board passed the following resolution.

**Resolution 2012-14 Adopting Tentative Millage Rates**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GULF COUNTY, FLORIDA, ADOPTING THE TENTATIVE LEVYING OF AD VALOREM TAXES FOR GULF COUNTY FOR FISCAL YEAR 2012-2013; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Board of County Commissioners of Gulf County, Florida, on September 10, 2012, adopted Fiscal Year 2012-2013 Tentative Millage Rates following a public hearing as required by Florida Statute 200.065.

**WHEREAS**, the Board of County Commissioners of Gulf County, Florida, held a public hearing as required by Florida Statute 200.065; and

**WHEREAS**, the gross taxable value for operating purposes not exempt from taxation within Gulf County has been certified by the County Property Appraiser to the Board of County Commissioners as \$ 1,352,299,477.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Gulf County, Florida, that:

1. The FY 2012-2013 current-year proposed aggregate millage rate of 6.0553 is **less than** the rolled-back rate of 6.5631 mills by 7.74%.
2. The current-year proposed aggregate millage rate of 6.0553 consists of the following:
  - a. County-wide proposed operating millage rate 5.7419
  - b. St Joe Fire Zone proposed operating millage rate .4000
  - c. Tupelo Fire Zone proposed operating millage rate .5000
  - d. Overstreet Fire Zone proposed operating millage rate .5000
  - e. Howard Creek Fire Zone proposed operating millage rate .5000
3. The proposed voted debt service millage rates are:
  - a. MSTU Gulf Front 6.6995
  - b. MSTU Interior 3.5014
4. This resolution will take effect immediately upon its adoption.

**DULY ADOPTED** at a public hearing this 10th Day of September, 2012.

Time Adopted 5:27 p.m.

(end)



**RESOLUTION 2012-15 ADOPTING 2012-2013 TENTATIVE BUDGET**

Clerk Norris presented and read by title the proposed resolution setting forth the tentative 2012-2013 budget for the Board's consideration. Upon motion by Commissioner Yeager, second by Commissioner McLemore and unanimous vote, the Board passed the following resolution.

**Resolution 2012-15 Adopting Tentative Budget**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GULF COUNTY, FLORIDA, ADOPTING THE TENTATIVE BUDGET FOR FISCAL YEAR 2012-2013; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the BOARD OF COUNTY COMMISSIONERS of Gulf County, Florida, on September 10, 2012, held a public hearing as required by Florida Statute 200.065; and

**WHEREAS**, the BOARD OF COUNTY COMMISSIONERS of Gulf County, Florida, set forth the appropriations and revenue estimate for the Budget for Fiscal Year 2012-2013 in the amount of \$ 32,409,892.

**NOW, THEREFORE, BE IT RESOLVED** by the BOARD OF COUNTY COMMISSIONERS of Gulf County, Florida, that:

1. The Fiscal Year 2012-2013 Tentative Budget be adopted.
2. This resolution will take effect immediately upon its adoption.

**DULY ADOPTED** at a public hearing this 10TH Day of September, 2012.

Time Adopted 5:29 p.m. E.T.  
(end)

**FINAL BUDGET HEARING**

Clerk Norris asked the Board to entertain a motion to set the final budget hearing on Monday, September 24, 2012 at 5:01 p.m., E.T. Commissioner Smiley so moved. Commissioner Yeager seconded the motion and it passed 5-0.

**ABSTENTION VOTE**

Chairman Williams noted he abstained from voting in a prior budget meeting on the Wellness Program (gym) and asked County Attorney Novak if he needed to reaffirm that. Upon inquiry by County Attorney Novak, Chairman Williams stated he did complete Form 8B at that time. At the direction of County Attorney Novak, Chairman Williams reaffirmed his abstention from the previous meetings vote and abstained again from that wellness component of the budget; due to being the owner of the wellness center. (FORM 8B on file in the Clerk's Office)

There being no further business, and upon motion by Commissioner McLemore and second by Commissioner Smiley, the meeting did then adjourn at 5:30 p.m., E.T.

**WILLIAM C. WILLIAMS, III  
CHAIRMAN**

**ATTEST:  
REBECCA L. NORRIS  
CLERK**

**SEPTEMBER 11, 2012**  
**PORT ST. JOE, FLORIDA**  
**REGULAR MEETING**

The Gulf County Board of County Commissioners met this date in regular session with the following members present: Chairman William C. Williams, III, Vice Chairman Tan Smiley, and Commissioners Ward McDaniel, Warren J. Yeager, Jr. and Carmen L. McLemore.

Others present were: County Attorney Jeremy Novak, Clerk of Court Rebecca L. Norris, Clerk Finance Officer Carla Hand, Deputy Clerk Tracy Tharpe, Chief Administrator Don Butler, Assistant Administrator Michael Hammond, Deputy Administrator Lynn Lanier, Deputy Administrator Brett Lowry, Building Official Lee Collinsworth, Building Inspector George Knight, Emergency Management Director Marshall Nelson, Grant Writer Towan Kopinsky, Mosquito Control Director Mark Cothran, Gulf County Planner David Richardson, Public Works Director Joe Danford, Fire Coordinator Brad Price, Extension Agent Roy Lee Carter, Sheriff Joe Nugent, Sheriff's Office Major Bobby Plair, Preble-Rish County Engineer Clay Smallwood, III, T.D.C. Director Jennifer Jenkins.

Sheriff Joe Nugent called the meeting to order at 9:00 a.m., E.T.

**SEPTEMBER 11, 2001 REMEMBRANCE**

Chairman Williams called for a moment of silence in remembrance of the tragic attacks on America on September 11, 2001.

County Attorney Novak led in prayer, and Chairman Williams led the pledge of allegiance.

**CONSENT AGENDA-AUGUST 28, 2012 AND SEPTEMBER 11, 2012**

Upon motion by Commissioner McLemore, second by Commissioner McDaniel, and unanimous vote, the Board approved the consent agenda's for both the August 28, 2012 (that was canceled due to T.S. Isaac), and September 11, 2012 meetings as follows:

**CONSENT AGENDA**  
**August 28, 2012**

1. Minutes – July 30, 2012 – Special Meeting  
     - August 14, 2012 - Regular Meeting
2. Agreement – Nationwide Deferred Comp/Pro Account (457 Plan/Deferred Compensation Retirement Plan)

Agreement – Sacred Heart Health Systems, Inc. (Payment in Lieu of Taxes)

Agreement – Section 125 Flexible Benefit Plan

3. Budget Amendment #1 - General Fund (Amend the FY 2011-2012 Budget for Account Reclassifications. No change to budget)
4. Inventory – Wewa Search and Rescue (Transfer to Howard Creek Fire Department \* #125-3 \* 1993 Yamaha Fiberglass Jet Ski \* #125-4 \* 1992 Yamaha Fiberglass Jet Ski \* Jet Ski Trailer)
5. Invoices – County Attorney Jeremy Novak – Professional Services (File No. 2200-004& 005 \* 3/1/12-5/31/12 \* \$2,744.00 \* to be paid from Account #21314-31100)
  - MRD Associates, Inc. – St. Joseph Peninsula Post-Construction Physical Monitoring Services (Invoice #1573 \* \$21,810.67 \* to be paid from Account #28039-31000)
  - Rowland's Welding & Supplies – Howard Creek Fire Department (\$835.15 \* to be paid from Account #32722-46200)
  - Sniffen & Spellman, P.A. – Legal Services (Invoice #9120 \* \$3,653.54 \* to be paid from Account #21111-31300)
  - The Ferguson Group, LLC – Federal Lobbyist (Invoice #0112591 \* \$271.67 \* Invoice #0212594 \* \$44.35 \* Invoice #0312570 \* \$607.33 \* Invoice #0412576 \* \$52.95 \* Invoice #0512576 \* \$103.31 \* Invoice #0612571 \$83.19\* to be paid from Account #21111-31200)
6. Purchase Request – Emergency Management (ArcGIS Software Quotation \* \$10,000.00 \* Sole Source Provider)
 

Purchase Request – Beacon Hill/Veterans' Park (Flag Pole)
7. Resolution #2012-09 (Unanticipated Revenue in the Public Works Fund General Fund), St. Joe Fire Control District Fund, Tupelo Fire Control District Fund, Howard Creek Fire Control District Fund, and the Hospital Fund for fiscal year 2011-2012)
8. S.H.I.P. – Local Housing Assistance Plan for FY 2012-2013, FY 2013-2014, and FY 2014-2015)

(end)

CONSENT AGENDA  
September 11, 2012

1. Approval of Checks and warrants for August, 2012 which are incorporated herein by reference, pursuant to Chapter 136.06 F.S.
2. Agreement – Emerald Coast Striping, LLC (Bid #1112-18)
3. Appointment – Restore Act Committee (John Crosby)
4. Bid Award #1112-23 – White City Bridge Landscaping (Bay Landscape & Palm Service \* \$45,630.00)
5. Bid Award/Contract Addendum – Emerald Coast Striping, LLC  
(Bid #1112-18) 11-33
6. Budget Amendment Approval – Emergency Management (Cash Carry Forward)
7. Change Order Approval – Cathey Construction & Development, Inc. (Public Works Building)
8. Contract Amendment – Life Insurance (Employee Dependents)
9. Inventory – Emergency Management (Junk \* #90-234 \* Dell Desktop Computer w/Monitor \* #90-235 \* Dell Desktop Computer w/ Monitor \* #90-236 \* Dell Desktop Computer w/ Monitor \* #90-237 \* Dell Desktop Computer w/ Monitor \* #90-238 \* Dell Desktop Computer w/ Monitor \* #90-240 \* Dell Desktop Computer w/ Monitor \* #90-241 \* Dell Desktop Computer w/ Monitor \* #90-242 \* Dell Desktop Computer w/ Monitor \* #90-243 \* Dell Desktop Computer w/ Monitor \* #90-248 \* Dell Precision M70 Workstation \* #90-253 \* Dell Optiplex GX520 Pentium Computer \* #90-256 \* Dell Optiplex Computer System)
  - Stone Mill Creek Fire Department (Transfer \* 1986 Ford Fire Truck to Wetappo Fire Department \* VIN #1FDRK87U1GVA28925 \* Tag #89649 \* Wetappo Fire Department (Transfer \* 1992 Freightliner to Stone Mill Creek Fire Department \* VIN #1FUWJLBB4NL481019 \* Tag #127696)
10. Invoices – GAC Contractors – CR30A S.C.O.P. Project (Invoice #26642 \* \$13,796.92 \* to be paid from Account #40641-63000)

- North Florida Construction, Inc. – Stumphole Revetment Phase IV (Application #2 \* \$249,055.03 \* to be paid from Account #113538-34000)
- The Ferguson Group, LLC – Federal Lobbyist (Invoice #0712558 \* \$24.86 \* to be paid from Account #21111-31200)

11. Purchase Request – Emergency Management (15 Dell Computers, 15 Dell Monitors & 15 Dell Sound Bars \* \$16,881.30 \* to be paid from Grant Match Funds)

Purchase Request – Emergency Medical Services (Cardiac Monitors)

12. S.H.I.P. – Annual Reports (FY 2009-2010, FY 2010-2011, FY 2011-2012)

(end)

### **PUBLIC HEARING – P.D.R.B. RECOMMENDATIONS (August 20, 2012)**

The Board then considered the following recommendations from the August 20, 2012 meeting of the Planning & Development Review Board:

### **VARIANCE APPLICATION – MICKEY AND SHARON WINCHESTER**

Pursuant to advertisement to hold a public hearing to consider a variance application for Mickey and Sharon Winchester; an encroachment of ten (10) foot into the road setback – Parcel ID #03805-130R, located in Section 23, Township 6 South, Range 11 West, Gulf County, Florida; County Attorney Novak read the public hearing notice to approve the encroachment into the road setback. Commissioner McDaniel motioned to approve the variance application. Commissioner McLemore seconded the motion. The motion passed 4-0, with Chairman Williams abstaining due to past ownership of the lot and subdivision (Beacon Hill) related to the party (FORM 8B on file in the Clerk's Office).

### **COMPREHENSIVE PLAN AMENDMENTS**

County Attorney Novak noted the recommendation of the P.D.R.B for approval of the proposed amendments for transmittal to the respective agencies for their review (transmittal of proposed military support and other comprehensive plan amendments). Commissioner Yeager so moved as recommended. Commissioner McLemore seconded the motion. Chairman Williams called for public comment; there was none. The motion then passed 5-0.

### **COMPREHENSIVE PLAN AND LAND DEVELOPMENT REGULATIONS**

County Attorney Novak noted the last item for the Board's consideration is a Comprehensive Plan and L.D.R. review of vested private properties within conservation land use amendment. Mr. Novak stated this is a recommendation from the P.D.R.B., with assistance and guidance from Planner Richardson, as follows: In consideration of the current development dispute and previous approvals, the P.D.R.B. recommends to the Board of County Commissioners to direct any private property owner with a verified single "lot of record" parcel within a deeded boundary of ten (10) acres or less before the adoption of the 1990 Comprehensive Plan that was designated Conservation to

apply for a Small Scale Land Use Change per Florida Statutes 163.3187 to pursue reconciliation of any development grievance on that parcel. County Attorney Novak stated it was the unanimous vote of the P.D.R.B. that the Board adopt this policy. Commissioner McLemore stated he would have to abstain from the vote because he owns property in the effective area. Commissioner McDaniel stated he would have to abstain from the vote because he has family who owns property in this area. Commissioner Yeager motioned to adopt the policy as recommended by the P.D.R.B. Commissioner Smiley seconded the motion. The motion then passed 3-0, with Commissioners McLemore and McDaniel abstaining (FORM 8B for both Commissioners on file in the Clerk's Office).

#### **HEALTH DEPARTMENT REVIEW COMMITTEE**

Willie Ramsey appeared before the Board to report the findings of the Health Department Review Committee. Mr. Ramsey stated they heard input from the Florida Department of Health on state statutes and policies, held interviews with the involved parties, and had follow up conversations with Dr. Murphy of the Gulf County Health Department. He reported that after careful consideration of all the information reviewed; it is the unanimous recommendation of the Review Committee that no action be taken by the Board on the personnel issue. He furthermore stated, the Review Committee would suggest at the wishes of the Board of County Commission, this committee be expanded to include representatives of the Gulf County Health Department, including Dr. Murphy, with the mission of the group to improve communication and relationships, real or perceived, between the community, employees, and Health Department management. Chairman Williams thanked Mr. Ramsey for coming before the Board to give the findings of the committee, noting this was a very difficult and challenging process. Commissioner McLemore thanked Mr. Ramsey and the Committee for handling this difficult decision, stating he does not agree with the decisions. Upon inquiry by Commissioner McLemore, Mr. Ramsey reported the State's personnel issues are not something they could gain access to, nor get full discussion and disclosure on, as with any state employee; noting they were only able to access local personnel files, but not state files. Commissioner McLemore noted Ms. (Tammy) Moore's tenure at the Health Department (26 years) and stated we never had these problems when Mr. Doug Kent was head of the Health Department. Chairman Williams noted and recognized the limitations this Board has over state employees. Discussion continued. Commissioner McLemore motioned to send a letter of recommendation to the State to remove Marsha Player-Lindeman from the Health Department. Commissioner Yeager seconded for discussion. Commissioner Yeager stated he is concerned because he is the Commissioner Ms. Moore had a conversation with prior to her dismissal. Discussion followed. County Attorney Novak discussed the meetings held and Florida Statutes reviewed; advising the Board they have authority to send letters and make recommendations, but have no authority or control over Health Department personnel decisions. The motion then passed 3-1, with Chairman Williams voting no, and Commissioner McDaniel abstaining due to his wife being an employee of the Health Department (FORM 8B on file in the Clerk's Office).

### **T.D.C. AUGUST STATUS REPORT**

T.D.C. Director Jenkins presented the August 2012 Status Report to the Board. She discussed the following from her report, (1) the Marketing Committee met with a select number of applicants for the Sponsorship and Special Funding Program to discuss some recommendations the committee had for the applicants, and discuss how the funds are spent and that they stay within the guidelines of the program. She stated they focused on storytelling, social media, and sweepstakes; noting these marketing approaches will help in gathering assets and making sure these programs have a good return on investment. (2) The development of a Draft Content Plan that shows a twelve (12) month plan based on a theme; detailing some of the focuses and the highlights that they will be doing that will embrace the events they fund but will also direct the T.D.C. program to focus of increased visitation, increased visitor spending, return on investment, and long term loyal visitors. (3) Implementation of a communications process through T.S. Isaac; noting they will adopt that in their policies and procedures as a good form of crisis management to make sure they reach out to all partners. (4) Public Relations Pitches on (a) Black's Island to Sherman's Travel and Coastal Living. (b) Pet-Friendly to Hearst and Meredith publications. (5) T.D.C. Staffing offers made to local residents; Michelle Perrin of Port St. Joe as the Marketing Manager, and Kelli Jackson of Wewahitchka as the Business Manager. (6) July revenues are slightly down and she is looking into the reason for that.

T.D.C. Director Jenkins reported Gulf County was bestowed the highest honor in one of the Flagler award categories at the Governor's Conference last week in Orlando. She stated Gulf County won the Silver Flagler Award for the visitors guide produced by Kerigan Marketing Associates, and won the Bronze Henry Award for Tourism Advocacy for a workshop put on by Kerigan Marketing Associates in 2011 for branding and awareness. T.D.C. Director Jenkins reported she continues to work with Kerigan Marketing Associates on their exit strategy that will be finished by the end of September; stating all other issues on contracts has been satisfied. T.D.C. Director Jenkins stated she has reached out to do strategic alliances through paid media; working on Pet-Friendly in trying to get Pet Smart like brands aligned with their programming.

### **T.D.C. STUDIES/REQUEST FOR PROPOSALS (RFP)**

T.D.C. Director Jenkins reported on her engagement with a company to do a small social listening exercise which is an organic type of research based program so they can begin hearing the chatter about Gulf County and our benefits. Ms. Jenkins requested permission to do an R.F.P. for a visitor perception study, and a stakeholder analysis study, as recommended and approved by the T.D.C. Board. Commissioner McLemore so moved. Commissioner Yeager seconded the motion and it passed 5-0.

### **COMMUNITY RATING SYSTEM/FLOODPLAIN MANAGEMENT PROGRESS REPORT/REPETITIVE LOSS PROPERTIES**

Planner Richardson discussed and presented for approval the CRS Annual Recertification and the Floodplain Management Progress Reports; noting they will be posted on the County website and published in the local newspaper. Planner



Richardson stated they participate in this annually to allow for reductions on insurance premiums. Also for the Board's approval, he stated there are thirty-eight (38) repetitive loss properties which will require two hundred thirty-six (236) notices be sent out in the repetitive loss areas. Planner Richardson requested permission for the Chair to sign the reports and letter. Commissioner Yeager so moved as recommended by Planner Richardson. Commissioner McDaniel seconded the motion and it passed unanimously.

#### **CAPITAL IMPROVEMENT SCHEDULE**

Planner Richardson requested he be notified of any projects or grants that may come up in the next fiscal year so they can be inserted in the Capital Improvement Schedule and adopted. Chairman Williams requested Planner Richardson to attend the Restore meeting at 11:00 a.m., E.T.

#### **CHANGE ORDER #3/C. W. ROBERTS CONTRACTING, INC./BID #1011-30**

Upon recommendation by Grant Writer Kopinsky, Commissioner Yeager motioned to approve Change Order #3, a decrease of \$17,195.42 for materials not used, to C. W. Roberts Contracting, Inc. for the Cape San Blas Shared-Use Bike Path, Phase IV. Commissioner McLemore seconded the motion and it passed 5-0.

#### **INVOICE – GAC CONTRACTORS**

Upon recommendation by Grant Writer Kopinsky, Commissioner McLemore motioned to approve payment of invoice #26594 to GAC Contractors in the amount of \$191,655.06 for the CR30A SCOP Project. Commissioner Yeager seconded the motion and it passed 5-0.

#### **INVOICES – NORTH FLORIDA CONSTRUCTION, INC.**

Grant Writer Kopinsky presented three (3) invoices from North Florida Construction, Inc. on the Stumphole Revetment Project, Phases IV and V, for approval, as follows: (1) Invoice #2-DRI \$249,055.03, (2) Invoice #3 Final-DRI \$18,179.00, and (3) Invoice #2-DREF \$74,398.50. Grant Writer Kopinsky noted with the payment of the two (2) DRI invoices; Phase IV of the project will be closed out. Commissioner Yeager motioned to approve. Commissioner McDaniel seconded the motion and it passed 5-0.

#### **CHANGE ORDER/PUBLIC WORKS BUILDING/CATHEY CONSTRUCTION, INC.**

County Attorney Novak referenced the final reconciliation and recap of the Public Works building as presented and approved in the consent agenda. He stated in addition to that, County staff approved a recommendation to the Board for an additional change order in the amount of \$845.00 for weather proofing the new pit at the St. Joe site, stating that was done after the letter was signed and notarized by all parties, making an addendum to the original contract. County Attorney Novak asked for the Commission's approval of the Change Order. Commissioner McDaniel so moved. Commissioner Yeager seconded the motion and it passed unanimously.

#### **PUBLIC WORKS BUILDING/CATHEY CONSTRUCTION, INC.**

County Attorney Novak discussed the considerable amount of rain in the County and the forms being placed at the site. He stated there was discussion with the contractor

and county staff in regards to how to get them prepared to pour again. He reported, in lieu of a change order or additional costs to the county, there was discussion with regards with possibly placing a work crew out there a day or two to assist with labor in cleaning up that site. County Attorney Novak stated this is an alternative solution to a change order and offered this to the Commission for their consideration and approval prior to putting it in writing to the contractor. Commissioner Yeager so moved. Commissioner Smiley seconded for discussion. Commissioner McLemore stated we went through this same issue at the Howard Creek site. Commissioner McDaniel asked about the responsibility of the contractor, having accepted and awarded the job, and now he wants us to step in with our work force labor or inmate crews in assisting him with this. Building Official Lee Collinsworth stated this is the first he's heard of the work crews going out. Building Official Collinsworth stated the contractor has been paid up to date; there is a new contract in place, and he needs to honor the contract. Again Mr. Collinsworth noted he does not know anything about the work crews going out there pulling out sludge. Mr. Collinsworth stated he has no issue with the change orders previously approved by the Board, and he has no issues with the numbers they are at today; noting he is ready to move forward. Upon inquiry from Commissioner McDaniel concerning whether there was a time-frame on this, Mr. Collinsworth stated he thinks there was 160 days to complete the project but doesn't recall anything in the contract that addresses late days. County Attorney Novak stated going back more than two (2) months ago there have been considerable amendments to the contract as it existed from where it originally started to where it is today. He noted the effort between county staff and the contractor to come to some kind of resolution as to the transfer from the original contract site to where it is today; stating in the transfer in location, there have been cost to the County and delay put on the contractor. Mr. Novak referenced the letter in the consent agenda that states we all move forward collectively and get the project done. Mr. Novak pointed out there have been deviations in the contract terms on both sides. Mr. Novak stated what was passed today will get this project up and going, moving toward completion. Commissioner McLemore stated he intends to object to this because he was against moving it from Howard Creek to Port St. Joe to begin with, and if it had been left at Howard Creek, it would be complete and operational by now. There being no further discussion, the motion passed 4-1, with Commissioner McLemore opposing.

#### **LITIGATION SETTLEMENT/WHITE VS. BOARD OF COUNTY COMMISSIONERS**

County Attorney Novak reported that the litigation in White vs. Gulf County Board of County Commissioners has been resolved and a stipulation of settlement entered. He stated the matter has now been dismissed from the Court system.

#### **RESTORE ACT**

County Attorney Novak noted the Restore Act meeting today at 11:00 a.m., and a Consortium meeting coming up on September 19, 2012.

#### **2012 LEGISLATION/SENATE BILL 2068/TOURIST DEVELOPMENT TAX**

On behalf of Tax Collector Shirley Jenkins, County Attorney Novak addressed 2012 legislation passed through SB 2068 which amended Chapter 212 Florida Statutes that

addresses the 2½% collection allowance, giving up to a \$30.00 benefit for filing the quarterly tourist development tax return online. He reported the Tax Collector does not have the software for online collections, which comes at a considerable cost. He reported that with this new legislation, if you do not file online, the taxpayer will not get the \$30.00 benefit reduction. At the request of Tax Collector Jenkins, Attorney Novak asked whether the Board would consider a policy to continue to issue the \$30.00 refund to the Tourist Taxpayers as long as it is in compliance with this new legislation, and if not, they would want to notice everybody through the T.D.C. that this 2 ½% reduction is no longer available on their Tourist Tax Returns. Chairman Williams asked whether anyone had looked at the RACEC designation that might give small counties a loophole. County Attorney Novak stated this is very new but they are looking at whether they can pool their resources or do a state bid, but are trying to find a solution around it if permissible under Florida Statutes. Commissioner Yeager so moved. Commissioner McDaniel seconded the motion and it passed 5-0. Chairman Williams directed Commissioner Yeager to follow up with the Small County Coalition on this matter.

#### **STIPULATION OF SETTLEMENT/MEDICAID BILLING**

County Attorney Novak discussed the Medicaid litigation, stating the Board voted in August to conditionally approve the stipulation of settlement agreement with the Florida Association of Counties (FAC). He noted the certified number is approximately \$17,350.00, which is a considerable reduction from the \$165,000.00 they first worked with. Mr. Novak stated the majority of \$17,350.00 in certified numbers were transfer-in adjustments and is a reflection on the Clerk's Office work (Darla Lyle and Elvia Hersey). County Attorney Novak asked for the Board's conditional approval to pay \$17,350.16 to get us current on the back billing on Medicaid. Upon inquiry by Commissioner Yeager, County Attorney Novak confirmed we get a 15% discount on top of that. Commissioner Yeager motioned to approve as recommended by County Attorney Novak. Commissioner McLemore seconded the motion. Commissioner Yeager stated this reflects how out-of-whack that Medicaid billing system was and how right the Counties were to fight this issue. The motion then passed 5-0. County Attorney Novak thanked the Clerk's Office for working with them on this issue and getting those numbers to where they are. County Attorney Novak asked permission, contingent upon attorney review, to execute the stipulation of settlement and send it back to Tallahassee to be filed on behalf of Gulf County. Commissioner Yeager so moved. Commissioner McDaniel seconded the motion and it passed 5-0. Commissioner McDaniel noted the State wanted to originally bill Gulf County \$165,000.00 but it was reduced to \$17,350.16. Commissioner McDaniel thanked Clerk Norris and her staff. Chairman Williams stated FAC and the Small County Coalition helps small counties and noted fifty-eight (58) counties sued the legislature over this.

#### **GULF COAST WORKFORCE BOARD APPOINTMENT**

Chief Administrator Butler and Deputy Administrator expressed that there was some confusion on the effective date of the appointment of Patti Blaylock who is replacing Gary Ross. There was discussion on the dates on Mr. Ross' term on the Board vs. his term as Chair. Commissioner Yeager made a motion to clarify the appointment of Patti

Blaylock to the Gulf Coast Workforce Board was to be effective immediately. Commissioner McLemore seconded the motion. The motion carried 5-0.

#### **OLD WEWAHITCHKA COURTHOUSE/HEALTH DEPARTMENT BUILDING**

Chief Administrator Butler reported and recommended moving the County Extension Agent to the old Health Department building in Wewahitchka and to modify the interior. Commissioner McLemore noted it is not the Wewahitchka Courthouse roof that is leaking, but the walls. Commissioner McLemore expressed that he does not object to some maintenance to the Health Department building, but nothing major. Commissioner Yeager asked about an estimate on cost. Mr. Butler reported the estimate is under \$5,000.00. Commissioner Yeager moved to proceed as recommended by Mr. Butler with a cost estimate of under \$5,000.00. Commissioner McLemore seconded the motion. Commissioner McDaniel asked if Building Official Collinsworth had reviewed the building plans in regards to walls that will need to be moved and whether they are load bearing walls. Building Official Lee Collinsworth stated he is not yet aware of which walls need to be moved but highly doubts they would be load bearing walls and stated it should not have anything to do with the structural integrity of the building. Commissioner McDaniel stated the problem (leaks and mold) is isolated in the old jail section of the courthouse. The motion then passed 5-0. Chief Administrator Butler stated that all modifications to the Health Department would be in the new add-on section that Mr. Doug Kent added about 12 years ago.

#### **SHERIFF'S BASS TOURNAMENT**

Sheriff Nugent reminded everyone of the upcoming Bass Tournament in White City at the end of the month. Upon motion by Commissioner Smiley, second by Commissioner McDaniel and unanimous vote, the Board approved opening up the road a couple of nights during the tournament.

#### **WOUNDED WARRIOR WEEKEND**

Sheriff Nugent announced that Thursday evening, the Sheriff's Department and local Fire Departments will be participating in the Wounded Warrior program in Bay County and invited the Board and others to attend.

#### **TRIATHALON AT BEACON HILL**

Sheriff Nugent reported that Beacon Hill Park was used by a For-Profit organization without permission from the County. Chairman Williams discussed lack of notification and possible liability issues. Sheriff Nugent stated he will follow up with the Department of Highway Safety and Motor Vehicles, and the Florida Department of Transportation.

#### **PORT AUTHORITY REPORT**

Johanna White, Chairperson of the Port St. Joe Port Authority appeared before the Board and reported on two (2) prospective projects; (1) Project Nichol – Arizona Chemical Site, and (2) Project Brake – owner is still in the process of securing financing. Ms. White informed the Board that Mr. Tommy Pitts also received an inquiry last week about liquid bulk. Ms. White reported the Port Authority arranged a joint meeting with FDOT Secretary Barfield on October 3, 2012. Port Authority Chair White informed the

Board that Mr. Gonzales with the St. Joe Company will be at their meeting on October 23, 2012 to update them on the Eastern Shipbuilding project. She stated Eastern Shipbuilding is coming and they are actively accepting applications. Commissioner Yeager stated they are having issues with getting enough people to apply for the jobs and the need to get the word out. Ms. White stated they are looking at doing a Job Fair through the Gulf Coast Workforce Board. It was reported that applications can be picked up at Eastern Shipbuilding in Panama City, the Gulf County Chamber of Commerce building, and through the Gulf Coast Workforce Board. Chairman Williams inquired about the property in question in regards to the loan at the Bank and asked whether there was anything formal she would like to request of the Board. Port Authority Chair White said she cannot think of anything at this time. Chairman Williams directed Commissioner Yeager to run point on this in making sure everyone involved knows how important this project is.

### **RESOLUTION 2012-17 NATIONAL SUICIDE PREVENTION MONTH**

Mr. Ned Ailes, President and Chief Executive Officer of Life Management appeared before the Board and gave an update on the mental health agency and their services. Mr. Ailes requested the Board adopt a resolution declaring September 2012 as National Suicide Prevention Month in Gulf County. Mr. Ailes began reading the proposed resolution. Commissioner McLemore motioned to allow Mr. Ailes an additional three (3) minutes to speak. Commissioner McLemore seconded the motion and it passed 5-0. Mr. Ailes continued. Commissioner Yeager motioned to adopt the proposed resolution. Commissioner McLemore seconded the motion and it passed 5-0, as follow.

### **RESOLUTION 2012-17 National Suicide Prevention Month**

**WHEREAS**, suicide is the 10<sup>th</sup> leading cause of all deaths in the United States and the 3<sup>rd</sup> leading cause of death for individuals between the ages of 15 to 24;

**WHEREAS**, in the United States, one person completes suicide every 14.2 minutes;

**WHEREAS**, an average of 7 Floridians a day lose their lives to suicide;

**WHEREAS**, it is estimated that 4.73 million people in the United States are survivors of suicide (those who have lost a loved one to suicide);

**WHEREAS**, more teenagers and young adults die from suicide than from cancer, heart disease, AIDS, birth defects, stroke, pneumonia, influenza, and chronic lung disease combined;

**WHEREAS**, parental influence and community education and involvement are recognized as the most crucial factors in preventing suicide;

**WHEREAS**, an increase in the overall suicide rate in our country was seen in 2009, representing a change in the recent pattern of stability or slight declines, the suicide rate

for those 15-24 years old has more than doubled since the mid-1950's; and the suicide rate remains highest for adults 75 years of age or older;

**WHEREAS**, raising awareness in the community about the effect of mental illness and the importance of education and treatment can save lives;

**WHEREAS**, the stigma associated with mental illness and suicide works against suicide prevention by discouraging persons at risk from seeking life-saving help;

**WHEREAS**, a great many suicides are preventable;

**NOW, THEREFORE**, we, the Board of County Commissioners for Gulf County, do hereby recognize September 2012 as **Suicide Prevention Month** in this great county.

We encourage all residents to join us in increasing awareness and understanding of suicide and the help available in our community for adults and children to prevent suicide.

Signed on this day, the 11<sup>th</sup> of September 2012.

(end)

#### **SAUL'S CREEK BOAT RAMP**

Commissioner McLemore announced that in the near future they will begin work on the Saul's Creek boat ramp and it will require it to be closed for one (1) week.

#### **COUNTY ROAD 386**

Deputy Administrator Lanier referenced the letter (email) in the August 28, 2012 Information packet from Greg Vickery, Florida Department of Transportation. Chief Administrator Butler stated that FDOT is aware of the problems on CR386 and are looking for money to do some painting (thermoplastic). Mr. Butler stated FDOT offered reflectors and have them in storage. Commissioner McDaniel expressed his desire to push to get the paint and directed Grant Writer Kopinsky to plug along to get the paint. Grant Writer Kopinsky noted she has started the grant application and discussed the process. Commissioner McLemore stated he wants to get the reflectors and put them down. Commissioner McLemore motioned to get the reflectors from FDOT and put them down. Commissioner Yeager seconded the motion. Commissioner McDaniel asked who would put the reflectors down. Chief Administrator Butler stated that was not discussed but agreed the County could do it if the State would not. The motion then passed 5-0.

#### **CAPE SAN BLAS LIGHTHOUSE AND KEEPER'S QUARTERS**

Pat Hardman of the Coastal Community Association appeared before the Board and pled with the Board to help save the Cape San Blas Lighthouse and Keeper's Quarters. She stated the approximate cost to move the structures to downtown Port St. Joe is \$390,000.00. Ms. Hardman asked what options or preventive measures are there. Ms.

Hardman suggested one option is to look into whether it can be moved and placed at Salinas Park. Ms. Hardman requested the Board appoint a committee to review the options and the feasibility of moving the structures. Commissioner Yeager discussed the many people and agencies involved in this. Commissioner Yeager stated he agrees with forming a committee to review the options. Chairman Williams directed Commissioner Yeager to form a committee. Chairman McLemore agreed with Ms. Hardman on the option of moving it to Salinas Park. Planner Richardson stated he received an email from Marion Cook from Eglin; noting this is on Elgin's radar and their discussion about moving it to a temporary site. Chairman Williams noted a letter he received on a government abandonment issue, stating there needs to be immediate attention to this. Upon inquiry by Commissioner McDaniel concerning ownership, Chief Administrator Butler stated the four (4) building and the Lighthouse belong to the U. S. Air Force, and the lens is owned by the U. S. Coast Guard, noting they are leased to Gulf County.

There being no further business, and upon motion by Commissioner McLemore, the meeting did then adjourn at 10:39 a.m., E.T.

**WILLIAM C. WILLIAMS, III**  
**CHAIRMAN**

**ATTEST:**  
**REBECCA L. NORRIS**  
**CLERK**

**SEPTEMBER 24, 2012**

**PORT ST. JOE, FLORIDA**

**FINAL BUDGET HEARING**

The Gulf County Board of County Commissioners met this date in a special budget hearing with the following members present: Chairman William C. Williams, III, Vice Chairman Tan Smiley, and Commissioners Carmen L. McLemore, Ward McDaniel, and Warren Yeager.

Others present were: County Attorney Jeremy Novak, Clerk Rebecca L. Norris, Clerk Finance Officer Carla Hand, Deputy Clerk Tracy Tharpe, Chief Administrator Don Butler, Deputy Administrator Lynn Lanier, Deputy Administrator Brett Lowry, Building Official Lee Collinsworth, Grant Writer Towan Kopinsky, E.M.S. Director Houston Whitfield, Mosquito Control Director Mark Cothran, Planner David Richardson, T.D.C. Director Jennifer Jenkins, Sheriff Joe Nugent, and Sheriff's Major Bobby Plair.

Chairman Williams called the meeting to order at 5:01 p.m., E.T.

#### **2012-2013 BUDGET OVERVIEW**

Clerk Norris began by advising the Board of the following: (1) the aggregate tentative millage rate is 6.0553, excluding the M.S.T.U. voted debt services millage, which is 7.74% below the current aggregate rolled back rate of 6.5631. (2) The current County-wide tentative millage rate is 5.7419 (excluding Fire District and M.S.T.U.). (3) The maximum County-wide millage rate is 5.7419 unless the Board votes to adopt a lesser rate, and compliance with the voting requirements must be measured by the vote of each Commissioner. (4) The Dependent Special Fire Control Districts tentative millage rates are (a) St. Joseph Fire Control District .4000, (b) Tupelo Fire Control District .5000, (c) Overstreet Fire Control District .5000, and (d) Howard Creek Fire Control District .5000. (5) The Municipal Services Taxing Unit (M.S.T.U.) voted debt service millage rates are 6.6995 mills for the Gulf Front, a decrease of 3.3005 from the 2011-12 adopted rate, and 3.5014 for the Gulf Interior, a decrease of 1.3435 from the 2011-12 adopted rate; reporting the voted debt millage rates are not subject to the rolled back limitation.

#### **GENERAL FUND/STATE HOUSING INITIATIVE PROGRAM (SHIP) FUND**

Clerk Norris presented for the Board's consideration line items changes to the General Fund and SHIP Fund budgets for the possible delay in spending the SHIP administrative funds; resulting in a decrease in the General Fund (\$30,000.00) and no change in the SHIP Fund budgets. Upon motion by Commissioner Yeager, second by Commissioner Smiley and unanimous vote, the Board approved the line item changes, as follows:



General Fund

00181-91000	Interfund Transfers In from SHIP Fund	(\$30,000.00)
99984-95000	Reserve for Contingencies	(\$33,000.00)
346513-32000	Audit Services	\$ 3,000.00

Ship Fund

112581-91000	Interfund Transfer Out to General Fund	(\$30,000.00)
46455-34100	Administrative Costs – Grant	\$30,000.00

**GULF COUNTY E.M.S. AND WEWAHITCHKA AMBULANCE**

For the Board’s consideration, Clerk Norris asked whether the Board wished to combine the Gulf County E.M.S. and Wewahitchka Ambulance Service departments into one budget. She advised the Board that at their December 13, 2011 regular meeting, E.M.S. Director Houston Whitfield reported he received the new license from the State, stating the County is now officially one service under the name of Gulf County E.M.S. Clerk Norris informed the Board that the budgets had been submitted separately and tentatively approved at the first budget hearing. Commissioner Yeager motioned to combine the budgets under the name of Gulf County E.M.S. Commissioner McDaniel seconded the motion and it passed 5-0.

**RESOLUTION 2012-18/T.D.C. ADDITIONAL CASH CARRY FORWARD**

At T.D.C. Director Jenkins request, Clerk Norris presented for the Board’s consideration a resolution for the Tourist Development Fund budget requesting additional cash be carried forward, stating said additional revenue will be used for expenditures in the 2012-2013 fiscal year. Commissioner McDaniel motioned to adopt the resolution. Commissioner Yeager seconded the motion and it passed 5-0.

**RESOLUTION #2012-18**

**WHEREAS**, the Gulf County Board of County Commissioners of Gulf County, Florida, anticipates additional revenue and additional cash carry forward in the Tourist Development Fund for the 2012-2013 fiscal year that was not included in the proposed budget dated 07-15-2012; and

**WHEREAS**, said additional revenue will be used for expenditures in fiscal year 2012-2013;

**NOW, THEREFORE, BE IT RESOLVED** as follows:

That the 2012-2013 proposed budget be increased as follows:

**TOURIST DEVELOPMENT FUND**

**REVENUE:**

600349-00000 Visitor Guide Advertising Sales	\$	10,000.00
60098-99000 Balance Brt. Forward: Restricted TDC	\$	7,374.00
60098-99002 Balance Brt. Forward: Restricted Bch Ren	\$	2,458.00
60098-99002 Balance Brt. Forward: Restricted BP3	\$	150,000.00
Less 5%:		
00197-98000 Less 5%	\$	(500.00)

**EXPENDITURES:**

27452-21000 FICA	\$	(2,270.00)
27452-21500 Medicare	\$	(582.00)
27452-22000 Retirement	\$	(1,881.00)
27452-23000 Life, Health, & Dental Ins.	\$	3,768.00
27452-24000 Worker's Comp	\$	(400.00)
27452-31000 Professional Services	\$	12,220.00
27452-34000 Other Contractual Services	\$	10,000.00
27452-43000 Utility Service	\$	(500.00)
27452-44000 Rentals & Leases	\$	1,280.00
27452-46100 Maintenance: Beach Cleaning	\$	5,000.00
27452-47000 Printing & Binding	\$	50,000.00
27452-48000 Promotional Activities/Materials	\$	(40,000.00)
27452-49200 Advertising	\$	25,000.00
27452-49201 Advertising – TV	\$	(35,000.00)
27452-49202 Advertising – Print	\$	10,000.00
27452-49203 Advertising – Interactive	\$	10,000.00
27452-49205 Advertising – Radio	\$	(10,000.00)
27452-52000 Operating Expenses/Supplies	\$	1,500.00
27452-54000 Books, Pub, Subs, Memberships	\$	(2,980.00)
27452-54200 Dues	\$	(500.00)
27452-63000 Imp. Other Than Buildings	\$	25,000.00
27452-83000 Other Grants & Aids	\$	17,397.00
27452-49202 BP3 Advertising Print	\$	75,000.00
27452-49203 BP3 Advertising Interactive	\$	75,000.00
28039-52100 Gas, Oil, & Lubricants	\$	500.00
28039-54200 Dues	\$	(500.00)
69984-95000 Reserve for Contingencies – TDC	\$	(60,178.00)
69984-96000 Reserve for Contingencies – Bch Renourishment	\$	2,458.00

**THIS RESOLUTION ADOPTED** by the Gulf County Board of County Commissioners, this 24th day of September 2012.

(end)

**RESOLUTION 2012-19/IMPACT FEE FUND AND CORRECTIONS IMPACT FEE FUND**

As requested by Deputy Administrator Lanier, Clerk Norris presented a proposed resolution for the Board's consideration, allowing for additional cash to be carried forward in the E.M.S. Impact Fee Fund in the amount of \$14,678.00, and the Corrections Impact Fee Fund in the amount of \$7,671.00, to be used for expenditures in fiscal year 2012-2013. Commissioner Yeager motioned to adopt the proposed resolution. Commissioner McDaniel seconded the motion and it passed 5-0.

**RESOLUTION #2012-19**

**WHEREAS**, the Gulf County Board of County Commissioners of Gulf County, Florida, anticipates additional revenue and additional cash carry forward in the EMS Impact Fee Fund and the Corrections Impact Fee Fund for the 2012-2013 fiscal year that was not included in the proposed budget dated 07-15-2012; and

**WHEREAS**, said additional revenue will be used for expenditures in fiscal year 2012-2013;

**NOW, THEREFORE, BE IT RESOLVED** as follows:

That the 2012-2013 proposed budget be increased as follows:

**EMS Impact Fee FUND**

**REVENUE:**

13298-99002 Balance Brought Forward: Restricted	\$ 14,678.00
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**EXPENDITURES:**

51552-63000 Improvements other than bldgs – Wewa amb	\$ 14,678.00
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**Corrections Impact Fee FUND**

**REVENUE:**

13398-99002 Balance Brought Forward: Restricted	\$ 7,671.00
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**EXPENDITURES:**

31152-62100 Improvements to Building	\$ 7,671.00
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**THIS RESOLUTION ADOPTED** by the Gulf County Board of County Commissioners, this 24th day of September 2012.

(end)

**RESOLUTION 2012-20/EMERGENCY MANAGEMENT**

Clerk Norris presented for the Board's consideration a resolution, as requested by Emergency Management Director Nelson, for additional cash carry forward (\$30,000.00 in unspent Emergency Management local match funds) to be used to fund an Emergency Management Capital Improvement Reserve in fiscal year 2012-2013.

Commissioner Yeager motioned to adopt the proposed resolution. Commissioner Smiley seconded the motion and it passed 5-0.

#### **RESOLUTION #2012-20**

**WHEREAS**, the Gulf County Board of County Commissioners of Gulf County, Florida, anticipates additional cash carry forward in the General Fund for the 2012-2013 fiscal year that was not included in the proposed budget dated 07-15-2012; and

**WHEREAS**, said additional revenue will be used to fund an Emergency Management Capital Improvement Reserve in fiscal year 2012-2013;

**NOW, THEREFORE, BE IT RESOLVED** as follows:

That the 2012-2013 proposed budget be increased as follows:

#### **General Fund**

REVENUE:

00198-99000 Balance Brought Forward: Cash	\$ 30,000.00
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RESERVES:

99984-95003 Reserve for Emergency Mgmt Capital Improve	\$ 30,000.00
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**THIS RESOLUTION ADOPTED** by the Gulf County Board of County Commissioners, this 24th day of September 2012.

(end)

#### **RESOLUTION 2012-21/GENERAL FUND AND ST. JOSEPH FIRE CONTROL DISTRICT**

At the request of Deputy Administrator Lanier, E.M.S. Director Whitfield, and Stephanie Richardson of the Beaches Fire Department, Clerk Norris presented for the Board's consideration a resolution for additional cash carry forward in the General Fund and the St. Joseph Fire Control District Fund; to be used to fund an E.M.S. grant match and completion of the remodeling of the Gulf E.M.S. building (\$44,997.00), and to fund certain expenditures in the Beaches Fire Department (\$1,624.00). Commissioner Yeager motioned to adopt the proposed resolution. Commissioner McDaniel seconded the motion and it passed 5-0.

#### **RESOLUTION #2012-21**

**WHEREAS**, the Gulf County Board of County Commissioners of Gulf County, Florida, anticipates additional cash carry forward in the General Fund and the St Joseph Fire District Fund for the 2012-2013 fiscal year that was not included in the proposed budget dated 07-15-2012; and

**WHEREAS**, said additional revenue will be used in the General Fund to fund an EMS grant match and completion of remodeling the Gulf EMS building and to fund certain expenditures for Beaches Fire Department in fiscal year 2012-2013;

**NOW, THEREFORE, BE IT RESOLVED** as follows:

That the 2012-2013 proposed budget be increased as follows:

**GENERAL FUND**

**REVENUE:**

00198-99000 Balance Brought Forward: Cash \$ 44,997.00

**RESERVES:**

51626-62100 Improvement to bldg \$ 29,000.00

51626-64001 Equipment >\$5,000 \$ 15,997.00

**ST JOSEPH FIRE DISTRICT FUND**

**REVENUE:**

10698-99000 Balance Brought Forward: Cash \$ 1,624.00

**RESERVES:**

32122-49001 Other Curr Chgs:Donations \$ 1,624.00

**THIS RESOLUTION ADOPTED** by the Gulf County Board of County Commissioners, this 24th day of September 2012.

(end)

**PUBLIC COMMENT**

Chairman Williams called for public comment. There was no public comment. Commissioner Yeager stated the Board, staff and many others have worked hard to decrease the budget; reducing ad valorem taxes levy from \$12.6 million to \$7.7 million (approximately 40%). Commissioner Yeager specifically noted E.M.S. billing on the revenue side, stating E.M.S. Director Whitfield has worked hard and that department is no close to breaking even. Chairman Williams thanked those involved in holding the line.

**GROSS TAXABLE VALUE**

Clerk Norris reported the gross taxable value for operating purposes that has been certified by the County Property Appraiser to the Board of County Commissioners is \$1,352,299,477.

**RESOLUTION 2012-22 ADOPTING COUNTY-WIDE MILLAGE LEVY**

Clerk Norris presented a resolution setting forth the County-Wide millage levy of 5.7419 mills. Commissioner McLemore motioned to adopt the resolution as presented. Commissioner Yeager seconded the motion. The motion passed with 5 Commissioners voting yes, and 0 Commissioners voting no.

**RESOLUTION ADOPTING MILLAGE LEVY #2012-22**

**WHEREAS**, the Board of County Commissioners of Gulf County, Florida on this date intends to adopt a Resolution setting forth the budget for the fiscal year 2012-2013; and

**WHEREAS**, for proper funding of said budget, it is necessary to levy an ad valorem tax upon the taxable property within the County;

**WHEREAS**, the gross taxable value for operating purposes not exempt from taxation with Gulf County has been certified by the County Property Appraiser to the Board of County Commissioners of Gulf County as \$1,352,299,477.

**NOW, THEREFORE, BE IT RESOLVED as follows:**

That the Board of County Commissioners of Gulf County, Florida does hereby adopt a millage rate of 5.7419 mills (General Fund / 5.7419) to be levied County-Wide upon the taxable property within Gulf County, Florida, to be levied against the 2012 property rolls.

That the Current Year Aggregate Millage Rate of 6.0553 mills is 7.74 percent less than the Current Year Aggregate Rolled-Back Rate of 6.5631.

That copies of this Resolution be spread upon the public records of Gulf County, Florida.

**THIS RESOLUTION ADOPTED** this the 24th day of September, 2012 by 5 Commissioners voting "yes" and 0 Commissioners voting "no".

(end)

**RESOLUTION 2012-23 ADOPTING COUNTY-WIDE BUDGET**

Clerk Norris presented for the Board's consideration a resolution adopting the 2012-2013 fiscal year County-Wide budget. Commissioner Yeager motioned to adopt the proposed resolution. Commissioner McDaniel seconded the motion and it passed with 5 Commissioners voting yes, and 0 Commissioners voting no.

**RESOLUTION ADOPTING BUDGET #2012-23**

**WHEREAS**, the Board of County Commissioners of Gulf County, Florida, after due consideration for the needs of the people of said County, has ascertained the amount of funds required for a budget for the 2012-2013 fiscal year; and

**WHEREAS**, the Board of County Commissioners has given due notice as required by law, and held public hearings allowing all citizens a chance to be heard;

**NOW, THEREFORE, BE IT RESOLVED as follows:**

That the Board of County Commissioners of Gulf County, Florida does hereby adopt the budget as contained in Exhibit "A" attached hereto as the official budget for the fiscal year 2012-2013.

That copies of this Resolution containing said budget be spread upon the public records of Gulf County, Florida.

**THIS RESOLUTION ADOPTED** this the 24th day of September, 2012 by 5 Commissioners voting "yes" and 0 Commissioners voting "no".

(end)

**RESOLUTION 2012-24 ADOPTING ST. JOSEPH DEPENDENT FIRE CONTROL MILLAGE LEVY**

Clerk Norris presented for the Board's consideration a resolution setting for the millage levy of .4000 mills in the St. Joseph Dependent Fire Control District for fiscal year 2012-2013. Commissioner Yeager motioned to adopt the resolution. Commissioner McDaniel seconded the motion and it passed with 5 Commissioners voting yes, and 0 Commissioners voting no.

**RESOLUTION ADOPTING MILLAGE LEVY #2012-24**

**WHEREAS**, the Board of County Commissioners of Gulf County, Florida on this date intends to adopt a Resolution setting forth the budget for the St. Joseph Dependent Special Fire District for the fiscal year 2012-2013; and

**WHEREAS**, for the proper funding of said budget, it is necessary to levy an ad valorem tax upon the taxable property within the County;

**NOW, THEREFORE, BE IT RESOLVED as follows:**

That the Board of County Commissioners of Gulf County, Florida does hereby adopt a millage rate of .4000 for the St. Joseph Dependent Special Fire District.

That copies of this Resolution be spread upon the public records of Gulf County, Florida.

**THIS RESOLUTION ADOPTED** this the 24th day of September, 2012, by 5 Commissioners voting "yes" and 0 Commissioners voting "no".

(end)

**RESOLUTION 2012-25 ADOPTING ST. JOSEPH DEPENDENT FIRE CONTROL DISTRICT BUDGET**

Clerk Norris presented a resolution for the Board's consideration setting forth the 2012-2013 budget for the St. Joseph Dependent Fire Control District. Commissioner Yeager motioned to adopt the resolution as presented. Commissioner Smiley seconded the motion and it passed with 5 Commissioners voting yes, and 0 Commissioners voting no.

**RESOLUTION ADOPTING BUDGET #2012-25**

**WHEREAS**, the Board of County Commissioners of Gulf County, Florida, after due consideration for the needs of the people of said County, has ascertained the amount of funds required for a budget for the 2012-2013 fiscal year; and

**WHEREAS**, the Board of County Commissioners has given due notice as required by law, and has held public hearings allowing all citizens a chance to be heard;

**NOW, THEREFORE, BE IT RESOLVED** as follows:

The Board of County Commissioners of Gulf County, Florida, does hereby adopt the budget as contained in Exhibit "A" attached hereto as the official budget for the St. Joseph Dependent Special Fire District for the fiscal year 2012-2013.

That copies of this Resolution containing said budgets be spread upon the public records of Gulf County, Florida.

**THIS RESOLUTION ADOPTED** this the 24th day of September, 2012, by 5 Commissioners voting "yes" and 0 Commissioners voting "no".

(end)

**RESOLUTION 2012-26 ADOPTING TUPELO DEPENDENT SPECIAL FIRE CONTROL DISTRICT MILLAGE LEVY**

Clerk Norris presented a resolution to the Board for their consideration setting forth a millage levy of .5000 mills for the Tupelo Dependent Special Fire Control District. Commissioner Yeager motioned to adopt the resolution. Commissioner Smiley seconded the motion and it passed with 5 Commissioners voting yes, and 0 Commissioners voting no.

**RESOLUTION ADOPTING MILLAGE LEVY #2012-26**

**WHEREAS**, the Board of County Commissioners of Gulf County, Florida on this date intends to adopt a Resolution setting forth the budget for the Tupelo Dependent Special Fire District for the fiscal year 2012-2013; and



**WHEREAS**, for the proper funding of said budget, it is necessary to levy an ad valorem tax upon the taxable property within the County;

**NOW, THEREFORE, BE IT RESOLVED as follows:**

That the Board of County Commissioners of Gulf County, Florida does hereby adopt a millage rate of .5000 for the Tupelo Dependent Special Fire District.

That copies of this Resolution be spread upon the public records of Gulf County, Florida.

**THIS RESOLUTION ADOPTED** this the 24th day of September, 2012, by 5 Commissioners voting "yes" and 0 Commissioners voting "no".

(end)

**RESOLUTION 2012-27 ADOPTING TUPELO DEPENDENT SPECIAL FIRE CONTROL DISTRICT BUDGET**

Clerk Norris presented for the Board's consideration a resolution setting for the 2012-2013 budget for the Tupelo Dependent Special Fire Control District. Commissioner Yeager so moved. Commissioner Smiley seconded the motion and it carried with 5 Commissioners voting yes, and 0 Commissioners voting no.

**RESOLUTION ADOPTING BUDGET #2012-27**

**WHEREAS**, the Board of County Commissioners of Gulf County, Florida, after due consideration for the needs of the people of said County, has ascertained the amount of funds required for a budget for the 2012-2013 fiscal year; and

**WHEREAS**, the Board of County Commissioners has given due notice as required by law, and has held public hearings allowing all citizens a chance to be heard;

**NOW, THEREFORE, BE IT RESOLVED as follows:**

The Board of County Commissioners of Gulf County, Florida, does hereby adopt the budget as contained in Exhibit "A" attached hereto as the official budget for the Tupelo Dependent Special Fire District for the fiscal year 2012-2013.

That copies of this Resolution containing said budgets be spread upon the public records of Gulf County, Florida.

**THIS RESOLUTION ADOPTED** this the 24th day of September, 2012, by 5 Commissioners voting "yes" and 0 Commissioners voting "no".

(end)

**RESOLUTION 2012-28 ADOPTING OVERSTREET DEPENDENT SPECIAL FIRE CONTROL DISTRICT MILLAGE LEVY**

Clerk Norris presented for the Board's consideration a resolution setting forth the millage rate of .5000 mills for the Overstreet Dependent Special Fire Control District. Commissioner Smiley moved to adopt. Commissioner McDaniel seconded the motion and it passed with 5 Commissioners voting yes, and 0 Commissioners voting no.

**RESOLUTION ADOPTING MILLAGE LEVY #2012-28**

**WHEREAS**, the Board of County Commissioners of Gulf County, Florida on this date intends to adopt a Resolution setting forth the budget for the Overstreet Dependent Special Fire District for the fiscal year 2012-2013; and

**WHEREAS**, for the proper funding of said budget, it is necessary to levy an ad valorem tax upon the taxable property within the County;

**NOW, THEREFORE, BE IT RESOLVED** as follows:

That the Board of County Commissioners of Gulf County, Florida does hereby adopt a millage rate of .5000 for the Overstreet Dependent Special Fire District.

That copies of this Resolution be spread upon the public records of Gulf County, Florida.

**THIS RESOLUTION ADOPTED** this the 24th day of September, 2012, by 5 Commissioners voting "yes" and 0 Commissioners voting "no".

(end)

**RESOLUTION 2012-29 ADOPTING OVERSTREET DEPENDENT SPECIAL FIRE CONTROL DISTRICT BUDGET**

Clerk Norris presented for the Board's consideration a resolution setting forth the 2012-2013 budget for the Overstreet Dependent Special Fire Control District. Commissioner Yeager moved for adoption. Commissioner McDaniel seconded the motion and it passed with 5 Commissioners voting yes, and 0 Commissioners voting no.

**RESOLUTION ADOPTING BUDGET #2012-29**

**WHEREAS**, the Board of County Commissioners of Gulf County, Florida, after due consideration for the needs of the people of said County, has ascertained the amount of funds required for a budget for the 2012-2013 fiscal year; and

**WHEREAS**, the Board of County Commissioners has given due notice as required by law, and has held public hearings allowing all citizens a chance to be heard;

**NOW, THEREFORE, BE IT RESOLVED as follows:**

The Board of County Commissioners of Gulf County, Florida, does hereby adopt the budget as contained in Exhibit "A" attached hereto as the official budget for the Overstreet Dependent Special Fire District for the fiscal year 2012-2013.

That copies of this Resolution containing said budgets be spread upon the public records of Gulf County, Florida.

**THIS RESOLUTION ADOPTED** this the 24<sup>th</sup> day of September, 2012, by 5 Commissioners voting "yes" and 0 Commissioners voting "no".

(end)

**RESOLUTION 2012-30 ADOPTING HOWARD CREEK DEPENDENT SPECIAL FIRE CONTROL DISTRICT MILLAGE LEVY**

Clerk Norris presented for the Board's consideration a resolution setting forth the millage rate of .5000 mills for the Howard Creek Dependent Special Fire Control District for 2012-2013. Commissioner Yeager moved to adopt. Commissioner Smiley seconded the motion and it passed with 5 Commissioners voting yes, and 0 Commissioners voting no.

**RESOLUTION ADOPTING MILLAGE LEVY #2012-30**

**WHEREAS**, the Board of County Commissioners of Gulf County, Florida on this date intends to adopt a Resolution setting forth the budget for the Howard Creek Dependent Special Fire District for the fiscal year 2012-2013; and

**WHEREAS**, for the proper funding of said budget, it is necessary to levy an ad valorem tax upon the taxable property within the County;

**NOW, THEREFORE, BE IT RESOLVED as follows:**

That the Board of County Commissioners of Gulf County, Florida does hereby adopt a millage rate of .5000 for the Howard Creek Dependent Special Fire District.

That copies of this Resolution be spread upon the public records of Gulf County, Florida.

**THIS RESOLUTION ADOPTED** this the 24<sup>th</sup> day of September, 2012, by 5 Commissioners voting "yes" and 0 Commissioners voting "no".

(end)

**RESOLUTION 2012-31 ADOPTING HOWARD CREEK DEPENDENT SPECIAL FIRE CONTROL DISTRICT BUDGET**

Clerk Norris presented a resolution for the Board's consideration setting forth the 2012-2013 budget for the Howard Creek Dependent Special Fire Control District. Commissioner Yeager moved to adopt. Commissioner Smiley seconded the motion and it passed with 5 Commissioners voting yes, and 0 Commissioners voting no.

**RESOLUTION ADOPTING BUDGET #2012-31**

**WHEREAS**, the Board of County Commissioners of Gulf County, Florida, after due consideration for the needs of the people of said County, has ascertained the amount of funds required for a budget for the 2012-2013 fiscal year; and

**WHEREAS**, the Board of County Commissioners has given due notice as required by law, and has held public hearings allowing all citizens a chance to be heard;

**NOW, THEREFORE, BE IT RESOLVED as follows:**

The Board of County Commissioners of Gulf County, Florida, does hereby adopt the budget as contained in Exhibit "A" attached hereto as the official budget for the Howard Creek Dependent Special Fire District for the fiscal year 2012-2013.

That copies of this Resolution containing said budgets be spread upon the public records of Gulf County, Florida.

**THIS RESOLUTION ADOPTED** this the 24th day of September, 2012, by 5 Commissioners voting "yes" and 0 Commissioners voting "no".

(end)

**RESOLUTION 2012-32 ADOPTING MUNICIPAL SERVICE TAXING UNITS MILLAGE LEVY**

Clerk Norris presented a resolution for the Board's consideration setting forth the millage rates for the Municipal Service Taxing Unit. Commissioner Yeager motioned to adopt the M.S.T.U. Gulf Front millage levy at 6.6995 mills. Commissioner McDaniel seconded the motion and it passed with 5 Commissioners voting yes, and 0 Commissioners voting no. Commissioner Yeager moved to adopt the M.S.T.U. Gulf Interior millage levy at 3.5014 mills. Commissioner McDaniel seconded the motion and it passed with 5 Commissioners voting yes, and 0 Commissioners voting no.

**RESOLUTION ADOPTING MILLAGE LEVY #2012-32**

**WHEREAS**, the Board of County Commissioners of Gulf County, Florida on this date intends to adopt a Resolution setting forth the budget for the Municipal Service Taxing Units for fiscal year 2012-2013; and

**WHEREAS**, for proper funding of said budget, it is necessary to levy an ad valorem tax upon the taxable property within the County;

**NOW, THEREFORE, BE IT RESOLVED as follows:**

That the Board of County Commissioners of Gulf County, Florida does hereby adopt the following **voted debt service** millage rates for the Municipal Service Taxing Units:

Cape San Blas Gulfside	6.6995
Cape San Blas Gulfside Interior	3.5014

That copies of this Resolution be spread upon the public records of Gulf County, Florida.

**THIS RESOLUTION ADOPTED** this the 24th day of September, 2012 by 5 Commissioners voting "yes" and 0 Commissioners voting "no".

(end)

**RESOLUTION 2012-33 ADOPTING MUNICIPAL SERVICE TAXING UNIT BUDGET**

Clerk Norris presented for the Board's consideration a resolution setting forth the 2012-2013 budget for the Municipal Service Taxing Unit (M.S.T.U.). Commissioner Yeager moved to adopt. Commissioner McDaniel seconded the motion and it passed with 5 Commissioners voting yes, and 0 Commissioners voting no.

**RESOLUTION ADOPTING BUDGET #2012-33**

**WHEREAS**, the Board of County Commissioners of Gulf County, Florida, after due consideration for the needs of the people of said County, has ascertained the amount of funds required for a budget for the 2012-2013 fiscal year; and

**WHEREAS**, the Board of County Commissioners has given due notice as required by law, and has held public hearings allowing all citizens a chance to be heard;

**NOW, THEREFORE, BE IT RESOLVED as follows:**

The Board of County Commissioners of Gulf County, Florida, does hereby adopt the budgets as contained in Exhibit "A" attached hereto as the official budgets for the Municipal Service Taxing Units for the fiscal year 2012-2013.

That copies of this Resolution containing said budgets be spread upon the public records of Gulf County, Florida.

**THIS RESOLUTION ADOPTED** this the 24th day of September, 2012, by 5 Commissioners voting "yes" and 0 Commissioners voting "no".

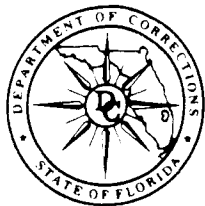
(end)

Commissioner Yeager noted the voted debt service for the M.S.T.U. will be paid off in this upcoming fiscal year. Chairman Williams commended the citizens within that taxing district.

There being no further business; upon motion by Commissioner McDaniel, and second by Commissioner Smiley, the meeting did then adjourn at 5:19 p.m., E.T.

**WILLIAM C. WILLIAMS, III  
CHAIRMAN**

**ATTEST:  
REBECCA L. NORRIS  
CLERK**



FLORIDA  
DEPARTMENT of  
CORRECTIONS

Governor  
**RICK SCOTT**

Secretary  
**KENNETH S. TUCKER**

An Equal Opportunity Employer

501 South Calhoun Street • Tallahassee, FL 32311

<http://www.dc.state.fl.us>

September 27, 2012

William C. Williams, III, Chairman  
Gulf County Board of County Commissioners  
1000 Cecil G. Costin Senior Blvd.  
Port St. Joe, Florida 32456  
(850) 227-1115

Dear Chairman Williams:

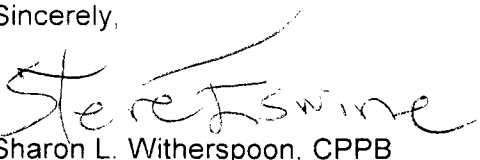
Enclosed for signature are two (2) originals of Agreement A2941 between the Florida Department of Corrections, APPRISS Inc. (service provider), and Gulf County Board of County Commissioners. The Agreement is for five (5) years, and will begin on the date signed by both parties. In the event the Agreement is signed by parties on different dates, the latter date shall control.

Please provide your signature/date on both originals of the enclosed Agreement and **return both Agreement originals** to this office at the address provided below, via Express Mail, within **five (5) working days** after receipt for further processing. Once the Agreement has been executed by the Department, one (1) executed original of the Agreement will be provided to you for your records.

Sharon L. Witherspoon, CPPB  
Florida Department of Corrections  
501 South Calhoun Street, Room 317  
Tallahassee, Florida 32399-2500

If there are any questions, please call me at (850) 717-3674.

Sincerely,

*for* 

Sharon L. Witherspoon, CPPB  
Government Operations Consultant II  
Bureau of Procurement and Supply

Enclosure

2012 OCT -3 AM 10: 04  
OFFICE OF THE SECRETARY  
FLORIDA DEPARTMENT OF CORRECTIONS  
TALLAHASSEE, FLORIDA 32399-2500

**BCC APPROVED**

DATE \_\_\_\_\_ D.C. \_\_\_\_\_

**MEMORANDUM OF AGREEMENT  
VICTIM NOTIFICATION SERVICE NETWORK  
BY AND BETWEEN  
THE FLORIDA DEPARTMENT OF CORRECTIONS  
AND  
GULF COUNTY BOARD OF COUNTY COMMISSIONERS**

**PARTIES TO THIS MEMORANDUM OF AGREEMENT**

This Memorandum of Agreement is between the Gulf County Board of County Commissioners (hereinafter referred to as "Participating Entity") and the Florida Department of Corrections ("Department"), which are parties hereto.

**WITNESSETH**

WHEREAS, the Florida Legislature, in the 2012 Legislative Session required the Department to continue the statewide victim notification and information service in an effort to provide automated offender information and notification to all victims of crime when an offender is released or escapes;

WHEREAS, the Department entered into Contract #C2753 with APPRISS, INC. ("Service Provider") effective October 1, 2012 pursuant to Single Source #SS-11-DC-022 authorized in accordance with Section 287.057(3)(c), Florida Statutes, to develop, implement and support a statewide victim notification and information service (hereinafter referred to as the "Service"). This service is available to victims of crime and the general public, twenty-four (24) hours a day, seven (7) days a week, three hundred sixty-five (365) days a year;

WHEREAS, the Participating Entity is a member of the State of Florida Criminal Justice System and, as such, desires to participate in the Service; and

WHEREAS, this Memorandum of Agreement is entered into to establish the respective roles and responsibilities of Participating Entity with the Department in the Service.

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual terms and conditions set forth below, the parties agree as follows:

**I. TERM OF AGREEMENT**

This Memorandum of Agreement shall begin on the date of last signature by the parties and shall be co-terminus with the October 1, 2012 Contract, #C2753, between the Department and the Service Provider unless terminated earlier under the provisions of this Memorandum of Agreement.

**II. EFFECT OF OTHER AGREEMENTS**

Contract #C2753 is incorporated herein as if fully stated and all terms and conditions thereof where applicable, shall apply to this Memorandum of Agreement.



### III. LICENSE FEES

- A. Pursuant to the authority granted to the Department in Contract #C2753, the Contractor shall grant a non-exclusive, non-transferable license to the Department which will grant permission to Participating Entity to use VINEWATCH software for the duration of this Agreement. The Participating Entity's participation shall be governed by the terms of Contract #C2753.
- B. The Participating Entity understands and agrees that license fees payable to the Service Provider for services rendered to the Department and Participating Entity are under Contract #C2753. The fees consist of start-up costs, if applicable, for a Participating Entity, and annual maintenance fees. The fees will be paid by the Department from the effective date of this Memorandum of Agreement through the date of expiration of the term of this Memorandum of Agreement as described in Section I herein, or as specified in Section III., C.
- C. The Department reserves the right to request payment of maintenance fees from the Participating Entity should the Department not receive annual appropriation by the Legislature. As consideration for their continued participation in the Service, the Participating Entity would be responsible for the maintenance fee, or may choose to discontinue the service.

### IV. OBLIGATIONS OF PARTICIPATING ENTITY

- A. The Participating Entity shall coordinate with the Service Provider in development, installation, connection, if applicable, and continued support, of the system data interface necessary to extract data required for the system. This includes, but is not limited to, assistance with local network connectivity, physical site access for equipment installation and maintenance, and programming to create data extract files.
- B. The Participating Entity shall be responsible for any additional charges incurred from either internal MIS staff or third party vendors for programming necessary to create extract files from existing automated systems.
- C. If the Participating Entity installs a new, or changes an existing, booking system after the initial interface has been implemented, if applicable, additional programming charges may apply for work required by the Service Provider to program and test the new interface and will be the responsibility of the Participating Entity. These charges are in addition to any charges that may be applied by the Participating Entity's MIS staff or third party vendor responsible for the new booking system.
- D. The Service Provider will install a computer or provide another form of connectivity (hereinafter referred to as "VINE Gateway") at the Participating Entity where it is needed for the interface. The purpose of the VINE Gateway is to obtain offender information from the site and transmit it to the National Operations Center.
  - 1) The VINE Gateway should not be used for any other purposes by the site's staff. Other usage of the computer by staff beyond the indicated purpose may cause loss of data or interfere with data collection. In such cases, the Participating Entity will be responsible for any anomaly in the data or the interruption in the Service.

- 2) Any damage to a VINE Gateway resulting from Participating Entity usage for purposes other than the VINE interface will void all warranties on the equipment. Replacement and/or repair of equipment as the result of agency staff misuse will be the responsibility of the Participating Entity.

**V. AGREEMENT MANAGEMENT**

**A. Department’s Agreement Administrator**

The Chief, Bureau of Contract Management and Monitoring, is designated Agreement Administrator for the Department and is responsible for maintaining the official Agreement file, processing any amendments or termination of the Agreement and for maintaining records of all formal correspondence between the Department and the Participating Entity regarding administration of the Agreement.

The name, address and telephone number of the Department’s Agreement Administrator is:

Chief, Bureau of Contract Management and Monitoring  
 Department of Corrections  
 501 South Calhoun Street  
 Tallahassee, Florida 32399-2500  
 (850) 717-3961 (telephone)  
 (850) 488-7189 (facsimile)

**B. Agreement Managers**

The parties have identified the following individuals as Agreement Managers. These individuals are responsible for enforcing performance of the Agreement terms and conditions and shall serve as Agreement Managers regarding issues arising out of this Memorandum of Agreement.

**FOR THE DEPARTMENT**

Gilbert Barnes, Correctional Program Administrator  
 Bureau of Community Programs/Victim Services  
 501 South Calhoun Street  
 Tallahassee, Florida 32399-2500  
 (850) 717-3123 (telephone #)  
 (850) 487-3476 (fax #)  
[barnes.gilbert@mail.dc.state.fl.us](mailto:barnes.gilbert@mail.dc.state.fl.us) (e-mail)

**FOR THE PARTICIPATING ENTITY**

William C. Williams, III, Chairman  
 Gulf County Board of County Commissioners  
 1000 Cecil G. Costin Senior Blvd.  
 Port St. Joe, Florida 32456  
 (850) 227-1115 (telephone)  
 (850) 227-2097 (facsimile)  
[commissioner3@gulfcounty-fl.gov](mailto:commissioner3@gulfcounty-fl.gov) (e-mail)

**VI. REVIEW AND MODIFICATION**

- A. Upon request of either party, both parties will review this Agreement annually in order to determine whether its terms and conditions are still appropriate. The parties agree to renegotiate terms and conditions hereof if it is mutually determined that significant changes in this Agreement are necessary. There are no obligations to agree by either party.
- B. Modifications to the provisions of this Agreement, with the exception of Section V, Agreement Management, shall be valid only through execution of a formal written amendment to the Agreement.

**VII. TERMINATION**

This Agreement may be terminated at any time upon the mutual consent of both parties or unilaterally by either party upon no less than thirty (30) calendar days' notice. Notice shall be delivered by certified mail (return receipt requested).

IN WITNESS THEREOF, the parties hereto have caused this Agreement to be executed by their undersigned officials as duly authorized.

**GULF COUNTY BOARD OF COUNTY COMMISSIONERS**

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

NAME: William C. Williams, III

TITLE: Chairman

DATE: \_\_\_\_\_

**DEPARTMENT OF CORRECTIONS**

Approved as to form and legality, subject to execution.

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

SIGNED BY: *Jennifer A. Parker*

NAME: Kenneth S. Tucker

NAME: Jennifer A. Parker

TITLE: Secretary  
Department of Corrections

TITLE: General Counsel  
Department of Corrections

DATE: \_\_\_\_\_

DATE: 9/24/12

**BOARD OF COUNTY COMMISSIONERS  
GULF COUNTY, FLORIDA  
FIRE COORDINATOR**

Brad Price

1000 CECIL G. COSTIN SR. BLVD., ROOM 310, PORT ST. JOE, FLORIDA 32456  
PHONE (850)229-6106 • FAX (850) 229-9252 • EMAIL: bprice@gulfcounty-fl.gov  
DATE AND TIME OF MEETINGS • SECOND AND FOURTH TUESDAY AT 6:00 P.M., E.T.

To: BOCC  
From: Brad Price

It is my recommendation to the Board to accept Bid #1112-26 Gulf County Fire Apparatus Maintenance, Inspection and Testing Specifications, accepting this bid will reduce the cost to the county for routine maintenance and prevent future breakdowns.

If the Board has any questions please call me @ 850-227-8353

Thank you,  
Brad Price

FILED FOR RECORD  
REBECCA L. JEFFERS  
CLERK OF CIRCUIT COURT  
2012 OCT -2 PM 12:47

**BCC APPROVED**

DATE \_\_\_\_\_ D.C. \_\_\_\_\_

10/1/12 dk

CARMEN L. McLEMORE  
District 1

WARD McDANIEL  
District 2

BILL WILLIAMS  
District 3

TAN SMILEY  
District 4

WARREN YEAGER  
District 5

**GULF COUNTY FIRE APPARATUS MAINTENANCE,  
INSPECTION AND TESTING  
SPECIFICATIONS  
BID NO. 1112-26**

**42**

The Gulf County Board of Commissioners is seeking qualified companies or certified emergency vehicle technicians, to submit bids to conduct Yearly NFPA/DOT inspections, Servicing (PM) and Fire Apparatus Pump testing. These bids must meet all the listed requirements and will be on a truck by truck basis. All required inspection, servicing and testing will be performed on-site (at the respective stations) within Gulf County, Florida. All bids will be required to provide all cost of services for all equipment listed in order to be considered to be awarded this bid.

Proposals should be sealed will be accepted until 4:30 p.m., E.T., on Friday, September 21, 2012 at the Gulf County Clerk's Office, 1000 Cecil G. Costin Sr., Blvd., Port St. Joe, Florida 32456. The proposals will be opened at the same location on Monday, September 24, 2012 at 10: 00 a.m., E.T.

The Gulf County Board of County Commissioners reserves the right to reject any or all proposals.

Further information can be obtained by contacting Brad Price, Fire Coordinator, at (850) 229-6106.

Gulf County is an Equal Opportunity Employer and a Drug-Free Workplace.

**REQUIREMENTS:**

1. All work will be completed by ASE/EVT certified technicians. (Certification to be provided with bid documents)
2. Inspections will include all take off equipment and generators.
3. All work will be conducted on-site, at the Fire Station.
4. Gulf County will receive two copies of all inspection(s) and testing, upon completion. One copy will be delivered to the Gulf County BOCC HR/RM, 1000 Cecil G. Costin Sr., Blvd. and one will be left with the Fire Department.
5. All fire pump testing must be done with clean fresh water, from a mobile testing trailer. Testing will be completed in accordance with the guidelines of NFPA: 1911
6. All testing, inspection and servicing will meet NFPA requirements per -1911
7. All Chassis inspections will meet DOT inspection requirements.
8. All out-of-service maintenance defects will be immediately reported to the Gulf County BOCC HR/RM Department, 1000 Cecil G. Costin Sr., Blvd., Port St. Joe, FL., 32456 and to the Fire Chief of the respective Fire Dept. Chief.
9. All waste oil/filters and trash will be removed from station at completion of repair or service. The station floor and unit will be left clean.
10. Any testing, servicing or inspection will be scheduled with the fire department.
11. Any non-PM repair work will require pre-approval of Fire Dept. Chief.
12. All billing will be sent to Gulf County within 30 days of completion, including all costs associated with each trip delineated by each individual departmental cost.
13. The contractor must provide any and all tools required for the job.

**42**

- sheets, forms or documentation that will be used in conjunction with this contract)
15. All brake inspections will be performed by a qualified brake inspector. (See Qualification of brake inspector, attached)
  16. Contractor will be required to show proof of carrying Workers Compensation Insurance. Gulf County will not be held liable for injuries to contractor or employees while apparatus are being tested, serviced or repaired. (Certification to be provided with bid documents)
  17. Minimum Insurance requirements: \$1,000,000.00, to include emergency vehicle endorsement)

**COST OF SERVICES:**

1. Per Hour Labor Rate: \$85.00 PER HOUR.
2. Mileage Trip Charge: ~~\$85.00~~ PER TRIP \$50.00
3. After Hours Call Out Fee (emergency breakdown): NONE IF MAINTAINING UNITS THROUGH YEAR.
4. Overtime Fee: NONE IF MAINTAINING UNITS THROUGH YEAR.
5. Parts Discount (if any): ~~10%~~
6. Pump Test Cost per Unit: \$235.00 PER UNIT.
7. Flat Rate Full PM Cost:
  - a. Class A Pumper: \$975.00
    - i. List what is included in the flat rate charge:
 

OIL FILTERS, FUEL FILTERS, COOLANT FILTER - GREASES - LUBES - COMPLETE NFPA/DOT INSPECTION AND P.M. SERVICE FIRE PUMP - GEAR BOX - (LUBE NOT INCLUDED). WHEEL END INSPECTION - FOAM SYS (NOT CAFS).
  - b. Aerial: \$1350.00
    - i. List what is included in the flat rate charge:
 

SAME AS ABOVE, WITH SADDLE SERVICE, INSPECTION.
  - c. Tanker (Under 500 gpm): \$800.00
    - i. List what is included in the flat rate charge:
 

SAME AS ABOVE
  - d. Tanker (750 gpm or More gpm): \$935.00
    - i. List what is included in the flat rate charge:
 

SAME AS ABOVE.

i. List what is included in the flat rate charge:  
oil filter - spark plug - operational check - wash  
 \_\_\_\_\_  
 \_\_\_\_\_

f. Squad Trucks: \$500.00  
 i. List what is included in the flat rate charge:  
same as engine  
 \_\_\_\_\_  
 \_\_\_\_\_

g. Brush Units: \$450.00  
 i. List what is included in the flat rate charge:  
Same as Engine - Pony engines extra  
 \_\_\_\_\_  
 \_\_\_\_\_

8. 9-Month Inspection Charge per Vehicle: \$150.00 per unit including parts and labor. 5 unit minimum - or mileage and labor applies.  
PARTS NOT INCLUDED.

**SERVICE INTERVAL:**

1. Full PM - Annually
2. Fire Pump Test - Annually
3. Repair Work: As Required (Must be Pre-Approved by Fire Chief)

FILED FOR RECORD  
REDEVELOPMENT  
CLEANUP DISTRICTS  
CITY OF HOUSTON  
2017 SEP 26 11 35 50

# BID TABULATION SHEET

**BID #1112-26**

**PROJECT: Gulf County Fire Apparatus  
Maintenance, Inspection & Testing**

COMPANY NAME	Base Bid	Parcel #
First In Service, LLC	Various	

*Drew Hayes* 9/24/2012  
Deputy Clerk Date

*Dynn Panier* 9/24/2012  
BCC Representative Date



# GULF COUNTY ASSET / INVENTORY ACTIVITY FORM

**46**

Initiating Department: GCBOCC - Administration

Check type of Activity below:

Asset Acquisition

Asset Purchase \_\_\_\_\_

Amount	Invoice#	Invoice Date	Vendor Name
Attach a copy of this form to the invoice when submitting to the Clerk's Office for payment			

Asset Donation \_\_\_\_\_

Donation From	Asset Description	Value
---------------	-------------------	-------

Improvement to Existing Asset \_\_\_\_\_

Describe the Need For and Description Of the Improvement, Attach a copy if necessary

Asset Transfer To

Receiving Department -- Name 911

Surplus (useable condition but no longer needed by Department)

Asset Disposal

<input type="checkbox"/> Retired (check reason) <input type="checkbox"/> Sold <input type="checkbox"/> Trade-in <input type="checkbox"/> Donate <input type="checkbox"/> Return to other Government	Retirement Reason: <input type="checkbox"/> Obsolete / No longer needed <input type="checkbox"/> Non-Repairable <input type="checkbox"/> Repair Not Cost Effective <input type="checkbox"/> Cannibalized <input type="checkbox"/> Other	
---	---	--

FILED FOR RECORDS  
 RECORDS MANAGEMENT  
 CLERK OF CIRCUIT COURT  
 GULF COUNTY, FLORIDA  
 2012 OCT -3 AM 10:03

Enter Information for Asset/Inventory Activity checked above (Use Attachment if needed)			
Department/Location	Asset Tag #	Description	Serial Number
15-24	4330	Vertex mobile Radio - Search + Rescue	8H251082
15-25	4331	Vertex Mobile Radio - Search + Rescue	8H250839

Enter Information for Vehicles, Heavy Equipment, Trailers (Use Attachment if needed)			
Vehicle Tag Number	Year, Make Model	Vehicle Identification No.	Odometer Miles

Other Information :

---

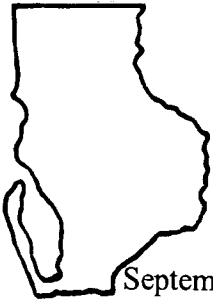


---

<p style="text-align: center;"><b>Department / Location Approval</b></p> <p style="font-size: small;">Forms not properly signed or incomplete forms will be returned to the Department</p> <p style="font-size: x-large; font-family: cursive;">Dynn Parier</p> <p style="text-align: center;">Department Head Signature *</p> <p style="text-align: right; font-size: x-large;">9/27/12</p> <p style="text-align: right;">Date</p> <p style="font-size: small;">* As Department Head/Custodian, I understand that I am responsible for keeping track of the property under my custodianship and for locating and showing all property to the county auditor during the annual audit of the Capital Assets.</p>	<p style="text-align: center;"><b>Board of County Commissioners Consent Agenda Approval</b></p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Date</p> <p style="font-size: small;">Approval must be obtained <u>before</u> transferring, disposing, or accepting an asset. Submit the completed form to the Clerk's Office for inclusion in the Board's Consent Agenda.</p>
---	--

Office of the Clerk of Circuit Court		
Asset Tag# _____	Asset Record Updated _____	Copy Returned to Department _____

**46**  
10/12/12 LL



September 19, 2012

KESLEY COLBERT

**Gulf County Property Appraiser**

1000 Cecil G. Costin, Sr. Blvd., Room 110  
Port St. Joe, Florida 32456  
Phone (850) 229-6115

2012 SEP 19 PM 2:38

FILED FOR RECORD  
RECORDS SECTION  
CLERK OF COUNTY COURT  
PORT ST. JOE, FLORIDA

Board of County Commissioners  
Gulf County Courthouse  
Port St Joe Fl 32456

Dear Board Members,

Please remove the following from our inventory list.

Location number	Description	Acquisition Date
80-98	HP Computer	04/04/2001

This was not on our list we submitted September 7, 2012. We are sorry for any inconvenience this may have caused.

Thank you for your assistance in this matter.

Respectfully,

Kesley Colbert

**BCC APPROVED**

DATE \_\_\_\_\_ D.C. \_\_\_\_\_



RICK SCOTT  
GOVERNOR

Better Health Care for all Floridians

ELIZABETH DUDEK  
SECRETARY

Ms. Darla Lyle  
Gulf County Clerks Office  
1000 Cecil G. Costin Sr. Blvd.  
Port St Joe, FL 32456

FILED FOR RECORD  
REBECCA L. MORRIS  
CLERK OF COUNTY COURT  
GULF COUNTY, FLORIDA  
2012 OCT -2 PM 10:32

October 2, 2012

Dear Sir or Madam:

This document shall serve as a formal invoice for the purpose of billing for Medicaid payments, which are outlined in the transfer agreement executed between the Agency for Health Care Administration and Gulf County. You are being billed the amount of \$ 104,401 for the 1<sup>st</sup> quarter of State Fiscal Year 2012-13, pursuant to House Bill 5001, the General Appropriations Act of 2012-2013.

In an effort to increase our efficiency and decrease the turn times on payments we are requesting that you please notify us when you are sending your payments. This will allow us to release payment to providers in a timely manner. Please notify us via email at [Bill.Perry@ahca.myflorida.com](mailto:Bill.Perry@ahca.myflorida.com) or [Lecia.Behenna@ahca.myflorida.com](mailto:Lecia.Behenna@ahca.myflorida.com).

Please submit your payment with a copy of this invoice to the following address:

Agency for Health Care Administration  
Medicaid Program Analysis  
Attn: Ms. Lecia Behenna  
2727 Mahan Drive  
Building 3, Mail Stop 21  
Tallahassee, FL 32308

FILED FOR RECORD  
REBECCA L. MORRIS  
CLERK OF COUNTY COURT  
GULF COUNTY, FLORIDA  
2012 OCT -9 AM 10:06

Should you have questions regarding this matter or need technical assistance, please contact me at (850) 412-4130.

Sincerely,

Lecia M. Behenna  
Regulatory Analyst Supervisor

APPROVED FOR PAYMENT  
Date 10/3/12 On OK  
# 51161-82000

10/1/12 OK

BCC APPROVED

Reference:

DATE \_\_\_\_\_ D.C. \_\_\_\_\_

2727 Mahan Drive, MS#21  
Tallahassee, Florida 32308



Visit AHCA online at  
[AHCA.Myflorida.com](http://AHCA.Myflorida.com)

**FLORIDA  
MEDICAID**  
A Division of the Agency for Health Care Administration  
*Better Health Care for all Floridians*

RICK SCOTT  
GOVERNOR

ELIZABETH DUDEK  
SECRETARY

Ms. Darla Lyle  
Gulf County  
1000 Cecil G. Costin, Sr Blvd  
Port St. Joe, FL 32456

APPROVED FOR PAYMENT

Date 9/26/12 D.H. LF  
Acct. # 51161-82000

September 26, 2012

Dear Sir or Madam:

This document shall serve as a formal invoice for the purpose of billing for Medicaid payments, which are outlined in the transfer agreement executed between the Agency for Health Care Administration and Gulf County. You are being billed the amount of \$ 72,192 for the 1<sup>st</sup> quarter of State Fiscal Year 2012-13, pursuant to House Bill 5001, the General Appropriations Act of 2012-2013.

In an effort to increase our efficiency and decrease the turn times on payments we are requesting that you please notify us when you are sending your payments. This will allow us to release payment to providers in a timely manner. Please notify us via email at [Bill.Perry@ahca.myflorida.com](mailto:Bill.Perry@ahca.myflorida.com) or [Lecia.Behenna@ahca.myflorida.com](mailto:Lecia.Behenna@ahca.myflorida.com).

Please submit your payment with a copy of this invoice to the following address:

Agency for Health Care Administration  
Medicaid Program Analysis  
Attn: Ms. Lecia Behenna  
2727 Mahan Drive  
Building 3, Mail Stop 21  
Tallahassee, FL 32308

2012 OCT 1 10 01 PM '12  
STATE OF FLORIDA  
AGENCY FOR HEALTH CARE ADMINISTRATION

Should you have questions regarding this matter or need technical assistance, please contact me at (850) 412-4130.

Sincerely,

Lecia M. Behenna  
Regulatory Analyst Supervisor

**BCC APPROVED**

GATE \_\_\_\_\_ D.C. \_\_\_\_\_

Reference:

2727 Mahan Drive, MS#21  
Tallahassee, Florida 32308



Visit AHCA online at  
[AHCA.Myflorida.com](http://AHCA.Myflorida.com)

10/9/12 LL

FILED FOR RECORD  
RECEIVED  
OFFICE OF COUNTY CLERK  
2012 OCT -2 11:19:04



# Gulf County, Florida INVOICE

Consulting/Agency Services for Month of  
September, 2012: \$1,600

Please remit to:

Combined Insurance Services, Inc.  
2704 North 12<sup>th</sup> Avenue  
Pensacola, FL 32503

Don Butler 21111 - 34000  
Approval: Don Butler, Chief Administrator

**BCC APPROVED**

DATE \_\_\_\_\_ D.C. \_\_\_\_\_

ACCT. # 21111 - 34000



All About Florida

2012 OCT -3 11:19:04  
FAC 09 5 03 1030882  
CHRISTOPHER L. HOLLEY  
EXECUTIVE DIRECTOR  
OFFICE OF COUNTY GOVERNMENT  
FLORIDA ASSOCIATION OF COUNTIES

**MEMORANDUM**

**BRYAN DESLOGE**  
President  
County

**KEN WELCH**  
President  
County

**GROVER ROBINSON**  
President  
County

**DOUG SMITH**  
President  
County

**CHRISTOPHER L. HOLLEY**  
Executive Director

**TO:** County Administrators  
County Budget Officers

**FROM:** Chris Holley  
Executive Director

**DATE:** September 5, 2012

**DUES:** Dues for FY2012-13

Enclosed please find an invoice that includes an amount for your county's membership dues to the Florida Association of Counties for fiscal year 2012-13. Recognizing the difficulties faced by all of our members, the FAC Board voted unanimously in June 2012 to hold dues steady rather than follow the by-laws automatic increase of 4 percent. This will mark the sixth consecutive year that dues have not increased.

We greatly appreciate your continued support of the Association. We look forward to serving you and your county in the coming year. Should you require any additional information, please contact me.

Attachments

**BCC APPROVED**  
DATE \_\_\_\_\_ D.C. \_\_\_\_\_

**INVOICE**

**GULF**

**Terms: Due and payable November 1, 2012**

---

---

**For: FAC Membership Dues  
November 1, 2012 thru October 31, 2013**

**\$ 1,904.00**

**Please make checks payable to:  
FLORIDA ASSOCIATION OF COUNTIES, INC.  
100 South Monroe Street  
Tallahassee, FL 32301  
*\*\*Please note address change*  
Phone: 850-922-4300**

**BCC APPROVED**  
DATE \_\_\_\_\_ D.C. \_\_\_\_\_

FY12-13  
APPROVED FOR PAYMENT  
Date 10-1-12 O.H. U  
Acct. # 21111-54200

**52**

10-9-12 U

Lynn Lanier

From: KMurphy702@aol.com  
Sent: Thursday, September 27, 2012 5:41 PM  
To: llanier@gulfcounty-fl.gov  
Subject: (no subject)

2012 OCT -3 PM 10: 06  
FEDERAL BUREAU OF INVESTIGATION  
U.S. DEPARTMENT OF JUSTICE  
FBI - PORT ST. JOE, FLORIDA

September 28, 2012

Board of County Commissioners  
Gulf County Court House  
Port St. Joe, FL 32456

Taping County Commissioners Meetings for August 2012 and September 2012.

Editing and Broadcast over Gulf Television.

Amount due for August 2012	\$1,350.00 <i>pd</i>
Amount due for September 2012	\$1,350.00
 Total due	 \$ 2,700.00

Thanks

Ken Murphy  
P.O. Box 911  
Port St. Joe, FL 32457

APPROVED FOR PAYMENT  
Date 10-1-12 D. LL  
Amount 27452-34000

BCC APPROVED  
DATE \_\_\_\_\_ D.C. \_\_\_\_\_





**Life Management Center**  
Of Northwest Florida Inc.

FILED FOR RECORD  
REBECCA L. NORRIS  
CLERK OF CIRCUIT COURT  
GULF COUNTY, FLORIDA  
2012 SEP 21 PM 2: 19

September 20, 2012

Rebecca L. Norris  
Gulf County Clerk of Circuit Court  
1000 Cecil G. Costin, Sr. Blvd., Room 148  
Port Saint Joe, Florida 32456-1648

Dear Ms. Norris,

Enclosed is the July 2012 billing for Baker Act services provided to Gulf County residents. This billing is itemized as follows:

~~FILED FOR RECORD  
REBECCA L. NORRIS  
CLERK OF CIRCUIT COURT  
GULF COUNTY, FLORIDA  
2012 OCT 31 PM 11: 39~~

<u>BATCH</u>	<u>AMOUNT</u>
121301	\$1,356.93

If you have any questions, please call me at (850) 522-4485, extension #1108.

Sincerely,

Pat Lee, Fiscal Assistant

PL/  
Enclosures

**APPROVED FOR PAYMENT**

Date 10-1-12 D.H. LL

Acct # 51363-31300

**BCC APPROVED**

DATE \_\_\_\_\_ D.C. \_\_\_\_\_

10/9/12 LL





**Life Management Center**  
Of Northwest Florida Inc.

~~FILED FOR RECORD  
REBECCA L. MORRIS  
CLERK OF CIRCUIT COURT  
GULF COUNTY, FLORIDA  
2012 OCT 31 PM 11:29~~

**AFFIDAVIT OF BAKER ACT BILLING**

**STATE OF FLORIDA  
BAY COUNTY**

Before me personally appeared Edwin R. Ailes, who after being first duly cautioned and sworn, deposes and says:

1. I am the Executive Director for Life Management Center of Northwest Florida, Inc. in Gulf County.
2. I am familiar with the Baker Act billing procedures.
3. This affidavit is for billing of Batch No. 121301, Patient Numbers: 11355868, 11306378, and 11292339.
4. Based upon information provided to the Affiant by the patients represented in the above listed Batch No., the Affiant reasonably believes the patients to be indigent residents of Gulf County, Florida.
5. That the foregoing is a just and true statement to the best of my knowledge and belief.

FILED FOR RECORD  
REBECCA L. MORRIS  
CLERK OF CIRCUIT COURT  
GULF COUNTY, FLORIDA  
2012 SEP 21 PM 2:19

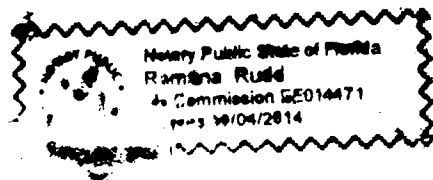
**FURTHER AFFIANT SAITH NOT.**

**LIFE MANAGEMENT CENTER OF  
NORTHWEST FLORIDA, INC.**

By:   
Edwin R. Ailes  
Chief Executive Officer

SWORN and subscribed before me this 19<sup>th</sup> day of September,  
by Edwin R. Ailes, LMFT who is personally known to me.

Ramona Rudd  
Notary Public at Large-Florida





PHYSICIAN SERVICES

11. Name Robert Hamm M.D.

12. List date the following Professional Services were provided, for which you are requesting reimbursement above:

Telephone conversation to determine appropriateness of admission.

--	--	--	--	--	--

Face to face evaluation without admission

--	--	--	--	--	--

First opinion on involuntary hospitalization

--	--	--	--	--	--

Second opinion on involuntary hospitalization

--	--	--	--	--	--

Inpatient Service      Date Admitted

07	06	13
----	----	----

Inpatient Service      Date Released

07	09	10
----	----	----

Total Physician units of service

03
----

1. I certify that these services were provided without consideration of race, color or national origin of the patient and in accordance with the Florida Mental Health Act and its rules and regulations.

2. I certify that I have completed true and accurate notes and records which verify that the treatment as claimed was provided. I have entered such notes and records in the hospital medical records for review and audit to be conducted by persons authorized by the Department of Health and Rehabilitative Services, Life Management Center of North West Florida, Inc., District II-A, etc.

3. I understand that payment and satisfaction of this claim will be from state and county funds, and that any false claims, statements or documents, or concealment of a material fact may be prosecuted under applicable laws.

Signature of Professional Providing Services

CSU / HOSPITAL SERVICES

13. Facility Name: Life Management Center, Crisis Stabilization Unit

Address: 525 East 15<sup>th</sup> Street, Panama City, FL 32405

14. Total CSU / Hospital days

03
----

CSU / Hospital Per Diem Rate

385	00
-----	----

15. Third Party Payment

--	--	--	--	--	--

16. Discharge Status:

VOLUNTARY

INVOLUNTARY

17.

I Robert Hamm

Name

Title

certify that the above hospital

Services were performed.



**Life Management Center**  
Of Northwest Florida Inc.

**AFFIDAVIT OF BAKER ACT BILLING**

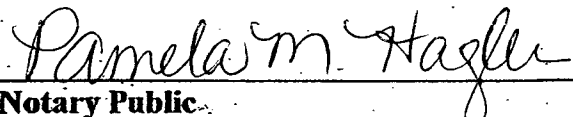
**STATE OF FLORIDA  
COUNTY OF BAY**

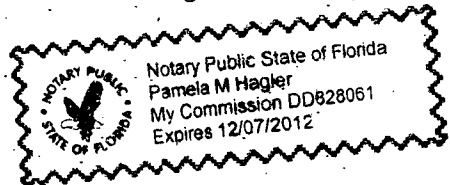
**BEFORE ME** personally appeared **Kenneth L. Chisholm, LMHC**, being first duty cautioned and sworn, who deposes and says:

1. I am the Crisis Stabilization Unit/Emergency Services Program Director for Life Management Center of Northwest Florida, Inc. I am authorized to execute this Affidavit, and I am familiar with the Baker Act billing procedure.
2. That the Baker Act billing to Gulf County is for Crisis Stabilization Unit services rendered only to residents of said County who are indigent.
3. That the foregoing is a just and true statement.
4. This Affidavit is for billing of Patient Number 11355868.

By:   
**Kenneth L. Chisholm, LMHC**  
**Crisis Stabilization Unit/Emergency Services Program Director**

Sworn and subscribed before me this 22nd day of August, 2012  
by Kenneth Chisholm, LMHC, who is **PERSONALLY KNOWN TO ME.**

  
Notary Public



LIFE MANAGEMENT CENTER OF NORTH WEST FLORIDA, INC.

BILLING FORM FOR SERVICES PROVIDED UNDER THE FLORIDA MENTAL HEALTH ACT (BAKER ACT)

60

INSTRUCTIONS: One form must be submitted for every eligible patient served for whom reimbursement is requested. Each item on this side must be completed along with all appropriate items on the second page.

1. Patient's Name [Redacted] Last [Redacted] First [Redacted] Middle Initial [Redacted]

2. Address [Redacted] Street [Redacted] City [Redacted] County Gulf State FL Zip Code [Redacted]

3. Batch 121301

4. Patient Number 11306378

5. Number of people in the patient's household. 3

6. Gross annual income available to the patient (including earned income from other household members if their income is available to patient and all other income such as social security benefits, dividends, support payments, pensions. [Redacted]

7. List the source of the combined gross annual income for all members counted in Item 5, if their income is available to the patient, and place total in item 6 above.

Source

Amount / Year

[Redacted Source]

[Redacted Amount / Year]

8. Does the patient have insurance to cover any part of the service? [X] NO [ ] YES

9. Has Insurer been billed? [X] NO [ ] YES

10. I certify that the financial information provided in items, 5, 6, and 7 is correct to the best of my knowledge. I also certify that I am a resident of Bay error County.

[Redacted Signature]

Gulf

Signature of the patient or other appropriate individual

RECEIVED 8/28/12

FILED FOR RECORD REBECCA L. NORRIS CLERK OF CIRCUIT COURT GOVT. BUILDING, PANAMA CITY, FL 32301 2012 SEP 21 PM 2:19

PHYSICIAN SERVICES

11. Name Juan C. Rodriguez MD

12. List date the following Professional Services were provided, for which you are requesting reimbursement above:

Telephone conversation to determine appropriateness of admission.

--	--	--	--	--	--

Face to face evaluation without admission

--	--	--	--	--	--

First opinion on involuntary hospitalization

--	--	--	--	--	--

Second opinion on involuntary hospitalization

--	--	--	--	--	--

Inpatient Service Date Admitted

0	7	2	3	1	2
---	---	---	---	---	---

Inpatient Service Date Released

0	7	2	9	1	2
---	---	---	---	---	---

0	6
---	---

Total Physician units of service

1. I certify that these services were provided without consideration of race, color or national origin of the patient and in accordance with the Florida Mental Health Act and its rules and regulations.

2. I certify that I have completed true and accurate notes and records which verify that the treatment as claimed was provided. I have entered such notes and records in the hospital medical records for review and audit to be conducted by persons authorized by the Department of Health and Rehabilitative Services, Life Management Center of North West Florida, Inc., District II-A, etc.

3. I understand that payment and satisfaction of this claim will be from state and county funds, and that any false claims, statements or documents, or concealment of a material fact may be prosecuted under applicable laws.

[Signature]  
Signature of Professional Providing Services

CSU / HOSPITAL SERVICES

13. Facility Name: Life Management Center, Crisis Stabilization Unit

Address: 525 East 15<sup>th</sup> Street, Panama City, FL 32405

14. Total CSU / Hospital days 06

CSU / Hospital Per Diem Rate

3	8	5	0	0
---	---	---	---	---

15. Third Party Payment

--	--	--	--	--	--

16. Discharge Status:  VOLUNTARY

INVOLUNTARY

17. I [Signature] certify that the above hospital  
Name Title

Services were performed.





**Life Management Center**  
Of Northwest Florida Inc.

**AFFIDAVIT OF BAKER ACT BILLING**

STATE OF FLORIDA  
COUNTY OF BAY

BEFORE ME personally appeared Kenneth L. Chisholm, LMHC, being first duty cautioned and sworn, who deposes and says:

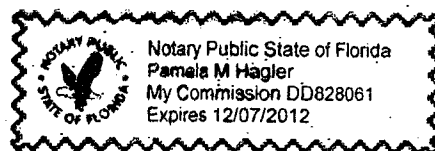
1. I am the Crisis Stabilization Unit/Emergency Services Program Director for Life Management Center of Northwest Florida, Inc. I am authorized to execute this Affidavit, and I am familiar with the Baker Act billing procedure.
2. That the Baker Act billing to Gulf County is for Crisis Stabilization Unit services rendered only to residents of said County who are indigent.
3. That the foregoing is a just and true statement.
4. This Affidavit is for billing of Patient Number 11306378.

By: \_\_\_\_\_

**Kenneth L. Chisholm, LMHC**  
Crisis Stabilization Unit/Emergency Services Program Director

Sworn and subscribed before me this 22nd day of August, 2012  
by Kenneth Chisholm, LMHC, who is PERSONALLY KNOWN TO ME.

Pamela M. Hagler  
Notary Public



LIFE MANAGEMENT CENTER OF NORTHWEST FLORIDA, INC.  
 BILLING FORM FOR SERVICES PROVIDED UNDER THE  
 FLORIDA MENTAL HEALTH ACT (BAKER ACT)

63  
44

INSTRUCTIONS: One form must be submitted for every eligible patient served for whom reimbursement is requested. Each item on this side must be completed along with all appropriate items on the second page.

1. Patient's Name [Redacted] [Redacted] [Redacted]  
Last First Middle Initial

2. Address [Redacted] [Redacted] [Redacted] Gulf, FL [Redacted]  
Street City County State Zip Code

3. 

1	2	1	3	0	1
---	---	---	---	---	---

  
Batch

4. 

			1	1	2	9	2	3	3	9
--	--	--	---	---	---	---	---	---	---	---

  
Patient Number

5. [Redacted] Number of people in the patient's household.

6. [Redacted] Gross annual income available to the patient (including earned income from other household members if their income is available to patient and all other income such as social security benefits, dividends, support payments, pensions.

7. List the source of the combined gross annual income for all members counted in Item 5, if their income is available to the patient, and place total in item 6 above.

Source	Amount / Year
<u>[Redacted]</u>	<u>[Redacted]</u>

8.  NO Does the patient have insurance to cover any part of the service?  
 YES

9.  NO Has Insurer been billed?  
 YES

10. I certify that the financial information provided in items, 5, 6, and 7 is correct to the best of my knowledge. I also certify that I am a resident of Gulf County.

[Redacted Signature]  
 Signature of the patient or other appropriate individual

RECEIVED  
 8/28/12

FILED FOR RECORD  
 REBECCA L MORRIS  
 CLERK OF CIRCUIT COURT  
 GULF COUNTY, FLORIDA  
 2012 OCT 31 PM 11:40

FILED FOR RECORD  
 REBECCA L MORRIS  
 CLERK OF CIRCUIT COURT  
 GULF COUNTY, FLORIDA  
 2012 SEP 21 PM 2:19

PHYSICIAN SERVICES *Oman Howard*

11. Name *Juan C. Rodriguez M.D.*

12. List date the following Professional Services were provided, for which you are requesting reimbursement above:

Telephone conversation to determine appropriateness of admission.

--	--	--	--	--	--

Face to face evaluation without admission

--	--	--	--	--	--

First opinion on involuntary hospitalization

--	--	--	--	--	--

Second opinion on involuntary hospitalization

--	--	--	--	--	--

Inpatient Service      Date Admitted

0	7	2	4	1	2
---	---	---	---	---	---

Inpatient Service      Date Released

0	7	2	7	1	2
---	---	---	---	---	---

Total Physician units of service

0	3
---	---

1. I certify that these services were provided without consideration of race, color or national origin of the patient and in accordance with the Florida Mental Health Act and its rules and regulations.

2. I certify that I have completed true and accurate notes and records which verify that the treatment as claimed was provided. I have entered such notes and records in the hospital medical records for review and audit to be conducted by persons authorized by the Department of Health and Rehabilitative Services, Life Management Center of North West Florida, Inc., District II-A, etc.

3. I understand that payment and satisfaction of this claim will be from state and county funds, and that any false claims, statements or documents, or concealment of a material fact may be prosecuted under applicable laws.

*O.H.*

Signature of Professional Providing Services

CSU / HOSPITAL SERVICES

13. Facility Name: Life Management Center, Crisis Stabilization Unit

Address: 525 East 15<sup>th</sup> Street, Panama City, FL 32405

14. Total CSU / Hospital days

0	3
---	---

CSU / Hospital Per Diem Rate

3	8	5	0	0
---	---	---	---	---

15. Third Party Payment

--	--	--	--	--	--

16. Discharge Status:

VOLUNTARY

INVOLUNTARY

17. I

*[Signature]*

Name

Title

certify that the above hospital

Services were performed



**Life Management Center**  
Of Northwest Florida Inc.

**AFFIDAVIT OF BAKER ACT BILLING**

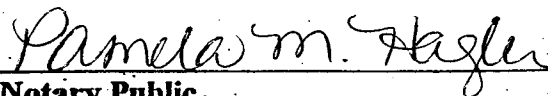
**STATE OF FLORIDA  
COUNTY OF BAY**

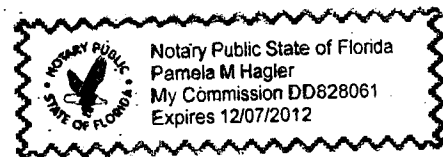
**BEFORE ME personally appeared Kenneth L. Chisholm, LMHC, being first duty cautioned and sworn, who deposes and says:**

1. **I am the Crisis Stabilization Unit/Emergency Services Program Director for Life Management Center of Northwest Florida, Inc. I am authorized to execute this Affidavit, and I am familiar with the Baker Act billing procedure.**
2. **That the Baker Act billing to Gulf County is for Crisis Stabilization Unit services rendered only to residents of said County who are indigent.**
3. **That the foregoing is a just and true statement.**
4. **This Affidavit is for billing of Patient Number 1129 2339.**

By:   
**Kenneth L. Chisholm, LMHC**  
**Crisis Stabilization Unit/Emergency Services Program Director**

**Sworn and subscribed before me this 22<sup>nd</sup> day of August, 2012  
by Kenneth Chisholm, LMHC, who is **PERSONALLY KNOWN TO ME.****

  
**Notary Public**



**From:** Darla Lyle [dlyle@gulfclerk.com]  
**Sent:** Wednesday, September 26, 2012 2:37 PM  
**To:** 'Lynn Lanier'  
**Cc:** 'Brad Price'; 'Becky Norris'; Carla Hand (chand@gulfclerk.com)  
**Subject:** BID #1112-22 MINITOR V PAGERS  
**Attachments:** BID 1112 22 PRECISION.pdf

Lynn,

Precision Communications was award Bid #1112-22 for 80 pagers, in the amount of \$30,000.00.

Invoice #54088 Dated 09/07/12 in the amount of \$30,252.00 this includes:

20 batteries for min V pagers @12.60 ea. Totaling 252.00

I'm putting this invoice back in the Consent Agenda for October 09, 2012 for the approval for total payment of \$30,252.00.

FILED FOR RECORD  
 CLERK OF CIRCUIT COURT  
 2012 OCT -3 PM 10:04

Darla Lyle  
 Accounts Payable Clerk  
 Gulf County Clerk of Circuit Court  
 1000 Cecil G. Costin Sr. Blvd.  
 Port St. Joe, Fl. 32456  
 850-229-6112, ext 1110  
 850-229-6174 (fax)

"Under Florida Law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by telephone or in writing."

"This message may contain confidential and/or proprietary information, and is intended for the person/entity to whom it was originally addressed. Any use by others is strictly prohibited."

Information from ESET NOD32 Antivirus, version of virus signature database 7520 (20120926)

The message was checked by ESET NOD32 Antivirus.

<http://www.eset.com>

**BCC APPROVED**

DATE \_\_\_\_\_ D.C. \_\_\_\_\_

PRECISION COMMUNICATIONS INC.  
 508 MULBERRY AVENUE  
 PANAMA CITY FL 32401

I N V O I C E

67

Phone #: 850-763-8499

1132

2012 SEP 20 PM 3:21

Bill To:  
 GULF CO BOARD OF COMMISSIONERS  
 1000 CECIL COSTIN SR. BLVD.  
 PORT ST. JOE FL 32456

Ship To: 229-6112 ACCT  
 GULF COUNTY FIRE SERVICES  
 ATTN:BOBBY PLAIR

INVOICE# DATE ORDER# DATE CUST.# CUSTOMER P.O. # TERMS SALESPERSON  
 54088 09/07/12 49631 07/13/12 GUL300 NET 30 HSE  
 DELIVERY

QUANTITY	U/M	ITEM/DESCRIPTION	DISC	UNIT PRICE	AMOUNT
80	EA	A04KMS9238 MINITOR 5 UHF PAGER W/STORED VOICE 1F W/NiCAD BATTERIES, CHARGER, & CLIP Serial Numbers:		375.00	30,000.00
		136WNR7540		136WNR7541	
		136WNR7542		136WNR7546	
		136WNR7547		136WNR7563	
		136WNR7564		136WNR7565	
		136WNR7566		136WNR7567	
		136WNR7568		136WNR7569	
		136WNR7570		136WNR7571	
		136WNR7572		136WNR7573	
		136WNR7574		136WNR7575	
		136WNR7576		136WNR7577	
		136WNR7578		136WNR7579	
		136WNR7580		136WNR7581	
		136WNR7582		136WNR7583	
		136WNR7584		136WNR7585	
		136WNR7586		136WNR7587	
		136WNR7588		136WNR7589	
		136WNR7590		136WNR7591	
		136WNR7592		136WNR7593	
		136WNR7594		136WNR7595	
		136WNR7596		136WNR7597	
		136WNR7598		136WNR7599	
		136WNR7600		136WNR7601	
		136WNR7602		136WNR7603	
		136WNR7604		136WNR7605	
		136WNR7606		136WNR7607	
		136WNR7608		136WNR7609	
		136WNR7610		136WNR7611	
		136WNR7612		136WNR7613	
		136WNR7614		136WNR7615	
		136WNR7616		136WNR7617	

APPROVED FOR PAYMENT  
 Date 9/10/12 D.H. [Signature]  
 Acct. # See attached sheet

APPROVED FOR PAYMENT  
 Date 9/18/12 D.H. LL  
 Acct. # As Noted

BCC APPROVED  
 DATE \_\_\_\_\_ D.C. \_\_\_\_\_

(Continued on Page 2)

67

PRECISION COMMUNICATIONS INC.  
 508 MULBERRY AVENUE  
 PANAMA CITY FL 32401

## I N V O I C E

Phone #: 850-763-8499

Bill To:  
 GULF CO BOARD OF COMMISSIONERS  
 1000 CECIL COSTIN SR. BLVD.  
 PORT ST. JOE FL 32456

Ship To: 229-6112 ACCT  
 GULF COUNTY FIRE SERVICES  
 ATTN:BOBBY PLAIR

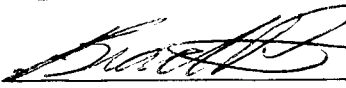
INVOICE#	DATE	ORDER#	DATE	CUST.#	CUSTOMER	P.O. #	TERMS	SALESPERSON
54088	09/07/12	49631	07/13/12	GUL300			NET 30 DELIVERY	HSE

QUANTITY	U/M	ITEM/DESCRIPTION	DISC	UNIT PRICE	AMOUNT
(Page 2)					
		136WNR7618		136WNR7619	
		136WNR7620		136WNR7621	
		136WNR7622		136WNR7623	
		136WNR7624		136WNR7625	
		136WNR7626		136WNR7627	
		136WNR7628		136WNR7629	
		136WNR7630		136WNR7631	
		136WNR7632		136WNR7633	
		136WNR7634		136WNR7635	
		136WNR7636		136WNR7637	
20	EA	RLN5707A		12.60	252.00
		BATTERY, MIN V PAGER			

SALE OF PAGERS FOR FIRE DEPT.  
 SALE OF 20 SPARE BATTERIES.  
 10% DISCOUNT GIVEN ON  
 BATTERIES.  
 THANKS FOR YOUR BUSINESS!!!!

Subtotal	30,252.00
Sales Tax	.00
Tax #: 33-04-00207753C	
Total Due	30,252.00

CUSTOMER SIGNATURE:



PRINT: Brad Price

DATE: 9/10/12



		\$ 30,252.00	
	IF	18,324.50	
Fire Coord.	314522-64000	11,927.50	Grant Reimb. (DOF)
BFD IF	32152-63000	<del>801.00</del>	803.59
HV IF	32252-63000	<del>1,473.00</del>	1,477.77
WC IF	32352-63000	<del>33.00</del>	33.11
SGC IF	32952-63000	<del>3,206.00</del>	3,216.37
SMC IF	31752-63000	<del>3,301.00</del>	3311.79
W IF	31852-63000	<del>658.00</del>	660.15
D IF	31952-63000	<del>1844.00</del>	1850.03
HC IF	32752-63000	<del>562.00</del>	564.49
BFD Eq.	32122-64000	<del>3097.25</del>	3,077.60
SGC Eq.	32922-64000	<del>3097.25</del>	3,077.60
SGCFD <sup>only</sup>	32922-52000	<del>252.00</del>	252.00

JULY 10, 2012

PORT ST. JOE, FLORIDA

REGULAR MEETING

**BID AWARD #1112-22 – MINITOR V PAGERS**

Fire Coordinator Price recommended awarding Bid #1112-22 for the Minitor V Pagers to Precision Communications (sole source), for 80 pagers, in the amount of \$30,000.00, to be paid from Impact Fees (\$11,000.00), grant funds (\$11,000.00), and the remaining \$6,000.00 from the Fire Departments; noting they have it in their budgets.

Commissioner Yeager motioned to approve this recommendation. Commissioner McDaniel seconded the motion, and it passed unanimously.

# BID TABULATION SHEET

**BID #1112-22**

**PROJECT: Minitor Pagers or Equivalent**

COMPANY NAME	Base Bid	Parcel #	SCANNED
Precision Communications, Inc.	\$ 13,125.00	\$ 30,000.00	

*Kari Summers*  
 Deputy Clerk 7/2/12  
 Date

*John Baker*  
 BCC Representative 7/2/12  
 Date

CLERK OF CIRCUIT AND COUNTY COURTS  
RECORDER AND COMPTROLLER  
GULF COUNTY, FLORIDA  
FEBRUARY 1, 2012

1500 East G Street, Panama City, Florida 32401

July 11, 2012

Precision Communications, Inc.  
508 Mulberry Avenue  
Panama City, Florida 32401

Re: Bid #1112-22

To Whom It May Concern:

At their regular meeting on July 10, 2012, the Gulf County Board of County Commissioners awarded Bid #1112-22 (for 80 Monitor V Pagers) to your company, in the amount of \$30,000.00.

We appreciate your bid, and look forward to working with your company. Should you have questions, please contact the County Fire Coordinator Brad Price at (850) 227-8353.

Sincerely,



Karl Summers  
Deputy Clerk

2012 JUL 11 PM 4:01

SCANNED

BID #1112-22

SPECIFICATIONS

The Gulf County Board of County Commissioners will receive sealed bids from any qualified person, company, or corporation interested in providing the following:

**MINITOR V PAGERS OR EQUIVALENT (UHF models only)**, include with each pager a standard charger, battery pack and at least a one-year warranty:

Please quote both quantities below and the feature cost, if applicable.

Single Channel Models

Single (Qty: 35)

Sub-Total per unit : 375.00

Single (Qty: 80)

Sub-Total per unit : 375.00

Wide and Narrow-band Programmable

Sub-Total per unit : Included

Channel Spacing

Sub-Total per unit : Included

Sub-Total per unit : 0

Expanded Stored Voice

Sub-Total per unit : 0 Included

Programming Costs

Sub-Total per unit : 0 Included

Other Features:

- Wideband / Narrowband programmable
- Tone and/or vibrate alerting options
- Programmable frequency and tones (synthesized receiver)
- Up to 12 tone sets per channel
- Stored voice model with a total of 8 minutes storage
- Loud, clear audio in high noise environments
- Speaker earphone jack
- Extended battery life

SCANNED

TOTAL BID PRICE: 35 x 375.00 = TOTAL

13,125.00

opened 7/7/14  
10:10 am HS

PRECISION COMMUNICATIONS INC.  
508 MULBERRY AVENUE  
PANAMA CITY FL 32401

Q U O T E

75

Phone #: 850-763-8499

Bill To:  
GULF CO BOARD OF COMMISSIONERS  
1000 CECIL COSTIN SR. BLVD.  
PORT ST. JOE FL 32456

Ship To: 229-6112 ACCT  
GULF CO BOARD OF COMMISSIONERS  
1000 CECIL COSTIN SR. BLVD.  
PORT ST. JOE FL 32456

PRINTED ORDER# ENTERED CUST.# CUSTOMER P.O. # TERMS SALESPERSON  
06/26/12 49210 04/19/12 GUL300 NET 30 JWA  
PICK UP

QUANTITY	U/M	ITEM/DESCRIPTION	DISC	UNIT PRICE	AMOUNT
		***** QUOTATION *****			
		QUOTE FOR NEW MOTOROLA MIN 5 PAGERS FOR FIRE DEPTS.			
35	EA	A04KMS9238 MINITOR 5 UHF PAGER W/STORED VOICE 1F W/NICAD BATTERIES, CHARGER, & CLIP		375.00	13,125.00
		QUOTE GOOD FOR 90 DAYS. INCLUDES PROGRAMMING & 1 YR FACTORY WARRANTY.			
		Subtotal			13,125.00
		Sales Tax			.00
		Tax #: 33-04-00207753C			
		Quote Total			13,125.00

75

PRECISION COMMUNICATIONS, INC.  
508 MULBERRY AVE.  
PANAMA CITY, FL 32401

76

**SEALED BID NO. 1112-22**

GULF COUNTY CLERKS OFFICE  
1000 CECIL G. COSTIN, SR., BLVD.  
ROOM 148  
PORT ST. JOE, FL 32456

76



1140 Cabarrus Street, Suite 302  
Fayetteville, NC 28404  
919.438.2500  
919.438.2501

Invoice Number 0812567  
Invoice Date August 31, 2012  
PO Number  
Contract  
Project 0711-GULFCOUNTY  
Page 1 of 1

FILED FOR RECORD  
REBECCA L. MORRIS  
CLERK OF SUPERIOR COURT  
2012 OCT -3 AM 10:03

Don Butler  
Gulf County, FL  
1000 Cecil G. Costin Sr. Blvd.  
Room 302  
Port St. Joe, FL 32456

Manager Valerie L. Gelnovatch

		Current Amount
<b>REIMBURSABLE EXPENSES</b>		
Telephone	ALLIEDTELE 07/12 Internet	8.60
Telephone	ALLIEDTELE 08/12 Internet	8.60
Telephone	ATTTFG Jun 12/Jul 12	23.44
Telephone	PAETEC July 2012	6.10
Telephone	TCGRP Jul 2012	2.39
Telephone	Valerie L. Gelnovatch Tele/Fax/Internet - August	2.41
<b>Invoice Total</b>		<b>51.54</b>

*This invoice is due upon receipt*

Please return yellow copy with payment.

APPROVED FOR PAYMENT  
Date 9/26/12 D.H. PS  
Amount 21111 - 31200

**BCC APPROVED**  
RATE \_\_\_\_\_ D.C. \_\_\_\_\_

COPIES DESTROYED



THE WATER SPIGOT, INC.

5806 EAST HWY 22  
 PANAMA CITY, FL 32404

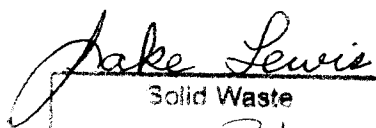
# Invoice

2012 SEP 27 PM 3:58

Date	Invoice #
9/19/2012	12-7348

<b>Bill To</b>
Gulf Co. Commissioners 1001 10th Street Port St. Joe, FL 32456

P.O. No.	Terms	Project
	ON RECEIPT	

Quantity	Description	Rate	Amount
12	SEMI-ANNUAL LANDFILL MONITORING FOR FIVE POINTS - SAMPLED AUGUST 2012 MW-4, MW-5, MW-6, MW-7, MW-8, MW-9, MW-10, MW-11, MW-12, MW-20, MW-21, MW-22	500.00	6,000.00
12	DISSOLVED IRON WITH ON SITE IN-LINE FILTERS IN FIELD	40.00	480.00
11	WATER LEVELS ONLY - MW-1, MW-13, MW-14, MW-16, MW-17, MW-18, MW-19, MW-23, MW-24, PZ-1, MW-15	50.00	550.00
9	WATER LEVELS TAKEN ON FIRST DAY OF SAMPLING (PER DEP PERMIT)	50.00	450.00
1	ADAPT ELECTRONIC REPORT REQUIRED BY DEP	250.00	250.00
SAMPLE # WS12AUG20-025-001 THRU 025-028			
 Solid Waste <div style="border: 1px solid black; padding: 2px; display: inline-block;">                     281534 31                 </div> 41934 <b>BCC APPROVED</b> DATE _____ D.C. _____			

THANK YOU	<b>Total</b>	\$7,730.00
-----------	--------------	------------

**Board of County Commissioners**

FILED FOR RECORDS  
CLERK OF CIRCUIT COURT  
GULF COUNTY, FLORIDA  
2012 OCT -3 AM 10:04

**From:** Marian Palma Cardona <mariancardona@cfl.rr.com>  
**Sent:** Tuesday, October 02, 2012 10:33 AM  
**To:** bocc@gulfcounty-fl.gov  
**Subject:** PROCLAMATION REQUEST  
**Attachments:** Gulf County Proclamation.doc  
**Importance:** High

As we did last year, we are writing on behalf of the Pancreatic Cancer Action Network and the estimated 37,390 Americans who will die of pancreatic cancer in 2012, approximately 2,670 of whom live in Florida. In 2012, pancreatic cancer will afflict more than 43,920 Americans, 74% of whom will die within one year of their diagnosis, and 94% of whom will die within five years of diagnosis. We appreciate your past support with this endeavor and hope you will continue to further our cause.

My husband, Danny, died of pancreatic cancer in 2002, within 3 months of being diagnosed. The statistics have not changed since his death, or for that matter, in the last 40 years. I am volunteering for this cause as I do not want other families to go through what my family had to endure. We fight to ensure that a diagnosis of pancreatic cancer will no longer be a death sentence.

To date, pancreatic cancer is the fourth leading cause of cancer death in the United States, and it is the only major cancer with a five-year relative survival rate in the single digits at just six percent. Furthermore, there has been little improvement in the survival rates over the last forty years. We need your help to shine a spotlight on this disease and finally make progress in developing treatments and early detection tools. By issuing a proclamation supporting the observance of November 2012 as Pancreatic Cancer Awareness Month in Gulf County you can help us to raise awareness in our community.

I have attached a draft of the proclamation text for your review. I am happy to provide additional official Pancreatic Cancer Action Network material, including pancreatic cancer facts and statistics and National Cancer Institute (NCI) funding information, upon request.

Ideally, the proclamation can be issued prior to November. We request that one original of the proclamation be made available for our records. We would like to accept the Proclamation in person, if possible, schedule permitting. If not, please mail it to:

Mrs. Marian Palma Cardona  
4250 Waterside Point Circle  
Orlando, FL 32829

Please contact me at 407-286-6114 or [mcardona@pancanvolunteer.org](mailto:mcardona@pancanvolunteer.org) with any questions. I look forward to working with you to issue a proclamation that will recognize November as Pancreatic Cancer Awareness Month and bring much needed attention to this deadly disease. Thank you for your interest in this important issue.



*Marian Palma Cardona*  
[mcardona@pancanvolunteer.org](mailto:mcardona@pancanvolunteer.org)  
Pancreatic Cancer Action Network  
Central Florida Affiliate  
Education & Outreach Coordinator

**BCC APPROVED**

DATE \_\_\_\_\_ D.C. \_\_\_\_\_

Attachment:

CONSENT  
DATE: 10-2-12 **79**  
83

**Gulf County Proclamation  
RESOLUTION**

Declaring the month of November "Pancreatic Cancer Awareness Month" in Gulf County.

WHEREAS in 2012, an estimated 43,920 people will be diagnosed with pancreatic cancer in the United States and 37,390 will die from the disease;

WHEREAS pancreatic cancer is one of the deadliest cancers, is the fourth leading cause of cancer death in the United States, and is the only major cancer with a five-year relative survival rate in the single digits at just six percent;

WHEREAS when symptoms of pancreatic cancer present themselves, it is usually too late for an optimistic prognosis, and 74 percent of pancreatic cancer patients die within the first year of their diagnosis while 94 percent of pancreatic cancer patients die within the first five years;

WHEREAS of all the racial/ethnic groups in the United States, African Americans have the highest incidence rate of pancreatic cancer, between 34 percent and 70 percent higher than the other groups;

WHEREAS approximately 2,670 deaths will occur in Florida in 2012;

WHEREAS there is no cure for pancreatic cancer and there have been no significant improvements in survival rates in the last 40 years;

WHEREAS the Federal Government invests significantly less money in pancreatic cancer research than it does in any of the other leading cancer killers; and pancreatic cancer research constitutes only approximately 2 percent of the National Cancer Institute's federal research funding, a figure far too low given the severity of the disease, its mortality rate, and how little is known about how to arrest it; and

WHEREAS the Pancreatic Cancer Action Network is the first and only national patient advocacy organization that serves the pancreatic cancer community in Gulf County and nationwide by focusing its efforts on public policy, research funding, patient services, and public awareness and education related to developing effective treatments and a cure for pancreatic cancer;

WHEREAS the Pancreatic Cancer Action Network and its affiliates in Gulf County support those patients currently battling pancreatic cancer, as well as to those who have lost their lives to the disease, and are committed to nothing less than a cure;

WHEREAS the good health and well-being of the residents of Gulf County are enhanced as a direct result of increased awareness about pancreatic cancer and research into early detection, causes, and effective treatments; therefore be it

RESOLVED that Gulf County designates the month of November 2012 as "Pancreatic Cancer Awareness Month" in Gulf County.

CONSENT  
DATE 10-9-12 80 DB

**RESOLUTION NO. 2012-**

**AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH THE FLORIDA FISH AND WILDLIFE CONSERVATION COMMISSION FOR A FLORIDA BOATING IMPROVEMENT GRANT TO REPAIR THE LAND'S LANDING BOAT RAMP.**

**WHEREAS**, the Gulf County Board of County Commissioners desires to increase and enhance access for boaters in Gulf County; and

**WHEREAS**, the Gulf County Board of County Commissioners successfully pursued the grant process to enhance boating facilities;

**NOW, THEREFORE, BE IT RESOLVED** by the Gulf County Board of County Commissioners that the Chairman, Chief Administrator or County Grant Coordinator hereby be authorized to execute any and all necessary documents on behalf of Gulf County with the Florida Fish and Wildlife Conservation Commission as a result of the grant award to renovate the Land's Landing Boat Ramp to increase mooring capacity and access for boaters.

**APPROVED** this 9th day of October, 2012.

\_\_\_\_\_  
**WILLIAM C. WILLIAMS, III - CHAIRMAN**

**ATTEST:**

\_\_\_\_\_  
**CLERK / DEPUTY CLERK**

**RESOLUTION NO. 2012-**

**AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH THE FLORIDA FISH AND WILDLIFE CONSERVATION COMMISSION FOR A FLORIDA BOATING IMPROVEMENT GRANT TO REPAIR THE SAUL'S CREEK BOAT RAMP.**

**WHEREAS**, the Gulf County Board of County Commissioners desires to increase and enhance access for boaters in Gulf County; and

**WHEREAS**, the Gulf County Board of County Commissioners successfully pursued the grant process to enhance boating facilities;

**NOW, THEREFORE, BE IT RESOLVED** by the Gulf County Board of County Commissioners that the Chairman, Chief Administrator or County Grant Coordinator hereby be authorized to execute any and all necessary documents on behalf of Gulf County with the Florida Fish and Wildlife Conservation Commission as a result of the grant award to renovate the Saul's Creek Boat Ramp to increase mooring capacity and access for boaters.

**APPROVED** this 9th day of October, 2012.

**WILLIAM C. WILLIAMS, III - CHAIRMAN**

**ATTEST:**

**CLERK / DEPUTY CLERK**

# BOARD OF COUNTY COMMISSIONERS GULF COUNTY, FLORIDA

83

1000 CECIL G. COSTIN, SR. BLVD., ROOM 302, PORT ST. JOE, FLORIDA 32456  
PHONE: (850) 229-6106/639-6700 • FAX: (850) 229-9252 • EMAIL: bocc@gulfcounty-fl.gov  
WEBSITE: www.gulfcounty-fl.gov

DATE AND TIME OF MEETINGS: SECOND AND FOURTH TUESDAYS AT 6:00 P.M., E.T.

October 3, 2012

Matthew Gannon  
367 Plantation Drive  
Port St. Joe, FL 32456

2012 OCT -3 PM 10:04  
FEDERAL RESERVE BANK  
OF PORT ST. JOE, FLORIDA

Re: SHIP Award-Down Payment Assistance

Dear Mr. Gannon:

This letter is to certify that the Gulf County B.O.C.C. SHIP office has reviewed and verified your household annual income. According to the information provided, you meet the income eligibility requirements for the SHIP program as established by the Florida Housing Finance Corporation and the Gulf County SHIP program.

According to our guidelines, you are eligible within the low income category, which entitles you for up to \$30,000 to be used for down payment and closing costs.

This award is contingent upon you receiving a commitment from a first mortgage lender. Furthermore, if Gulf County learns of a change to your income before you are assisted; your annual income will be re-calculated to determine if you are still income eligible for assistance.

You will be required to execute a second (or third) mortgage and note that has a deferred payment plan due upon sale or transfer of the property (or whatever terms may be). You will not be required to attend a homeownership training program due to time constraints. This award letter is valid for a period of 60 days from the date of this letter.

Respectfully yours,

William C. Williams  
Chairman, Gulf County Board of County Commissioners

cc: Brett Lowry, Deputy Administrator

**BCC APPROVED**

DATE \_\_\_\_\_ D.C. \_\_\_\_\_

10/4/12 oc

# BOARD OF COUNTY COMMISSIONERS GULF COUNTY, FLORIDA

84

1000 CECIL G. COSTIN, SR. BLVD., ROOM 302, PORT ST. JOE, FLORIDA 32456  
PHONE: (850) 229-6106/639-6700 • FAX: (850) 229-9252 • EMAIL: boccc@gulfcountry-fl.gov  
WEBSITE: www.gulfcountry-fl.gov

DATE AND TIME OF MEETINGS: SECOND AND FOURTH TUESDAYS AT 6:00 P.M., E.T.

October 3, 2012

Mary J. Tiller  
305 Ave D  
Port St. Joe, FL 32456

FILED FOR RECORD  
REGISTER AT RECORDS  
SECTION  
CLERK OF COUNTY BOARD  
OF COUNTY COMMISSIONERS  
2012 OCT -3 PM 10:04

Re: SHIP Award-Down Payment Assistance

Dear Ms. Tiller:

This letter is to certify that the Gulf County B.O.C.C. SHIP office has reviewed and verified your household annual income. According to the information provided, you meet the income eligibility requirements for the SHIP program as established by the Florida Housing Finance Corporation and the Gulf County SHIP program.

According to our guidelines, you are eligible within the moderate income category, which entitles you for up to \$30,000 to be used for down payment and closing costs.

This award is contingent upon you receiving a commitment from a first mortgage lender. Furthermore, if Gulf County learns of a change to your income before you are assisted; your annual income will be re-calculated to determine if you are still income eligible for assistance.

You will be required to execute a second (or third) mortgage and note that has a deferred payment plan due upon sale or transfer of the property (or whatever terms may be). You will not be required to attend a homeownership training program due to time constraints. This award letter is valid for a period of 60 days from the date of this letter.

Respectfully yours,

William C. Williams  
Chairman, Gulf County Board of County Commissioners

**BCC APPROVED**  
DATE \_\_\_\_\_ D.C. \_\_\_\_\_

cc: Brett Lowry, Deputy Administrator

10/9/12

84

# BOARD OF COUNTY COMMISSIONERS GULF COUNTY, FLORIDA

85

1000 CECIL G. COSTIN, SR. BLVD., ROOM 302, PORT ST. JOE, FLORIDA 32456  
PHONE: (850) 229-6106/639-6700 • FAX: (850) 229-9252 • EMAIL: boccc@gulfcounty-fl.gov  
WEBSITE: www.gulfcounty-fl.gov

DATE AND TIME OF MEETINGS: SECOND AND FOURTH TUESDAYS AT 6:00 P.M., E.T.

October 3, 2012

Sheila Ann Williams  
141 Williams Street  
Wewahitchka, Florida 32465

Re: SHIP Award-Down Payment Assistance

Dear Ms. Williams:

This letter is to certify that the Gulf County B.O.C.C. SHIP office has reviewed and verified your household annual income. According to the information provided, you meet the income eligibility requirements for the SHIP program as established by the Florida Housing Finance Corporation and the Gulf County SHIP program.

According to our guidelines, you are eligible within the low income category, which entitles you for up to \$30,000 to be used for down payment and closing costs.

This award is contingent upon you receiving a commitment from a first mortgage lender. Furthermore, if Gulf County learns of a change to your income before you are assisted; your annual income will be re-calculated to determine if you are still income eligible for assistance.

You will be required to execute a second (or third) mortgage and note that has a deferred payment plan due upon sale or transfer of the property (or whatever terms may be). You will not be required to attend a homeownership training program due to time constraints. This award letter is valid for a period of 60 days from the date of this letter.

Respectfully yours,

William C. Williams  
Chairman, Gulf County Board of County Commissioners

cc: Brett Lowry, Deputy Administrator

FILED FOR RECORD  
REBECCA L. MORRIS  
CLERK OF CIRCUIT COURT  
GULF COUNTY, FLORIDA  
2012 OCT -3 AM 11:29

**BCC APPROVED**  
DATE \_\_\_\_\_ D.C. \_\_\_\_\_

10/3/12 JK

85



BOARD OF COUNTY COMMISSIONERS  
GULF COUNTY, FLORIDA  
**CHIEF ADMINISTRATOR'S OFFICE**

86

Brett Lowry, Deputy Administrator  
1000 CECIL G. COSTIN SR. BLVD., ROOM 301 A, PORT ST. JOE, FLORIDA 32456  
PHONE (850)229-5335 • FAX (850) 229-5334 • EMAIL: blowry@gulfcounty-fl.gov  
DATE AND TIME OF MEETINGS • SECOND AND FOURTH TUESDAY AT 6:00 P.M., E.T.

**MEMORANDUM**

**TO: William C. Williams, Chairman**  
**FROM: Brett Lowry, Deputy Administrator**  
**SUBJECT: Wellness Proposals/Recommendation**  
**DATE: October 3, 2012**

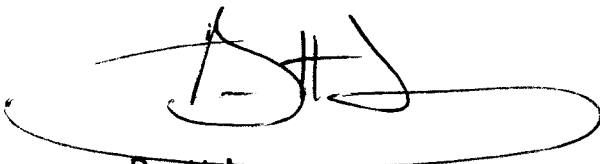
FILED FOR RECORD  
CLERK OF CIRCUIT COURT  
2012 OCT -3 AM 11:29

The BOCC recently approved a wellness quote from Gulf Coast Hospital, at the rate of \$12.00 per an employee.

I have now received 2 formal proposals from Sacred Heart Health System and Gulf Coast Hospital at the rate of \$10.00 per an employee. I have attached both quotes for the Boards information. It is my recommendation for the approval of the Wellness Proposal from Sacred Heart Health System, at the rate of \$10.00 per an employee.

As mentioned before, this screening will not exceed \$2,500.00.

Thanks,



Brett Lowry,  
Deputy Administrator

**BCC APPROVED**

DATE \_\_\_\_\_ D.C. \_\_\_\_\_

10/12/12  
Jolalia Jx

CARMEN L. McLEMORE  
District 1

WARD McDANIEL  
District 2

BILL WILLIAMS  
District 3

TAN SMILEY  
District 4

WARREN YEAGER  
District 5

86



October 1, 2012

Mr. Brett Lowry,  
Deputy Administrator  
Gulf County Board of County Commissioners  
1000 Cecil G. Costin Sr. Blvd.,  
Room 301-A  
Port St. Joe, Florida 32456

Dear Mr. Lowry,

Sacred Heart Health System is appreciative of the opportunity to submit a proposal to provide the Gulf County employees with on-site biometric screening services so that they may incorporate this data into their established health risk assessment offered by the Gulf County's commercial insurance carrier.

We also welcome the opportunity to provide experienced and trained nurses at these screenings to educate and coach the participating Gulf County employee about their biometric results, next action steps and answer any health question they may have.

After reviewing this proposal, should you have any questions, please contact me by email at [mcbishop@shhpens.org](mailto:mcbishop@shhpens.org) or by phone at 850.477.8500.

Thanks so much for your time and consideration.

Best Regards,

A handwritten signature in cursive script that reads "Mary Bishop".

Mary Bishop,  
Occupational Health Director  
Sacred Heart Health System



## **Gulf County Board of County Commissioners**

### **Employee Biometric Screening and Health Coaching Services Proposal**

**October 1, 2012**

#### **Proposed Wellness Service Offerings:**

Gulf County Board of County Commissioners' commercial insurance carrier currently offers the Gulf County employee's access to an on-line Health Risk Assessment, Health Appraisal Risk Profile summarizing the employee's health risk, incorporating health promotion education and preventive exams that are due. The insurance carrier also offers the employee's on-line health coaching, health information library, risk calculator and the employee's health risk physician summary report.

To augment these offerings and not duplicate services, Sacred Heart Health System is proposing to provide Gulf County employee's annual work-site biometric screenings and health coaching by trained nurses to explain the biometric results, provide health education, inform the employee of preventative exams that are due for the employee's age group and future action items.

Cheryl Pilling, Manager of Community Wellness Outreach for Sacred Heart Health System is a Registered Nurse with a Master degree in Health Communication. She has provided on-site biometric screenings and education services with-in the Panhandle community for sixteen years through the fully equipped Mission in Motion van.

The Sacred Heart Health System Mission in Motion van will travel to the Gulf County work-site as determined by the Gulf County Administration and provide the following biometric screenings:

- Blood Pressure
- Resting Pulse
- Body Fat Percentage
- Cholesterol: Total/LDL/HDL
- Triglycerides
- Glucose

All screenings will be performed in real time with the results recorded on a screening card provided to the employee. After the employee completes the screenings, trained nurses will then review the screening results with the employee, provide them with instructions on how to access their Health Risk Assessment to input the screening information and what to do with the summary report as well as the physician's report.

If the employee does not have a primary care physician, a card of local physicians accepting new patients will be provided. In addition, the nurse will inform the employee of preventive screenings that are due based on the employee's age and answer any health questions that the employee may have.

Information on health services and classes provided by local health care providers, non-for profits, local organizations and the Gulf County Health Department will be available and referenced by the nurse based on the employee's and/or the employee's dependents health needs.

**Price for Each Participating Employee:**

***\$10 per participating employee includes the following:***

- Mission in Motion Van transportation to work-site
- Biometric screenings as indicated in above paragraph in a room within a building determined by Gulf County Administration
- Trained nurses to provide on-site health coaching, health education and how to access their Health Risk Assessment provided by the insurance carrier
- Information on the health services and classes available to the employees and their dependents provided by the Gulf County community
- Overnight lodging for the Community Wellness Outreach nurses

**Gulf County Board of County Commissioners will provide:**

- Tables for the screenings
- Chairs
- Outlets for the Cholestech machines

Thank you for the opportunity to present this proposal. If there are any questions, please contact Mary Bishop, Director of Occupational Health at 850.477.8500 or [mcbishop@shhpens.org](mailto:mcbishop@shhpens.org).



# Gulf Coast Medical Center

## *Business Health*

90

June 25, 2012

Todd Torgersen, President  
Combined Insurance Services  
2704 North 12<sup>th</sup> Avenue  
Pensacola, FL 32503

Dear Todd,

Thank you for the opportunity to talk with you about our Business Health program and the tools it provides employers to address rising healthcare costs and improve employee health. As I mentioned, we are already conducting a series of on-site health screenings and will soon offer education sessions for Gulf Power employees in all of their Panhandle locations. We would like to offer the same services to your clients.

For employees, our Business Health program identifies existing and emerging health conditions such as diabetes, hypertension, obesity, and more and provides resources to help them manage their health. For employers, our Business Health program provides aggregate data to help determine how their healthcare programs can be targeted to address specific health conditions.

For \$10/employee, we will provide on-site biometric screenings to include:

Blood pressure	Weight
Waist circumference	Lipid panel (total cholesterol, HDL, LDL, Triglycerides)
HbA1c	Glucose
Electronic health risk assessment	

If an employee needs a printed version of the health risk assessment, the cost is \$15. Additionally, we also provide on-site employee health programs that focus on four of the main drivers of escalating healthcare costs: obesity, cancer, heart disease, and emotional health.

We are very pleased with the response from employers across the Panhandle to our Business Health program. We would like to partner with you and your clients. If you have questions, please call me at (850) 387-3959 or email me at [rod.whiting@hcahealthcare.com](mailto:rod.whiting@hcahealthcare.com).

Sincerely,

Rod Whiting, Director  
Business Health

90