



# BOARD OF COUNTY COMMISSIONERS

## JEFFERSON COUNTY, FLORIDA

THE KEYSTONE COUNTY-ESTABLISHED 1827

1 COURTHOUSE CIRCLE; MONTICELLO, FLORIDA 32344

PHONE: (850)-342-0287

**Stephen Fulford**

District 1

**Gene Hall**

District 2

**J T Surles**

District 3 Vice-Chair

**Betsy Barfield**

District 4 Chairwoman

**Stephen Walker**

District 5

### REGULAR SESSION AGENDA:

May 16, 2019 at the Courthouse Annex  
435 W. Walnut Street, Monticello, FL 32344

**1. 6 PM CALL TO ORDER, INVOCATION, PLEDGE OF ALLEGIANCE**

**2. PUBLIC ANNOUNCEMENTS, PRESENTATIONS & AWARDS**

Transmission Line Representative Question & Answer Session If Needed

**3. CONSENT AGENDA**

- a) Approval of Agenda
- b) General Fund / Transportation Vouchers For Approval: 5.16.2019
- c) BOCC Minutes For Approval 5.2.2019 – Regular Board Meeting
- d) Letter of Support for High School Auditorium Renovation

**4. GENERAL BUSINESS**

- a) Surplus Property Disposal, Steps Required
- b) Valley View Residents Self-Assessment Road Improvement Program
- c) SHIP Housing Bid Proposals for Approval
- d) Small Grants Program Applications – 3 To Be Presented To BOCC

**5. Citizens Request & Input on Non-Agenda Items (3 Minute Limit Please)**

**6. CLERK OF COURTS -**

**7. COUNTY COORDINATOR - Road Department – Reports and Activity**

**8. COUNTY ATTORNEY – Executive Session Action If Required From 5:15 p.m. Mtg.**

**9. COMMISSIONER DISCUSSION ITEMS**

**ADJOURN:**

From the manual "Government in the Sunshine", page 40: Paragraph C. Each board, commission or agency of this state or of any political subdivision thereof shall include in the notice of any meeting or hearing, if notice of meeting or hearing is required, of such board, commission, or agency, conspicuously on such notice, the advice that if a person decides to appeal any decision made by the board, agency or commission with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings, and for such purpose he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

**Kirk Reams**

Clerk of Courts

**Parrish Barwick**

County Coordinator

**T. Buckingham Bird**

County Attorney

REPORT DATE	05/09/2019	JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS						PAGE	1
SYSTEM DATE	05/09/2019	LIST OF VOUCHERS TO BE PAID - CASH CODE ORDER						TIME	14:26:19
FILES ID	B							USER	KNEWBERRY
VENDOR NAME	DUE DATE	PURCHASE ORDER NUMBER	INVOICE NUMBER	DUE DATE	TY PE	VOUCHER NUMBER	TRANSACTION DESCRIPTION	TRANS AMOUNT	DISC/WITH AMOUNT
CASH CODE-01001	G/L	CASH ACCOUNT-011010000				CASH-CHECKING-GEN.	FUND		
ABC Maintenance Services	05/16/2019	-	01147	04/29/2019	VR	01051619-013	Extension-Check A/C	80.00	.00
		CHECK TO VENDOR==>	VENDOR	ABCMaint	ABC Maintenance Services	TOTALS		80.00	.00
Advanced Business System	05/16/2019	-	332545	04/22/2019	VR	01051619-062	Mtr#70303,70312,70313	386.90	.00
Advanced Business System	05/16/2019	-	332985	05/01/2019	VR	01051619-002	Mtr#69696	12.72	.00
		CHECK TO VENDOR==>	VENDOR	ADVBUSIN	Advanced Business Systems	TOTALS		399.62	.00
American Express	05/16/2019	-	04111901	04/11/2019	VR	01051619-001	Act#3782-981993-21005	216.00	.00
		CHECK TO VENDOR==>	VENDOR	AMEXPRES	American Express	TOTALS		216.00	.00
Animal Medical Clinic*	05/16/2019	-	297076	04/24/2019	VR	01051619-060	#4512 Vet Services	40.00	.00
Animal Medical Clinic*	05/16/2019	-	297327	05/03/2019	VR	01051619-073	#4512 Meds/Products	22.57	.00
Animal Medical Clinic*	05/16/2019	-	297472	05/06/2019	VR	01051619-071	#4512 Meds/Products	22.57	.00
Animal Medical Clinic*	05/16/2019	-	297472	05/06/2019	VR	01051619-072	#4512 Vet Services	45.00	.00
		CHECK TO VENDOR==>	VENDOR	ANIMALCL	Animal Medical Clinic*	TOTALS		130.14	.00
Ard, Shirley & Rudolph,P	05/16/2019	-	11824	04/30/2019	VR	01051619-036	#2-101.1 Overages 04/19	12919.75	.00
		CHECK TO VENDOR==>	VENDOR	ARDSHIRL	Ard, Shirley & Rudolph,PA	TOTALS		12919.75	.00
Aucilla Christian Academ	05/16/2019	-	05091901	05/09/2019	VR	01051619-061	Rodeo-BOCC Silver Buckle	750.00	.00
		CHECK TO VENDOR==>	VENDOR	AUCILLA	Aucilla Christian Academy	TOTALS		750.00	.00
Aucilla Area Solid Waste	05/16/2019	-	04301901	04/30/2019	VR	22051619-099	Tipping Fees 04/19	46946.57	.00
		CHECK TO VENDOR==>	VENDOR	AUCILLAA	Aucilla Area Solid Waste	TOTALS		46946.57	.00
BancorpSouth	05/16/2019	-	662956	05/03/2019	VR	22051619-086	#002-0070780-004	3499.91	.00
BancorpSouth	05/16/2019	-	662956	05/03/2019	VR	22051619-087	#002-0070780-004	3499.91	.00
		CHECK TO VENDOR==>	VENDOR	BANCORPS	BancorpSouth	TOTALS		6999.82	.00
Big Bend Tire	05/16/2019	-	21634	04/18/2019	VR	22051619-103	SolidWaste-CheckLugNuts	37.50	.00
Big Bend Tire	05/16/2019	-	21770	04/25/2019	VR	22051619-104	SolidWaste-Oil Change	60.00	.00
Big Bend Tire	05/16/2019	-	21835	04/30/2019	VR	01051619-014	Recreation-New Tires (2)	249.00	.00
		CHECK TO VENDOR==>	VENDOR	BIGBENTI	Big Bend Tire	TOTALS		346.50	.00
Big Bend-Eubanks Termite	05/16/2019	-	218861	04/03/2019	VR	01051619-008	#10437 Quarterly Service	150.00	.00
Big Bend-Eubanks Termite	05/16/2019	-	218863	04/03/2019	VR	01051619-006	#8522 Monthly Pest Ctrl	400.00	.00
Big Bend-Eubanks Termite	05/16/2019	-	219147	04/15/2019	VR	19051619-074	#10642 Monthly Pest Ctrl	30.00	.00

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Big Bend-Eubanks Termite	05/16/2019	-	219475	05/01/2019	VR 01051619-007	#8522 Monthly Pest Ctrl	400.00		
		CHECK TO VENDOR==>VENDOR BIGBTERM Big Bend-Eubanks Termite				TOTALS	980.00		
Oliver Bradley	05/16/2019	-	92920419	04/30/2019	VR 01051619-054	VA Travel 04/19	220.72		
		CHECK TO VENDOR==>VENDOR BRADLEYO Oliver Bradley				TOTALS	220.72		
Campbell's Plumbing, LLC	05/16/2019	-	13305	04/30/2019	VR 01051619-003	Courthouse-BasementToilet	85.00		
		CHECK TO VENDOR==>VENDOR CAMPBPLU Campbell's Plumbing, LLC				TOTALS	85.00		
Carr, Riggs & Ingram	05/16/2019	-	16680931	04/30/2019	VR 01051619-004	Client#45-03243.000	9685.00		
		CHECK TO VENDOR==>VENDOR CARRRIGG Carr, Riggs & Ingram				TOTALS	9685.00		
CenturyLink	05/16/2019	-	17430419	04/23/2019	VR 01051619-035	Act#463021743	101.54		
CenturyLink	05/16/2019	-	64950519	05/02/2019	VR 22051619-106	Act#461036495	85.14		
		CHECK TO VENDOR==>VENDOR CENTLINK CenturyLink				TOTALS	186.68		
City of Monticello	05/16/2019	-	01190419	04/26/2019	VR 01051619-018	Act#00020119	67.53		
City of Monticello	05/16/2019	-	01200419	04/26/2019	VR 22051619-109	Act#00020120	7.88		
City of Monticello	05/16/2019	-	02040419	04/26/2019	VR 22051619-110	Act#00050204	47.84		
City of Monticello	05/16/2019	-	02060419	04/26/2019	VR 22051619-111	Act#00050206	9.27		
		CHECK TO VENDOR==>VENDOR CITYMONT City of Monticello				TOTALS	132.52		
Darabi & Associates, Inc	05/16/2019	-	19710042	05/06/2019	VR 22051619-084	Consultingfor1stReportDEP	2500.00		
		CHECK TO VENDOR==>VENDOR DARABI Darabi & Associates, Inc.				TOTALS	2500.00		
DEMCO	05/16/2019	-	6559834	02/28/2019	VR 01051619-063	#090036800 ShelfDisplays	1573.01		
		CHECK TO VENDOR==>VENDOR DEMCO DEMCO				TOTALS	1573.01		
Duke Energy	05/16/2019	-	22830419	05/02/2019	VR 19051619-115	Act#6872002283	7.34		
Duke Energy	05/16/2019	-	22830419	05/02/2019	VR 28051619-116	Act#6872002283	7.34		
Duke Energy	05/16/2019	-	35520419	05/02/2019	VR 01051619-051	Act#0392903552	109.97		
Duke Energy	05/16/2019	-	82110419	05/02/2019	VR 01051619-050	Act#1554238211	17.76		
		CHECK TO VENDOR==>VENDOR DUKE Duke Energy				TOTALS	142.41		
First Call Truck Parts	05/16/2019	-	45075	05/02/2019	VR 22051619-080	#4515 Radial Seal Outer	173.48		
		CHECK TO VENDOR==>VENDOR FIRSTCAL First Call Truck Parts				TOTALS	173.48		
Fotia Services, LLC	05/16/2019	-	JC2046	05/02/2019	VR 01051619-057	Inspections & Recharge	120.00		

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CHECK TO VENDOR==>VENDOR FOTIA					Fotia Services, LLC	TOTALS	120.00	.00
FourStar Freightliner, Inc	05/16/2019	-	10400102	03/28/2019	VR 22051619-114	#13611 WorkonEngine, Coola	7700.43	.00
CHECK TO VENDOR==>VENDOR FOURSTAR					FourStar Freightliner, Inc	TOTALS	7700.43	.00
Fun 4 Tally Kids	05/16/2019	-	1404	05/02/2019	VR 29051619-120	Advertising Through June	400.00	.00
CHECK TO VENDOR==>VENDOR FUN4TALL					Fun 4 Tally Kids	TOTALS	400.00	.00
Gulf Coast Lumber/Supply	05/16/2019	-	52625	04/03/2019	VR 01051619-022	#300166 FlushLev, DrillBit	35.27	.00
Gulf Coast Lumber/Supply	05/16/2019	-	52983	04/09/2019	VR 01051619-028	#300166 Keys	15.00	.00
Gulf Coast Lumber/Supply	05/16/2019	-	53030	04/10/2019	VR 01051619-023	#300166 Concrete Mix	18.90	.00
Gulf Coast Lumber/Supply	05/16/2019	-	53375	04/16/2019	VR 01051619-030	#300166 ExtCord, Self GFCI	76.97	.00
Gulf Coast Lumber/Supply	05/16/2019	-	53457	04/17/2019	VR 01051619-031	#300166 Tarp Cover	71.97	.00
Gulf Coast Lumber/Supply	05/16/2019	-	53679	04/22/2019	VR 01051619-029	#300166 Cable, Bulb, WallPl	91.33	.00
Gulf Coast Lumber/Supply	05/16/2019	-	53776	04/23/2019	VR 01051619-027	#300166 Recip Blade	20.99	.00
Gulf Coast Lumber/Supply	05/16/2019	-	53984	04/26/2019	VR 01051619-026	#300166 Drain Plug	10.99	.00
Gulf Coast Lumber/Supply	05/16/2019	-	54187	04/30/2019	VR 01051619-025	#300166 Toilet Seat	23.99	.00
Gulf Coast Lumber/Supply	05/16/2019	-	54315	05/02/2019	VR 01051619-024	#300166 2x12x10 PT	135.81	.00
CHECK TO VENDOR==>VENDOR GULFCOLU					Gulf Coast Lumber/Supply*	TOTALS	501.22	.00
H&E Equipment Services	05/16/2019	-	94450825	04/30/2019	VR 22051619-081	Cust#1190282 Valve, Contro	2085.00	.00
CHECK TO VENDOR==>VENDOR H&EEQUIP					H&E Equipment Services	TOTALS	2085.00	.00
Ingram Library Services	05/16/2019	-	39548021	04/03/2019	VR 01051619-070	Act#2005054	17.99	.00
Ingram Library Services	05/16/2019	-	39828035	04/23/2019	VR 01051619-069	Act#2005054	18.09	.00
Ingram Library Services	05/16/2019	-	39828036	04/23/2019	VR 01051619-068	Act#2005054	29.11	.00
Ingram Library Services	05/16/2019	-	39828037	04/23/2019	VR 01051619-067	Act#2005054	62.30	.00
Ingram Library Services	05/16/2019	-	39880083	04/26/2019	VR 01051619-066	Act#2005054	16.48	.00
Ingram Library Services	05/16/2019	-	39949227	05/01/2019	VR 01051619-065	Act#2005054	17.55	.00
Ingram Library Services	05/16/2019	-	39949228	05/01/2019	VR 01051619-064	Act#2005054	3159.54	.00
CHECK TO VENDOR==>VENDOR INGRAM					Ingram Library Services	TOTALS	3321.06	.00
Jefferson Community Water	05/16/2019	-	05000419	04/30/2019	VR 22051619-100	Act#0320500	39.64	.00
Jefferson Community Water	05/16/2019	-	12000419	04/30/2019	VR 19051619-075	Act#0311200	39.36	.00
Jefferson Community Water	05/16/2019	-	37000419	04/30/2019	VR 19051619-076	Act#0403700	38.79	.00
Jefferson Community Water	05/16/2019	-	41000419	04/30/2019	VR 22051619-102	Act#0424100	38.50	.00
Jefferson Community Water	05/16/2019	-	56000419	04/30/2019	VR 22051619-101	Act#0415600	39.93	.00
CHECK TO VENDOR==>VENDOR JEFFCOMM					Jefferson Community Water	TOTALS	196.22	.00
Madison Cnty School Boar	05/16/2019	-	04301901	04/30/2019	VR 22051619-085	CDL Training-Beverly, Lyla	1348.65	.00

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			CHECK TO VENDOR==>VENDOR	MADCOSB	Madison Cnty School Board	TOTALS	1348.65	.00
Madison County	05/16/2019	-	05031901	05/03/2019	VR 01051619-055	VA Internet 04/19	42.63	.00
			CHECK TO VENDOR==>VENDOR	MADISONB	Madison County	TOTALS	42.63	.00
McClellan Five, LLC	05/16/2019	-	1397	05/06/2019	VR 22051619-105	SolidWaste-InstaValveBody	720.00	.00
			CHECK TO VENDOR==>VENDOR	MCCLELLA	McClellan Five, LLC	TOTALS	720.00	.00
Mobile Communications	05/16/2019	-	80025401	04/29/2019	VR 22051619-112	Cust#2010686 GPS	293.30	.00
			CHECK TO VENDOR==>VENDOR	MOBILECO	Mobile Communications	TOTALS	293.30	.00
Monticello Carquest Inc.	05/16/2019	-	38182083	04/03/2019	VR 01051619-015	Cust#253 Line Trimmer	68.92	.00
Monticello Carquest Inc.	05/16/2019	-	38182452	04/09/2019	VR 01051619-016	Cust#253 SpringAuto25	5.68	.00
Monticello Carquest Inc.	05/16/2019	-	38183355	04/22/2019	VR 01051619-017	Cust#253 Oil	48.46	.00
Monticello Carquest Inc.	05/16/2019	-	38184206	05/03/2019	VR 22051619-088	Cust#263 26RM3 81	27.04	.00
Monticello Carquest Inc.	05/16/2019	-	38184226	05/04/2019	VR 22051619-090	Cust#263 24 Exact Fit	21.56	.00
Monticello Carquest Inc.	05/16/2019	-	38184436	05/07/2019	VR 22051619-092	Cust#263 Hyd Oil	215.20	.00
			CHECK TO VENDOR==>VENDOR	MONTCARQ	Monticello Carquest Inc.	TOTALS	386.86	.00
Monticello News	05/16/2019	-	11816	03/15/2019	VR 01051619-019	Recreation-Circus Ad	65.00	.00
Monticello News	05/16/2019	-	11862	03/22/2019	VR 01051619-020	Recreation-Circus Ad	65.00	.00
Monticello News	05/16/2019	-	11915	03/29/2019	VR 01051619-021	Recreation-Circus Ad	65.00	.00
Monticello News	05/16/2019	-	12128	04/17/2019	VR 22051619-077	NoticePubHearing-Ordinanc	70.75	.00
Monticello News	05/16/2019	-	12156	04/19/2019	VR 22051619-078	SolidWaste-Earth Day	98.00	.00
Monticello News	05/16/2019	-	12284	05/03/2019	VR 01051619-009	Notice VAB Hearing	25.00	.00
			CHECK TO VENDOR==>VENDOR	MONTINEW	Monticello News	TOTALS	388.75	.00
Morris Petroleum, Inc*	05/16/2019	-	2474	04/02/2019	VR 22051619-091	Solid Waste Fuel	153.70	.00
			CHECK TO VENDOR==>VENDOR	MORRISPE	Morris Petroleum, Inc*	TOTALS	153.70	.00
Mowrey Elevator Co. of F	05/16/2019	-	596983	05/01/2019	VR 01051619-059	#600483 Monthly Billing	184.34	.00
			CHECK TO VENDOR==>VENDOR	MOWREYEL	Mowrey Elevator Co. of FL	TOTALS	184.34	.00
MyOfficeProducts	05/16/2019	-	6916509	05/01/2019	VR 22051619-093	Act#40545 Copy Paper	81.90	.00
			CHECK TO VENDOR==>VENDOR	MYOFFICE	MyOfficeProducts	TOTALS	81.90	.00
Office Depot*	05/16/2019	-	11397446	04/30/2019	VR 01051619-040	#11397446 DrawstringBag	40.66	.00
Office Depot*	05/16/2019	-	11397446	04/30/2019	VR 01051619-041	#11397446 Wall Sign	11.99	.00
Office Depot*	05/16/2019	-	11397446	04/30/2019	VR 01051619-042	#11397446 Paper,Tape,Sani	516.64	.00
Office Depot*	05/16/2019	-	11397446	04/30/2019	VR 01051619-043	#11397446 Highlighters	7.99	.00
Office Depot*	05/16/2019	-	11397446	04/30/2019	VR 01051619-044	#11397446 Folders,Towels	102.86	.00
Office Depot*	05/16/2019	-	11397446	04/30/2019	VR 01051619-045	#11397446 Febreeze	5.39	.00
Office Depot*	05/16/2019	-	11397446	04/30/2019	VR 01051619-046	#11397446 Coffee,Creamer	81.71	.00

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Office Depot*	05/16/2019	-	11397446	04/30/2019	VR 01051619-047	#11397446 Pens	12.57	.00	
CHECK TO VENDOR==>VENDOR OFFDEP Office Depot*							TOTALS	779.81	.00
O'Reilly Automotive, Inc	05/16/2019	-	5-325893	04/06/2018	VR 22051619-096	#336410 CREDIT	-183.96	.00	
O'Reilly Automotive, Inc	05/16/2019	-	5-373611	04/27/2019	VR 22051619-082	#336410 ScrewDrvr,TogSwit	21.47	.00	
O'Reilly Automotive, Inc	05/16/2019	-	5-374183	05/01/2019	VR 01051619-049	#336410 Tractor LT	13.49	.00	
O'Reilly Automotive, Inc	05/16/2019	-	5-374237	05/02/2019	VR 01051619-038	#336410 FleetRunner	75.07	.00	
O'Reilly Automotive, Inc	05/16/2019	-	5-374245	05/02/2019	VR 01051619-039	#336410 ExchangeFleetRunn	.00	.00	
O'Reilly Automotive, Inc	05/16/2019	-	5-374390	05/03/2019	VR 22051619-089	#336410 Wiper Blades	7.18	.00	
O'Reilly Automotive, Inc	05/16/2019	-	5-374395	05/03/2019	VR 22051619-097	#336410 FastFit Glov	25.98	.00	
O'Reilly Automotive, Inc	05/16/2019	-	5-374488	05/03/2019	VR 22051619-098	#336410 22oz Big CHill	34.99	.00	
O'Reilly Automotive, Inc	05/16/2019	-	5-374879	05/07/2019	VR 22051619-095	#336410 Trans Fluid	35.88	.00	
CHECK TO VENDOR==>VENDOR OREILLY O'Reilly Automotive, Inc.							TOTALS	30.10	.00
Piggly Wiggly	05/16/2019	-	3831	05/03/2019	VR 22051619-094	Act#105 Creamer,Sugar	9.21	.00	
CHECK TO VENDOR==>VENDOR PIGGLYWI Piggly Wiggly							TOTALS	9.21	.00
Plantation Propane, Inc.	05/16/2019	-	3655	04/17/2019	VR 22051619-107	Solid Waste Delivery	90.00	.00	
CHECK TO VENDOR==>VENDOR PLANTATI Plantation Propane, Inc.							TOTALS	90.00	.00
Pro Chem, Inc.	05/16/2019	-	42283	04/29/2019	VR 22051619-108	SolidWaste-GermAway,HiTem	568.57	.00	
CHECK TO VENDOR==>VENDOR PRO-CHEM Pro Chem, Inc.							TOTALS	568.57	.00
Jefferson Co. Road Dept.	05/16/2019	-	04301904	05/01/2019	VR 22051619-083	Solid Waste Fuel	9230.59	.00	
Jefferson Co. Road Dept.	05/16/2019	-	04301906	05/01/2019	VR 01051619-005	Building Dept Fuel	215.01	.00	
Jefferson Co. Road Dept.	05/16/2019	-	04301909	05/01/2019	VR 01051619-032	Recreation Fuel	427.43	.00	
Jefferson Co. Road Dept.	05/16/2019	-	04301911	05/01/2019	VR 01051619-048	Mosquito Ctrl Fuel	496.04	.00	
CHECK TO VENDOR==>VENDOR RDDEPT Jefferson Co. Road Dept.							TOTALS	10369.07	.00
Redwire	05/16/2019	-	183529	04/25/2019	VR 01051619-058	#W1M1603 Extension Office	75.98	.00	
CHECK TO VENDOR==>VENDOR REDWIRE Redwire							TOTALS	75.98	.00
Sniffen & Spellman, PA	05/16/2019	-	21026	05/06/2019	VR 01051619-012	Act#10007-001	610.00	.00	
CHECK TO VENDOR==>VENDOR SNIFFEN& Sniffen & Spellman, PA							TOTALS	610.00	.00
Sonitrol of Tallahassee	05/16/2019	-	184808	05/01/2019	VR 01051619-056	#R1M601957 Courthouse	59.00	.00	
CHECK TO VENDOR==>VENDOR SONITROL Sonitrol of Tallahassee							TOTALS	59.00	.00
Talquin Portable Restroo	05/16/2019	-	19-46772	04/22/2019	VR 01051619-034	Restroom Rental	214.00	.00	
CHECK TO VENDOR==>VENDOR TALQUINR Talquin Portable Restroom							TOTALS	214.00	.00

VENDOR NAME	DUE DATE	PURCHASE ORDER NUMBER	INVOICE NUMBER	DUE DATE	TY	VOUCHER PE NUMBER	TRANSACTION DESCRIPTION	TRANS AMOUNT	DISC/WITH AMOUNT
Toshiba Financial Servic	05/16/2019	-	24724781	04/30/2019	VR	01051619-052	#014-1321378-000	145.00	.00
Toshiba Financial Servic	05/16/2019	-	24724781	04/30/2019	VR	01051619-053	#014-1321378-000	35.00	.00
CHECK TO VENDOR==>VENDOR TOSHIBA2 Toshiba Financial Service TOTALS								180.00	.00
Two Sisters	05/16/2019	-	05031901	05/03/2019	VR	29051619-117	Visitor Center May-July	150.00	.00
CHECK TO VENDOR==>VENDOR TWOSISTE Two Sisters TOTALS								150.00	.00
UniFirst Corporation	05/16/2019	-	0186914	05/02/2019	VR	22051619-079	Cust#1237569	171.84	.00
UniFirst Corporation	05/16/2019	-	0186923	05/02/2019	VR	01051619-010	Cust#1311916	136.80	.00
UniFirst Corporation	05/16/2019	-	0186929	05/02/2019	VR	01051619-011	Cust#1381144	34.32	.00
CHECK TO VENDOR==>VENDOR UNIFIRST UniFirst Corporation TOTALS								342.96	.00
US Ecology Livonia, Inc.	05/16/2019	-	496418	04/29/2019	VR	22051619-113	Cust#007413	20117.12	.00
CHECK TO VENDOR==>VENDOR USECOLOG US Ecology Livonia, Inc. TOTALS								20117.12	.00
WCTV Eyewitness News	05/16/2019	-	10939591	03/31/2019	VR	29051619-119	MontActing&Dance-March	1400.00	.00
WCTV Eyewitness News	05/16/2019	-	10941391	03/31/2019	VR	29051619-118	MontActing&Dance-March	100.00	.00
CHECK TO VENDOR==>VENDOR WCTV WCTV Eyewitness News TOTALS								1500.00	.00
Zee Medical Service	05/16/2019	-	89028739	04/22/2019	VR	01051619-033	#044540 Med Supplies	186.20	.00
CHECK TO VENDOR==>VENDOR ZEEMEDIC Zee Medical Service TOTALS								186.20	.00
2k webgroup	05/16/2019	-	7547	05/01/2019	VR	01051619-037	Monthly Maint & Hosting	219.45	.00
CHECK TO VENDOR==>VENDOR 2KWEBGRO 2k webgroup TOTALS								219.45	.00
CASH ACCOUNT # 011010000 TOTALS								137892.75	.00
BANK ACCOUNT # 0101001611 TOTALS								137892.75	.00
FINAL REPORT TOTALS								137892.75	.00

REPORT DATE 05/09/2019  
SYSTEM DATE 05/09/2019  
FILES ID B

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS  
LIST OF VOUCHERS TO BE PAID - CASH CODE ORDER

PAGE 1  
TIME 14:25:29  
USER KNEWBERRY

VENDOR NAME	DUE DATE	PURCHASE ORDER NUMBER	INVOICE NUMBER	DUE DATE	TY VOUCHER PE NUMBER	TRANSACTION DESCRIPTION	TRANS AMOUNT	DISC/WITH AMOUNT
CASH CODE-08008	G/L CASH ACCOUNT-111010000					CASH-CHECKING-CO TRANS		
Big Bend Tire	05/16/2019	-	21821	04/30/2019	VR 11051619-006	RoadDept-New Tires (4)	1539.28	.00
						CHECK TO VENDOR==>VENDOR BIGBENTI Big Bend Tire TOTALS	1539.28	.00
Capital Truck, Inc.	05/16/2019	-	314571	04/30/2019	VR 11051619-007	#70222 Fuel Filters	222.54	.00
						CHECK TO VENDOR==>VENDOR CAPTRUCK Capital Truck, Inc. TOTALS	222.54	.00
City of Monticello	05/16/2019	-	01120419	04/26/2019	VR 11051619-005	Act#00050112	59.77	.00
						CHECK TO VENDOR==>VENDOR CITYMONT City of Monticello TOTALS	59.77	.00
Ingram Signalization Inc	05/16/2019	-	1930-002	05/02/2019	VR 11051619-002	RoadDept-Replace Flasher	250.00	.00
						CHECK TO VENDOR==>VENDOR INGRAMSI Ingram Signalization Inc. TOTALS	250.00	.00
Jones Welding & Industri	05/16/2019	-	00545118	04/30/2019	VR 11051619-013	#58688 Cylinder Rental	70.20	.00
						CHECK TO VENDOR==>VENDOR JONESWEL Jones Welding & Industria TOTALS	70.20	.00
Mobile Communications	05/16/2019	-	80025400	04/29/2019	VR 11051619-004	Cust#11099 GPS	523.75	.00
						CHECK TO VENDOR==>VENDOR MOBILECO Mobile Communications TOTALS	523.75	.00
Monticello News	05/16/2019	-	12154	04/19/2019	VR 11051619-001	RoadDept-Classified	180.00	.00
Monticello News	05/16/2019	-	12188	04/24/2019	VR 11051619-012	RoadDept-Classified	180.00	.00
						CHECK TO VENDOR==>VENDOR MONTINEW Monticello News TOTALS	360.00	.00
Morris Petroleum, Inc*	05/16/2019	-	04241901	04/24/2019	VR 11051619-014	Road Dept Fuel	3044.40	.00
Morris Petroleum, Inc*	05/16/2019	-	04241902	04/24/2019	VR 11051619-015	Road Dept Fuel	16958.50	.00
						CHECK TO VENDOR==>VENDOR MORRISPE Morris Petroleum, Inc* TOTALS	20002.90	.00
O'Reilly Automotive, Inc	05/16/2019	-	5-373914	04/29/2019	VR 11051619-009	#336410 Battery,HoseAsy	160.46	.00
O'Reilly Automotive, Inc	05/16/2019	-	5-373931	04/29/2019	VR 11051619-008	#336410 Battery,RadiatCap	100.05	.00
O'Reilly Automotive, Inc	05/16/2019	-	5-373999	04/30/2019	VR 11051619-010	#336410 Oil Filter	8.90	.00
O'Reilly Automotive, Inc	05/16/2019	-	5-374157	05/01/2019	VR 11051619-011	#336410 15AMP Pro-PA	29.67	.00
						CHECK TO VENDOR==>VENDOR OREILLY O'Reilly Automotive, Inc. TOTALS	299.08	.00
TRACTOR SUPPLY COMPANY	05/16/2019	-	270487	04/02/2019	VR 11051619-017	#6035301202683833 Rakes	87.96	.00
TRACTOR SUPPLY COMPANY	05/16/2019	-	270487	04/02/2019	VR 11051619-018	#6035301202683833 ZincDb1	82.91	.00
						CHECK TO VENDOR==>VENDOR TRACTORS TRACTOR SUPPLY COMPANY TOTALS	170.87	.00
UniFirst Corporation	05/16/2019	-	0186947	05/02/2019	VR 11051619-003	Cust#1508769	151.15	.00

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VENDOR NAME	DUE DATE	PURCHASE ORDER NUMBER	INVOICE NUMBER	DUE DATE	TY VOUCHER PE NUMBER	TRANSACTION DESCRIPTION	TRANS AMOUNT	DISC/WITH AMOUNT
			CHECK TO VENDOR==>VENDOR UNIFIRST		UniFirst Corporation	TOTALS	151.15	.00
WaukeenaH Fertilizer	05/16/2019	-	95099	05/01/2019	VR 11051619-016	JEFFCR-RemedyUltra, Helosa	830.00	.00
			CHECK TO VENDOR==>VENDOR WAUKFERT		WaukeenaH Fertilizer	TOTALS	830.00	.00
			CASH ACCOUNT #		111010000	TOTALS	24479.54	.00
			BANK ACCOUNT #		0101006511	TOTALS	24479.54	.00
					FINAL REPORT TOTALS		24479.54	.00



# BOARD OF COUNTY COMMISSIONERS

## JEFFERSON COUNTY, FLORIDA

THE KEYSTONE COUNTY-ESTABLISHED 1827

1 COURTHOUSE CIRCLE; MONTICELLO, FLORIDA 32344

PHONE: (850)-342-0287

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**Stephen Fulford**

District 1

**Gene Hall**

District 2

**J T Surles**

District 3 Vice-Chair

**Betsy Barfield**

District 4 Chairwoman

**Stephen Walker**

District 5

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May 16, 2019

Florida Department of State  
Division of Cultural Affairs  
329 North Meridian St  
Tallahassee, FL 32301

Dear Grants Committee:

The Jefferson County Board of County Commissioners has been provided a rare opportunity; that is to be involved with the Kilpatrick Civic Auditorium's plan to renovate and bring back to life a 900-seat auditorium that was formerly part of the Jefferson County Middle/High School Properties. This auditorium will be a valuable resource for the community, and we believe it has a future as a cultural center for the many citizens of Jefferson County. When it is updated, it will be the largest public gathering space in the County and one of the largest in the region. This auditorium will provide opportunities for new performing arts programs, dance classes and community activities for the Jefferson Somerset charter school students as well as citizens of all ages. Community programs have shown interest in the ability to offer lecture series, open mic nights, community gatherings and other literary events at the auditorium.

Unfortunately, the Kilpatrick Auditorium is in dire need of upgrades and repairs to be fully functional. Among the most urgent needs are the replacement of the heat and air system (HVAC) and upgrades to technology such as lighting, sound and projection systems.

Jefferson County believes the Cultural Facilities Grant was established to support just this type of project. The repair and reopening of the Kilpatrick Auditorium is an excellent use of taxpayer funds that will have immediate benefits and will plant seeds for new economic development and creative opportunities in the region. We urge you to fully fund this request to assist bringing back to life a community property that has been so important in past decades of local residents' lives.

Please do not hesitate contacting me at 850-491-5432 or by email at [pbarwick@jeffersoncountyfl.gov](mailto:pbarwick@jeffersoncountyfl.gov). Thank you for your time and consideration

Sincerely,

Betsy Barfield, Chairwoman  
Jefferson County Commissioners

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**Kirk Reams**

Clerk of Courts

**Parrish Barwick**

County Coordinator

**T. Buckingham Bird**

County Attorney

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# BOARD OF COUNTY COMMISSIONERS

## JEFFERSON COUNTY, FLORIDA

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Sincerely,

Parrish Barwick

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**Kirk Reams**  
Clerk of Courts

**Parrish Barwick**  
County Coordinator

**T. Buckingham Bird**  
County Attorney

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## **DISPOSITION OF COUNTY SURPLUS PROPERTY (Draft)**

Florida Statutes provide a number of alternative methods for the disposition of county surplus property. These include:

1. Bid sale or lease (Section 125.35(1), Florida Statutes
2. Private sale (Section 125.35(2), Florida Statutes);
3. Competitive negotiation (Section 125.35(3), Florida Statutes);
4. Conveyance to governmental entity or non-profit organization (Section 125.38, Florida Statutes);
5. Like kind exchange (Section 125.37, Florida Statutes); and

### **Determining Method of Surplus Lands Disposition**

The county coordinator may provide recommendations; however, the board has sole discretion to determine the method to be used in disposing of surplus property. This is considered a discretionary act of the board and is not subject to appeal.

The county may engage the services of a Florida licensed real estate broker or auctioneer to assist in the disposing of surplus property.

### **Determination as to estimated value of land.**

The county coordinator will determine the estimated value of all property declared to be surplus pursuant to this article. This determination may be based upon the assessed value as set by the county property appraiser, staff recommendations or an appraisal prepared by an independent state certified real estate appraiser acceptable to the county coordinator. Determinations as to the estimated value of surplus land must consider and evaluate the following:

1. Configuration of the property;
2. Location;
3. Uplands/wetlands;
4. Environmental concerns;
5. Ability to develop the parcel in accordance with applicable regulations;
6. Current zoning on the parcel;
7. Highest and best use of the parcel; and
8. Encumbrances on title.

### **1) Bid Sale.**

- a) Generally. The bid sale or lease process is controlled by the provisions of Section 125.35(1), Florida Statutes.
- b) *Request.* Any person may request a bid sale or lease of property by filing a written request with the county coordinator. The request must specifically identify the property and include a statement as to a bonafide intention to purchase, or to lease, the property. A bid sale may also be initiated by the county coordinator based upon a review of the declared surplus property inventory.
- c) *Surplus determination.* If a person seeks to purchase or lease a parcel not currently in the surplus property inventory, then a recommendation as to the appropriateness of declaring the parcel surplus may be sent to the board in accordance with subsection (a), above. If the board declares the parcel surplus, then the request can proceed through the disposition process. A

## DISPOSITION OF COUNTY SURPLUS PROPERTY (Draft)

request to purchase or lease property already declared surplus by the board does not require additional board action until a purchase agreement or lease agreement is executed by the potential buyer and presented for board consideration.

- d) *Minimum bid determination.* The county coordinator will determine the estimated value of the surplus property as outlined in this policy and present this figure to the board for consideration in setting a minimum bid. The establishment of a minimum bid is a discretionary act of the board and is not subject to appeal.
- e) *Notice.* A notice calling for bids must be published in a newspaper of general circulation once a week for at least two weeks prior to board approval of any real estate purchase agreement or lease agreement resulting from the bid sale process. The notice must indicate the location of the subject property, where a bid package may be obtained, and the bid submittal deadline.
- f) *Bid acceptance.* All bids must comply with the county-approved bid specifications. Only bids meeting these specifications will be considered. Bids must be accompanied by the requisite deposit in the form of cashier's check, certified funds or a money order. Cash or personal checks will not be accepted.
- g) *Purchase agreement or lease agreement.* The board may enter into a real estate purchase agreement or lease agreement for the sale or lease of the parcel with the highest acceptable bidder. However, the board has the right to reject any and all bids, at any time in the bid sale process, for any reason.
- h) *Alternative disposition.* If the initial bid sale is not successful, the county coordinator may pursue an alternative disposition method or choose to retain the property in the surplus property inventory.

### 2) Private Sale.

- a) *Generally.* The private sale process is controlled by the provisions of Section 125.35(2), Florida Statutes. A private sale is appropriate only after the board determines that:
  - 1. The parcel of real property is of insufficient size and shape to be issued a building permit for any type of development to be constructed on the property; and the parcel is of use only to one or more adjacent property owners due to the size, shape, location and value of the parcel; or
  - 2. The value estimate of the parcel is \$15,000 or less, as determined by a fee appraiser designated by the board or by the county property appraiser, and the parcel is of use only to one or more adjacent property owners due to the size, shape, location, and value of the parcel.
- b) *Request.* A person may request a private sale of property by submitting a written request to the county coordinator. The request must specifically identify the property and include a statement as to a bonafide intention to purchase the property. A private sale may also be initiated by the county coordinator based upon a review of the surplus property inventory.
- c) *Surplus determination.* If a person seeks to purchase a parcel not currently in the surplus property inventory, then a recommendation as to the appropriateness of declaring the parcel surplus may be sent to the board in accordance with subsection (a), above. If the board declares the parcel surplus, then the request can proceed through the disposition process. A request to purchase property already declared surplus by the board does not require additional board

## DISPOSITION OF COUNTY SURPLUS PROPERTY (Draft)

action until a purchase agreement is executed by the potential buyer and presented for board consideration.

- d) *Notice.* A written notice of the intent to sell the property under the private sale alternative must be sent to all adjacent property owners by certified mail. The notice must inform the property owners about the property for sale, how to submit an offer to purchase the parcel, the required time frame for submittal of an offer and what process will result if more than one property owner desires to purchase the parcel.
- e) *Multiple offers to purchase.* If two or more adjacent property owners notify the county of a desire to purchase the surplus parcel, then the county will solicit sealed bids from those property owners.
- f) *Purchase agreement.* The board may enter into a purchase agreement for the sale of the parcel with the highest acceptable bidder. However, the board has the right to reject any and all bids, at any time in the private sale process, for any reason.

### 3) Competitive Negotiation.

- a) *Authority and scope.* This section is enacted under the authority of Section 125.35(3), Florida Statutes, to prescribe additional disposition standards and procedures to be used by the county in selling, conveying, or leasing real property owned by the county for a term in excess of one year. Leasing (or otherwise providing for the use of real property) for a term of one year or less is not governed by this section. Regardless of the length of the term, concession agreements, license agreements, operating agreements, recreational facility use agreements or other agreements requiring the use of real property owned by the county but whose primary purpose is to provide services to the county or to the public are not governed by this article.
- b) *Standards.* The board may negotiate, approve and execute lease, sale, conveyance or other development agreements for real property owned by the county to be used by a private party in a manner directly benefiting the county or otherwise for a governmental or public purpose. In no event shall the uses permitted by any such lease, sale, conveyance or other development agreement violate the county's future land use, development code regulations or comprehensive plan.
- c) *Procedures.*
  - i) The following procedures shall apply to selected transactions relating to negotiated lease, sale, conveyance or other development agreements benefiting the county or otherwise for governmental or public purposes:
    - (1) The selection of private parties for lease, sale, conveyance or other development agreements shall result from an open competitive process. Examples of competitive solicitations that comply with the terms of this section include, but are not limited to, invitations to negotiate, requests for proposals and requests for letters of interest.
    - (2) Notice of each solicitation shall be published in a newspaper of general circulation in the county not less than ten calendar days prior to the date on which responses to the solicitation are due. The notice shall indicate how copies of the solicitation can be obtained or electronically accessed by interested parties and state the date and time responses will be opened.
    - (3) The county will have the right to require additional information and interview any, all or none of the respondents. The interview format and content will be at the county's

## DISPOSITION OF COUNTY SURPLUS PROPERTY (Draft)

discretion. The county will have the right to conduct site visits of the respondents' facilities and/or of any current project(s) managed by the respondents.

- (4) Solicitation submittals will be reviewed and evaluated by the county to determine how the written responses and additional information address the county's needs and requirements, as stated in the solicitation. Evaluation criteria shall include, but not be limited to the following:
  - (a) The proposed use of the property, including such details as are required by the county coordinator;
  - (b) Respondent's ability to perform its obligations under the proposed lease, sale, conveyance or other development agreement;
  - (c) The financial obligations, if any, to be borne by the county;
  - (d) Respondent's past record of performance;
  - (e) Experience of the respondent and the respondent's team, if applicable; and
  - (f) Recent, current and projected workloads of the respondent and the respondent's team.
  - (g) Additional evaluation criteria may be included in each solicitation.
  - (h) The county coordinator will present the proposed lease, sale, conveyance or other development agreement to the board for consideration. The board may approve or reject the proposed lease, sale, conveyance or other development agreement in its sole and absolute discretion.
- ii) Any public-private partnership agreement entered into prior to the effective date of this section, that resulted from a competitive process, may be subsequently amended to include a negotiated lease, sale, conveyance or other development agreement, without further solicitation, if the public purpose underlying such public-private partnership agreement is not affected thereby.
- d) *Request.* A competitive negotiation may also be initiated by the county coordinator based upon a review of the declared surplus property inventory. Any person may request a competitive negotiation of property by submitting a written request to the county coordinator. The request must specifically include the following:
- e) *Surplus determination.* If a person seeks to purchase or lease a parcel not currently in the surplus property inventory, then a recommendation as to the appropriateness of declaring the parcel surplus may be sent to the board in accordance with subsection (a), above. If the board declares the parcel surplus, then the request can proceed through the disposition process. A request to purchase or lease property already declared surplus by the board does not require additional board action until a purchase agreement is executed by the potential buyer and presented for board consideration.
- f) *Notice.*
  - i) Types of notice. Once the parcel has been properly designated surplus, notice of the availability and potential sale of the parcel will be provided through at least two of the following means:
    - (1) County Website;
    - (2) Sign on the parcel;
    - (3) Posted notice in the Courthouse;
    - (4) Mailed notice to adjacent property owners;

## DISPOSITION OF COUNTY SURPLUS PROPERTY (Draft)

- (5) Notice to names on the surplus lands mailing list;
- (6) Newspaper or other print advertisement; or
- (7) Electronic media notice or advertisement.
- ii) Notice period/deadline for submittal of responses to a solicitation. The deadline for submittal of responses will be a minimum of 30 days from the date the notice of availability for sale is first published. For purposes of calculating the deadline date, the first day of publication will not be counted; a deadline date falling on a weekend or holiday will be moved forward to the next regular business day.
- g) *Negotiation.* The county will attempt to negotiate a purchase agreement or lease agreement with the selected respondent. All aspects of the real estate negotiation process are open for discussion, including an increase in the bid or sale price, or rent, of the property. The negotiation period will be established in the solicitation documents. If the county is unable to successfully negotiate a purchase agreement or lease agreement with the selected respondent within the negotiation period, then the county may cease negotiations with the selected respondent and proceed to negotiations with another respondent, if any.
- h) *Purchase agreement or lease agreement.* Once a purchase agreement or lease agreement has been successfully negotiated, the agreement will be sent to the board for consideration and approval. The date the item will appear on the board agenda will be available on the county website. The board has the right to reject any and all purchase agreements or leases, at any time in the competitive negotiation process, for any reason.

### 4) Conveyance to governmental entity or non-profit organization (Section 125.38, Florida Statutes);

- a) *Generally.* The conveyance to governmental entity or non-profit organization is controlled by the provisions of Section 125.38, Florida Statutes.
- b) *Request.* The United States, or any department or agency thereof, the state or any political subdivision or agency thereof, or any municipality of this state, or corporation or other organization not for profit Any person may request conveyance or lease of property by filing a written request with the county coordinator. The request must specifically identify the property and include a statement as to a bonafide intention to purchase, or to lease, the property for the purposes of promoting community interest and welfare.
- c) *Surplus determination.* If a person seeks to purchase or lease a parcel not currently in the surplus property inventory, then a recommendation as to the appropriateness of declaring the parcel surplus may be sent to the board in accordance with subsection (a), above. If the board declares the parcel surplus, then the request can proceed through the disposition process. A request to purchase or lease property already declared surplus by the board does not require additional board action until a purchase agreement or lease agreement is executed by the potential buyer and presented for board consideration.
- d) *Notice.* The fact of such application being made, the purpose for which such property is to be used, and the price or rent therefore shall be set out in a resolution duly adopted by such board. In case of a lease, the term of such lease shall be recited in such resolution. No advertisement shall be required.
- e) *Minimum offer determination.* The county coordinator will determine the estimated value of the surplus property as outlined in this policy and present this figure to the board for

## DISPOSITION OF COUNTY SURPLUS PROPERTY (Draft)

consideration in setting a minimum offer. The establishment of a minimum bid is a discretionary act of the board and is not subject to appeal.

- f) *Multiple offers to purchase or lease.* If two or more governmental entity and/or non-profit organizations notify the county of a desire to purchase or lease the surplus parcel, then the county will evaluate each entity's organize purposes of promoting community interest and welfare and choose which will be most beneficial to the citizens. This decision is a discretionary act of the Board. It is not subject to appeal.
- g) *Purchase agreement.* The agreement should include a clause that if the entity fails to utilize the property for the approved purpose of promoting community interest and welfare for more than two consecutive calendar years, it be gifted back to the County.

### 5) Like kind exchange

- a) *Generally.* Like kind exchange is controlled by the provisions of Section 125.37, Florida Statutes.
- b) *Request.* The County Coordinator or individual board member may ask the board to consider an exchange of property not needed for county purposes be exchanged for other real property, which the county may desire to acquire for county purposes via written notice.
- c) *Surplus determination.* If a person seeks to purchase a parcel not currently in the surplus property inventory, then a recommendation as to the appropriateness of declaring the parcel surplus may be sent to the board in accordance with subsection (a), above. If the board declares the parcel surplus, then the request can proceed through the disposition process. A request to purchase property already declared surplus by the board does not require additional board action until a purchase agreement is executed by the potential buyer and presented for board consideration.
- d) *Notice.* A written notice setting forth the terms and conditions of any such exchange of property, shall be first published, once a week for at least 2 weeks in a newspaper of general circulation published in the county, before the adoption by the board of a resolution authorizing the exchange or properties.
- e) *Agreement of Exchange.* The board must adopt a resolution authorizing the exchange or properties.

**Title XI**  
**COUNTY ORGANIZATION AND  
INTERGOVERNMENTAL RELATIONS**

**Chapter 125**  
**COUNTY  
GOVERNMENT**

125.35 County authorized to sell real and personal property and to lease real property.—

(1)(a) The board of county commissioners is expressly authorized to sell and convey any real or personal property, and to lease real property, belonging to the county, whenever the board determines that it is to the best interest of the county to do so, to the highest and best bidder for the particular use the board deems to be the highest and best, for such length of term and such conditions as the governing body may in its discretion determine.

(b) Notwithstanding paragraph (a), under terms and conditions negotiated by the board, the board of county commissioners may:

1. Negotiate the lease of an airport or seaport facility;
2. Modify or extend an existing lease of real property for an additional term not to exceed 25 years, where the improved value of the lease has an appraised value in excess of \$20 million; or
3. Lease a professional sports franchise facility financed by revenues received pursuant to s. [125.0104](#) or s. [212.20](#) which may include commercial development that is ancillary to the sports facility if the ancillary development property is part of or contiguous to the professional sports franchise facility. The board's authority to lease the above described ancillary commercial development in conjunction with a professional sports franchise facility lease applies only if at the time the board leases the ancillary commercial development, the professional sports franchise facility lease has been in effect for at least 10 years and such lease has at least an additional 10 years remaining in the lease term.

(c) No sale of any real property shall be made unless notice thereof is published once a week for at least 2 weeks in some newspaper of general circulation published in the county, calling for bids for the purchase of the real estate so advertised to be sold. In the case of a sale, the bid of the highest bidder complying with the terms and conditions set forth in such notice shall be accepted, unless the board of county commissioners rejects all bids because they are too low. The board of county commissioners may require a deposit to be made or a surety bond to be given, in such form or in such amount as the board determines, with each bid submitted.

(2) When the board of county commissioners finds that a parcel of real property is of insufficient size and shape to be issued a building permit for any type of development to be constructed on the property or when the board of county commissioners finds that the value of a parcel of real property is \$15,000 or less, as determined by a fee appraiser designated by the board or as determined by the county property appraiser, and when, due to the size, shape, location, and value of the parcel, it is determined by the board that the parcel is of use only to one or more adjacent property owners, the board may effect a private sale of the parcel. The board may, after sending notice of its intended action to owners of adjacent property by certified mail, effect a sale and conveyance of the parcel at private sale without receiving bids or publishing notice; however, if, within 10 working days after receiving such mailed notice, two or more owners of adjacent property notify the board of their desire to purchase the parcel, the board shall accept sealed bids for the parcel from such property owners and may convey such parcel to the highest bidder or may reject all offers.

(3) As an alternative to subsections (1) and (2), the board of county commissioners may by ordinance prescribe disposition standards and procedures to be used by the county in selling and conveying any real or personal property and in leasing real property owned by the county. The standards and procedures must provide at a minimum for:

(a) Establishment of competition and qualification standards upon which disposition will be determined.

(b) Reasonable public notice of the intent to consider disposition of county property and the availability of copies of the standards. Reasonableness of the notice is to be determined by the efficacy and efficiency of the means of communication used.

(c) Identification of the form and manner by which an interested person may acquire county property.

(d) Types of negotiation procedures applicable to the selection of a person to whom county properties may be disposed.

(e) The manner in which interested persons will be notified of the board's intent to consider final action at a regular meeting of the board on the disposition of a property and the time and manner for making objections.

(f) Adherence in the disposition of real property to the governing comprehensive plan and zoning ordinances.

History.—s. 1, ch. 23829, 1947; s. 1, ch. 70-388; s. 1, ch. 77-475; s. 1, ch. 81-87; s. 1, ch. 83-100; s. 1, ch. 86-105; s. 2, ch. 89-103; s. 2, ch. 95-416; ss. 1, 2, ch. 99-190; s. 1, ch. 2001-252; ss. 56, 79, ch. 2002-402; s. 8, ch. 2013-213

## Title XI

### COUNTY ORGANIZATION AND INTERGOVERNMENTAL RELATIONS

## Chapter 125

### COUNTY GOVERNMENT

125.37 Exchange of county property.—Whenever, in the opinion of the board of county commissioners, the county holds and possesses any real property, not needed for county purposes, and such property may be to the best interest of the county exchanged for other real property, which the county may desire to acquire for county purposes, the said board of county commissioners of any county is authorized and empowered to make such an exchange. Provided, however, before any exchange of property shall be effected, a notice, setting forth the terms and conditions of any such exchange of property, shall be first published, once a week for at least 2 weeks, in a newspaper of general circulation published in the county, before the adoption by the board of county commissioners of a resolution authorizing the exchange of properties.

History.—s. 3, ch. 23829, 1947.

## Title XI

### COUNTY ORGANIZATION AND INTERGOVERNMENTAL RELATIONS

## Chapter 125

### COUNTY GOVERNMENT

125.38 Sale of county property to United States, or state.—If the United States, or any department or agency thereof, the state or any political subdivision or agency thereof, or any municipality of this state, or corporation or other organization not for profit which may be organized for the purposes of promoting community interest and welfare, should desire any real or personal property that may be owned by any county of this state or by its board of county commissioners, for public or community interest and welfare, then the United States, or any department or agency thereof, state or such political subdivision, agency, municipality, corporation or organization may apply to the board of county commissioners for a conveyance or lease of such property. Such board, if satisfied that such property is required for such use and is not needed for county purposes, may thereupon convey or lease the same at private sale to the applicant for such price, whether nominal or otherwise, as such board may fix, regardless of the actual value of such property. The fact of such

application being made, the purpose for which such property is to be used, and the price or rent therefor shall be set out in a resolution duly adopted by such board. In case of a lease, the term of such lease shall be recited in such resolution. No advertisement shall be required.

History.—s. 4, ch. 23829, 1947.

### Title XVIII

#### PUBLIC LANDS AND PROPERTY

### Chapter 274

#### TANGIBLE PERSONAL PROPERTY OWNED BY LOCAL GOVERNMENTS

274.05 Surplus property.—A governmental unit shall have discretion to classify as surplus any of its property, which property is not otherwise lawfully disposed of, that is obsolete or the continued use of which is uneconomical or inefficient, or which serves no useful function. Within the reasonable exercise of its discretion and having consideration for the best interests of the county or district, the value and condition of property classified as surplus, and the probability of such property's being desired by the prospective bidder or donee to whom offered, the governmental unit may offer surplus property to other governmental units in the county or district for sale or donation or may offer the property to private nonprofit agencies as defined in s. [273.01](#)(3) by sale or donation. If the surplus property is offered for sale and no acceptable bid is received within a reasonable time, the governmental unit shall offer such property to such other governmental units or private nonprofit agencies as determined by the governmental units on the basis of the foregoing criteria. Such offer shall disclose the value and condition of the property. The best bid shall be accepted by the governmental unit offering such surplus property. The cost of transferring the property shall be paid by the governmental unit or the private nonprofit agency purchasing or receiving the donation of the surplus property.

History.—s. 5, ch. 59-163; s. 21, ch. 94-226; s. 6, ch. 96-209; s. 1, ch. 96-236.



# BOARD OF COUNTY COMMISSIONERS

## JEFFERSON COUNTY, FLORIDA

THE KEYSTONE COUNTY-ESTABLISHED 1827

1 COURTHOUSE CIRCLE; MONTICELLO, FLORIDA 32344

PHONE: (850)-342-0287

**Stephen Fulford**

District 1

**Gene Hall**

District 2

**J T Surles**

District 3 Vice-Chair

**Betsy Barfield**

District 4 Chairwoman

**Stephen Walker**

District 5

Valley View Residents: \* This is an estimate for discussion purposes

Jefferson County has an existing contract that provides asphalt laid in place for \$86.50 per ton which calculates out to roughly \$75,000 per mile at eighteen feet wide by 1.5" inches in thickness. These numbers are typical for most county roads that have been constructed in the past 5 years.

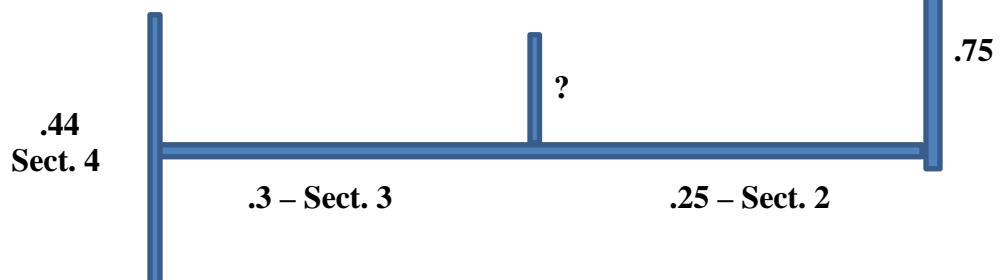
The Valley View Roadway has been measured by vehicle which creates a reasonable estimate but not exact. From the entrance of Valley View to the ninety degree right turn has been measured as .75 of a mile which will be considered section 1. From the ninety degree turn to the side road on the right has been measured as .25 of a mile to be considered section 2. From the side-road to the dead-end has been measured as .3 of a mile to be considered section 3 and finally the last portion of roadway is measured at .45 of a mile, considered section 4. The differential of the sections will translate to dollars if you choose to pave the roadway at different widths due to traffic demands in the subdivision. Many arrangements can be made on width which the subdivision property owners will need to decide.

Section 1 –.75 mile 18' wide = \$59,000	.75 ml 18' wide = \$59,000	.75 ml 18' wide = 59,000
Section 2 –.25 mile 18' wide = \$20,000	.25 ml 16' wide = \$18,000	.25 ml 16' wide = 18,000
Section 3 –.3 mile 18' wide = \$24,000	.3 ml 14' wide = \$19,000	.3 ml 14' = 19,000
Section 4 –.44 mile 18' wide = \$35,000	.44 ml 14' wide = \$28,000	.44 ml 10' wide = 19,000
Total	<u>\$138,000</u>	<u>\$ 124,000</u>
Asphalt alone, ***other costs to be included		<u>115,000</u>

**OTHER COSTS:** Final grading subsurface **\$4,500.00 Required**

**Road Striping** **\$2,500.00 Optional**

**Grassing/Seeding Shoulder** **\$3,500.00 Optional**



**Kirk Reams**

Clerk of Courts

**Parrish Barwick**

County Coordinator


**T. Buckingham Bird**

County Attorney



## MEMORANDUM

TO: Jefferson County Board of County Commissioners

FROM: Jay Moseley, Senior Consultant – GSG, Inc. 

SUBJECT: Bid Award Recommendations

DATE: May 10, 2019

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### BID AWARD

On May 9, 2019 sealed bids were received and opened for two replacement houses and one rehabilitation house in the Jefferson County SHIP Program for Housing Rehabilitation/Replacement. The bids received were accepted and opened at a bid opening meeting that was advertised and held at the County Coordinator's office. These bids were reviewed and recommendations are made in accordance with the Local Housing Assistance Plan. The applicants, recommended bidders and the amounts for these houses are listed below:

#### HOUSING REHABILITATION SHIP GRANT

APPLICANT	ADDRESS	RECOMMENDED BIDDER	AMOUNT
Johnny Mac Gaines	1522 S. Salt Rd. - Mont.	Florida Homes, Inc.	\$81,828*
Conrad Norton	33 Steel Road – Mont.	Florida Homes, Inc.	\$35,604
Minnie L. Stubbins	129 Clark Road – Mont.	J. G. Parker Enterprises, Inc.	\$81,888*

\* The arbitrary maximum limit in the LHAP for a replacement house is \$75,000, however due to recent hurricane activity and market conditions, prices have gone up for all types of construction. This limit can be exceeded by making a separate motion.

Recommended Action # 1: Motion to exceed the \$75,000 limit for these houses.

Recommended Action # 2: Award the houses as identified above.

Attachments:

Bid Tabulation with Recommendations

**May 9, 2019 at 11:00AM**

Opened By: Jana Bullark  
Signature Jana Bullark

Witnessed by: James F. Moselley

Signature James F. Moselley

## SMALL GRANT PROGRAM

### APPLICATION

Thank you for your interest in Jefferson County's Small Grant Program. Our goal is to provide support for activities and initiatives that encourage economic development and enhance the quality of life in our community.

Please complete this application (typewritten applications are preferred) and return it to the County Coordinator's office at least 60 days prior to the date on which the funds are needed, along with agreement to promote Jefferson County BOCC.

The process for evaluation of applications is as follows:

1. Within 30 days of receipt of a completed application, the Small Grant Program Review Committee will meet to evaluate the application. This meeting will be advertised and open to the public. You will be personally notified of the meeting and invited to have an open discussion with the Committee regarding your project. This will be the only forum in which your application will be discussed.
2. The Committee's evaluation and recommendation will be forwarded to the Board of County Commissioners and placed on the Consent Agenda for the next available meeting (but no later than 30 days following the Review Committee's meeting). You will receive notice of the meeting. However, there will be no further input or discussion and the Board will either accept or reject the Committee's recommendation.
3. The County Coordinator will notify applicants of the County Commission's decision regarding the grant request.
4. If your funding request is granted, you are required to submit a report outlining the development, implementation and overall assessment of the project or event. Please provide as many details as possible to assist the Review Committee and County Commission in evaluating the impact of the project or event. This report should be submitted to the County Coordinator's office no later than 30 days following the completion of the project or event.

Project name: Old Stories and New Discoveries - Conference

Organization name: Aucilla Research Institute, Inc.

Type of organization (charitable, 501(c)(3), etc.) 501(c)(3)

Name, address, telephone number and  
e-mail address of primary contact:

Jana Grubbs  
555 N. Jefferson St.  
Monticello, FL 32344  
933-6286 - cell  
healthways01@embargo.com

Please describe how the project meets the criteria established for this program. You may create your own narrative or respond by answering the questions below. Please limit your narrative or responses to one page and attach it to this application.

- How does the project respond to a demonstrated or emerging community need?
- What product or service will be rendered as a result of receiving funding?
- Is the project tied to economic development?
- How will the project be implemented?
- Are volunteer services and fundraising efforts being used as leverage to implement the project?
- Is the project currently receiving public funding from other sources?
- Are matching funds available?
- How will the project be sustained when the requested funds are exhausted?

Amount of funds requested: \$ 1,500.00

Anticipated project completion date: Oct. 5<sup>th</sup>, 2019



Jana Grubbs  
Signature of Applicant  
Executive Director  
Title  
5-1-2019  
Date

Logo to be used as BOCC notice.

The Aucilla Research Institute is a world class independent, scientific, and educational research center located in Florida's Big Bend region, the largest remaining stretch of undeveloped coastline in the continental United States. The Institute contributes knowledge to the fields of earth science, hydrography, natural history, cultural history, anthropology, archeology, and more. It is facilities, projects, partnerships, researchers, and associates working together to explore the past, preserve the present, and train future generations.

The Aucilla Research Institute will host "Old Stories & New Discoveries", a scholarly conference on October 4<sup>th</sup> & 5<sup>th</sup> in Monticello, Florida at the Historic Monticello Opera House. Built loosely around the development of archaeology in the Florida Panhandle and adjacent lower southeast, ARI's intent is to produce an event that will appeal to the general public as well as participating scholars.

In Conjunction with the conference ARI will cohost with the Jefferson Arts Center a retrospective of Dr. Richard Ohmes' work, an early voyager in the world of Florida Panhandle anthropology and early resident of North Florida. The exposition will include Dr. Ohmes artifacts and fossils, as well as his sculptures, painting and photography which captured the rural panhandle during the 1950s and 60s.

As well as partnering with Jefferson Arts Center we are also partnering with Jefferson County Historical Society, Mainstreet Monticello and FSU. Along with these partners we will have community volunteers and volunteers from local civic organizations such as Rotary and Altrusa.

The conference will be funded in part by private donations and mainstreet. Grants are being sought from state, county and city grants. Corporate funding is being requested through sources such as Duke Energy, The First Bank and Capital City.

Small town America is not known for its entertainment factor, so we welcome every opportunity to bring quality educational events to our area. Our conferences have a history of drawing great attendances from all over America. Short term this conference will boost our economy by filling the local Bed and Breakfasts, motel beds, crowding restaurants and filling the local shops. Long term, it will draw an interested eye to our beautiful small town. This attention will not only be aimed toward history, cultural history and ecotourism but will highlight small town living at its best.

ARI looks forward to the congenial exchange of ideas, news of new technologies, recent discoveries and old stories.

**JEFFERSON COUNTY  
BOARD OF COUNTY COMMISSIONERS  
NON PROFIT ORGANIZATION  
GRANT PROGRAM**

**Purpose.** The purpose of this program is to provide Jefferson County Board of County Commission support for activities and initiatives with non profit organizations and enhance the quality of life services within our community.

**Eligibility.** Applicants must be a non-profit organization serving Jefferson County. To be eligible, the applicant must demonstrate the activity which funding is sought with:

1. Clear and direct connection of service programs and activity in the county to citizens;
2. and/or Improved/Increased service to Jefferson County Citizens filling any gaps of service other programs are failing to address.

The maximum award available through the Non Profit Grant Program is \$2,000.00. This amount may be adjusted by the County, based on budgetary considerations.

Only one application per organization, per fiscal year (October 1 - September 30) will be considered; recipients of other county programs will not be eligible. The County will review requests bi-annually, in the spring during budget development also if funds are available a review session will be conducted in November. Non Profit organizations are eligible, service provided to county citizens will be the deciding factor for funding a request.

**How to Apply.** Application forms are available in the County Coordinator's Office or online at [www.jeffersoncountyfl.gov](http://www.jeffersoncountyfl.gov). Completed applications should be forwarded to:

**County Coordinator's Office  
1 Courthouse Circle  
Monticello, Florida 32344**

Additional instructions and timelines are contained in the application. All questions regarding the process should be directed to Parrish Barwick at 850-342-0287 or [pbarwick@jeffersoncountyfl.gov](mailto:pbarwick@jeffersoncountyfl.gov). Also, Mrs. Julie Conley at 850-997-7999 or [jcedc@embarqmail.com](mailto:jcedc@embarqmail.com)

**Evaluation.** Proposals will be evaluated by the Non Profit Grant Review Committee which shall consist of the Executive Directors of the Economic Development Council, Tourist Development Council and Chamber of Commerce; also Mrs. Jennifer Johnson, Jefferson County Health Department Administrator and the County Coordinator. The Committee's nonbinding recommendations will be submitted to the Board of County Commissioners for final approval. The following criteria will be used to evaluate grant proposals:

- Is the Organization a Not-For-Profit 501(c)(3)?
- Does the proposal respond to a demonstrated or emerging community need
- Is the project providing a service not met by other public/private service providers?
- Will existing and/or additional volunteer and fundraising efforts be used as leverage to promote the project
- Are matching funds available
- Does the proposal offer a plan for financial sustainability without continued grant assistance
- Does the applicant have the demonstrated ability to implement the project
- Does the applicant receive public financial support

**JEFFERSON COUNTY**  
**NON PROFIT GRANT**  
**PROGRAM APPLICATION**

Thank you for your interest in Jefferson County's Non Profit Grant Program. Our goal is to provide support for activities and initiatives that public service to our citizens and enhance the quality of life in our community.

Please complete this application (typewritten applications are preferred) and return it to the County Coordinator's office at least 60 days prior to the date on which the project funding is to be considered. Fall by October 15th and Spring by May 15th.

The process for evaluation of applications is as follows:

1. The Non Profit Grant Program Review Committee will meet Bi-annually to evaluate the application. Your organization will be notified of the meeting and invited to have an open discussion with the Committee regarding your project.
2. The Committee's evaluation and recommendation will be forwarded to the Board of County Commissioners and placed on the Consent Agenda for the next available meeting (but no later than 30 days following the Review Committee's meeting). You will receive notice of the meeting where commissioners may request further input or discussion; the BOCC will have final decision related to the Committee's recommendation.
3. The County Coordinator will cause applicants to be notified of the County Commission's decision regarding the grant request.
4. If your funding request is granted, you are required to submit a report after the project/event outlining the development, implementation and overall assessment of the project or event. Please provide as many details as possible to assist the Review Committee and County Commission evaluating the impact of the project or event. This report should be submitted to the County Coordinator's office no later than 30 days following the completion of the project or event.

Project name: We Care Network

Organization name: Capital Medical Society Foundation, Inc

Type of organization (charitable, 501(c)(3), etc. 501(c)(3)

Name: Diana Bixler, Program coordinator  
Address: 1204 MicroGulkee Road  
Tallahassee, FL 32308  
Phone: (850) 877-9018  
e-mail: dbixler@capmed.org, pimvin@capmed.org  
Primary contact: Pam Irwin, Executive Director

Please describe how the project meets the criteria established for this program. You may create your own narrative or respond by answering the questions below. Please limit your narrative or responses to one page and attach it to this application.

- How does the project respond to a demonstrated or emerging community need?
- What product or service will be rendered as a result of receiving funding?
- Is the project tied to public service for our citizens and/or communittee?
- How will the project be implemented?
- Are volunteer services and fundraising efforts being used as leverage to implement the project?
- Is the project currently receiving public funding from other sources?
- Are matching funds available?
- How will the project be sustained when the requested funds are exhausted?

Amount of funds requested: \$ 2,000

Anticipated project completion date: June 30, 2020

  
Signature of Applicant

Executive Director  
Title

April 19/2019  
Date



Jefferson County Non Profit Grant Program Application  
Narrative

1204 Miccosukee Road  
Tallahassee, FL 32308  
850-877-9018

Fax 850-878-0218  
[www.capmed.org](http://www.capmed.org)

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CMS President-Elect

Barbara Williams, M.D.

Charles Williams, M.D., *Emeritus*

Pam Irwin  
Executive Director

The We Care Network provides a safety net to those low-income, uninsured adult patients most in need in Jefferson County through the donation of specialty medical and dental care, including simple extractions, surgical extractions, crowns, root canals, dentures, and partials.

There is no other program providing donated specialty medical care and dental care to the low income, uninsured adults whose income is at or below 150% of the Federal Poverty Level. Jefferson County is ranked 47 out of 67 counties for health outcomes. 13% of its residents are uninsured.

The We Care Network uses case managers with degrees in human services and social work to coordinate all donated patient care to improve health outcomes.

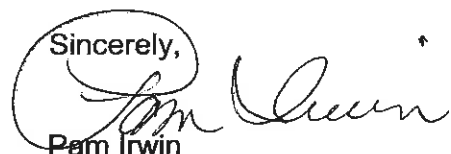
We Care Network's budget for FY 2018/19 is \$552,976. Revenue includes restricted and unrestricted grants and income from a yearly fundraiser. In FY 2018/19, We Care Network received \$8,900 designated grants to support case management services in Jefferson County. Funding sources included: Jefferson County Commission (\$2,000); Jefferson County Health Department (\$3,000); United Way-Rural Counties (\$1,900); and the Perkins Family Foundation (\$2,000). We anticipate that we will receive similar funding in FY 2019/20 from the Perkins Foundation and Jefferson County Health Department but not from United Way-Rural Counties due to their shift in focus away from access to healthcare. Matching funds are not available from other resources.

*In 2017/18, We Care Network:*

- Served 68 patients from Jefferson County
- Scheduled 142 patient appointments for Jefferson County patients
- Leveraged \$268,007.56 in donated specialty medical and dental care for Jefferson County patients.

We Care Network is not just any other social service agency. We are a crucial part of the healthcare system in Jefferson County. We are the only access to specialty medical and dental care for the population we serve- the low-income, uninsured adults who fall through the cracks and have no other options for needed care.

Our \$2,000 request is less than 1% of the value of services donated to Jefferson County patients last year. For every dollar of our \$2,000 request, \$134 in donated care is provided to Jefferson County residents. We appreciate your consideration of our \$2,000 grant request to continue to help coordinate needed donated specialty medical and dental care for Jefferson County's low-income, uninsured, adult residents.

Sincerely,  
  
Pam Irwin

Executive Director  
Capital Medical Society Foundation, Inc.

JEFFERSON COUNTY

NON PROFIT GRANT

PROGRAM APPLICATION

Thank you for your interest in Jefferson County's Non Profit Grant Program. Our goal is to provide support for activities and initiatives that public service to our citizens and enhance the quality of life in our community.

Please complete this application (typewritten applications are preferred) and return it to the County Coordinator's office at least 60 days prior to the date on which the project funding is to be considered. Fall by October 15th and Spring by May 15th.

The process for evaluation of applications is as follows:

1. The Non Profit Grant Program Review Committee will meet Bi-annually to evaluate the application. Your organization will be notified of the meeting and invited to have an open discussion with the Committee regarding your project.
2. The Committee's evaluation and recommendation will be forwarded to the Board of County Commissioners and placed on the Consent Agenda for the next available meeting (but no later than 30 days following the Review Committee's meeting). You will receive notice of the meeting where commissioners may request further input or discussion; the BOCC will have final decision related to the Committee's recommendation.
3. The County Coordinator will cause applicants to be notified of the County Commission's decision regarding the grant request.
4. If your funding request is granted, you are required to submit a report after the project/event outlining the development, implementation and overall assessment of the project or event. Please provide as many details as possible to assist the Review Committee and County Commission evaluating the impact of the project or event. This report should be submitted to the County Coordinator's office no later than 30 days following the completion of the project or event.

Project name: CRISIS ASSISTANCE - UTILITIES

Organization name: CAPITAL AREA COMMUNITY ACTION AGENCY

Type of organization (charitable, 501(c)(3), etc.) 501(c)(3)

Name: TIM CENTER  
Address: 301 OFFICE PLAZA DRIVE  
TALLAHASSEE FL 32301  
Phone: 850 222 2043 x102  
e-mail: tim.center@cacasinc.org  
Primary contact: TIM CENTER

Please describe how the project meets the criteria established for this program. You may create your own narrative or respond by answering the questions below. Please limit your narrative or responses to one page and attach it to this application.

- How does the project respond to a demonstrated or emerging community need?
- What product or service will be rendered as a result of receiving funding?
- Is the project tied to public service for our citizens and/or community?
- How will the project be implemented?
- Are volunteer services and fundraising efforts being used as leverage to implement the project?
- Is the project currently receiving public funding from other sources?
- Are matching funds available?
- How will the project be sustained when the requested funds are exhausted?

Amount of funds requested: \$ 6,250

Anticipated project completion date: 6/1/2020

  
Signature of Applicant

CEO  
Title

5/7/19  
Date

# **Jefferson County Non-Profit Grant Program *Application***

The Capital Area Community Action Agency is a nonprofit human service provider that offers programs designed to help stabilize a family that is struggling financially with the goal of eventually helping them move to a pathway to prosperity.

## **Demonstrated Need**

With nearly 20% of Jefferson County residents living at or below the poverty line (an annual income of about \$21,000 for a family of three), the Capital Area Community Action Agency proposes extending crisis services to those in poverty and those who make less than a survival budget for the county – the ALICE population.

## **Product or Service**

The Capital Area Community Action Agency administers a federally-funded safety net for income-eligible residents. We help pay a utility bill or offer assistance with rent when funding permits. The Agency also provides the free-to-parents Head Start pre-school program. For this grant, Community Action will use the funds to offer up to \$250 assistance with utility bills for ALICE (including those in poverty) families.

## **Public Service**

The Low-Income Home Energy Assistance Program is a public assistance initiative offered daily by our Community Action staff.

## **Implementation**

The Community Action office is located in the Senior Center and open during business hours daily. Residents know of Community Action and its services. Community Action will promote its expanded services through social media.

## **Leverage**

Community Action frequently encounters residents who need assistance but do not qualify. By expanding the LIHEAP program to cover ALICE residents, we can help more residents while using our federal funds for those clients in poverty.

**Other Funding Sources**

Community Action has an allocation for each of the eight counties it serves with Jefferson County receiving \$81,000. Any funds received will supplement these existing funds.

**Matching**

Matching funds are not available. But Community Action has allocated \$81,000 for Jefferson County residents.

**Sustainable Programming**

Unfortunately, the federal rules that govern the LIHEAP program cap income eligibility. This proposal will permit Community Action to expand service delivery to the ALICE population. This will only be for the period of the grant.

Amount of Funds requested - \$6,250 – (25 residents at \$250 per service)

Anticipated project completion date – 6/1/2020