

# **AGENDA**

***Regular Meeting – November 9, 2016 – 9:00 AM  
Courthouse Annex – Commission Meeting Room***

## **ROLL CALL**

## **ADOPTION OF THE AGENDA**

## **PETITIONS FROM THE PUBLIC – FIVE (5) MINUTE LIMIT**

## **APPROVAL OF THE MINUTES FROM THE REGULAR MEETING HELD OCTOBER 26, 2016.**

## **CONSTITUTIONAL OFFICER REPORTS**

## **CONSENT AGENDA**

1. Proclamation Recognizing World Pancreatic Cancer Day in Madison County.
2. Approval of Sheriff's Department Confiscated Currency Expenditure in the Amount of \$14,000.00.
3. Approval of Budget Amendment in the Amount of \$13,850 to Correct Recording Entries in the Law Enforcement and Corrections Fund.
4. Re-appointment of Travis Renfroe and Curtis Johnson to the Competency Board.

## **UNFINISHED BUSINESS**

1. Budget and Contract Amendment for 5<sup>th</sup> Cycle Mowing for Fiscal Year 2016-2017 in the Amount of \$22,427.39.

## **PUBLIC WORKS DEPARTMENT**

1. Approval to Donate Surplus Mosquito Control Truck to Greenville Volunteer Fire Department.

## **NEW BUSINESS**

1. Review with Possible Acceptance of Recreation Compact with the Suwannee Valley League of Cities.

2. Consideration of Government Services Group Agreement to Update the County's Fire and Solid Waste Assessment Programs.
3. Request for Contract Extension with RS&H, Inc. for Madison County Landfill Remediation.
4. Discussion Regarding CAMA (Computer Aided Mass Appraisal) System – Mrs. Leigh Barfield, Property Appraiser.

**Planning & Zoning Board**

Mack Primm, Chair – District 1 – Term Ends January 1, 2019  
 Brent Whitman – District 2 – Term Ends December 1, 2017  
 Calvin Malone – District 3 – Term Ends February 1, 2019  
 Mike Holton – District 4 – Term Ends December 1, 2017  
 Christy Grass – District 5 – Term Ends February 1, 2018  
 Julia Shewchuck, Vice-Chair – At-Large – Term Ends June 1, 2018  
 Chad Thurner – At-Large – Term Ends June 1, 2019  
 Tim Ginn – School Board Representative  
 Dot Alexander – Alternate – Term Ends February 1, 2017  
 VACANT – Alternate – Term Ends

**Madison County Development Council**

**BOCC APPOINTEES:**

Ed Meggs – Term Ends – January 1, 2018  
 Rick Davis – Term Ends – January 1, 2018

**Tourist Development Council**

Chair of BOCC or His Designee, *Chair to be Re-Appointed Annually Prior to July 1<sup>st</sup>* – Term Ends June 1, 2017  
 Jim Catron – Elected Municipal Official from Most Populous Municipality – Term Ends June 1, 2018  
 Edwin McMullen – Elected Municipal Official from Any Municipality – Term Ends June 1, 2017  
 Latrelle Ragans, – Involved in Tourist Industry and SUBJECT to the Tax – Term Ends June 1, 2018  
 Brenda Graham – Involved in Tourist Industry and SUBJECT to the Tax – Term Ends June 1, 2017  
 Trent Abbott – Involved in Tourist Industry and SUBJECT to the Tax – Term Ends June 1, 2018  
 Jackie Blount – Involved in Tourist Industry and NOT SUBJECT to the Tax\* – Term Ends June 1, 2017  
 Roy Milliron – Involved in Tourist Industry and NOT SUBJECT to the Tax\* – Term Ends June 1, 2017  
 Sandy Wilson – Involved in Tourist Industry and NOT SUBJECT to the Tax\* – Term Ends June 1, 2018

\*Not More Than One of the Positions Marked with an Asterisk May Also be Filled by a Person who is Subject To the Tax.

**Competency Board**

Benjamin Grass – Term Expires January 1, 2018  
 Travis Renfroe - Term Expires January 1, 2017  
 Dennis Pitts – Term Expires January 1, 2018  
 Jayson Williams – Term Expires January 1, 2018  
 Curtis Johnson - Term Expires January 1, 2017  
 Dewayne O'Quinn – Term Expires January 1, 2018  
 Danny Plain – Term Expires January 1, 2018

**Code Enforcement Board**

Brian Leonardson – Term Expires January 1, 2018  
 Anthony O'Quinn – Term Expires January 1, 2018  
 Eddie Taylor – Term Expires January 1, 2018  
 Curtis Johnson – Term Expires January 1, 2018  
 Lynette Sirmon – Term Expires January 1, 2018  
 Freddie Simmons – Term Expires January 1, 2018  
 Jimmy Anderson – Term Expires January 1, 2018

**Commissioners**

Alfred Martin, Chair – District 4  
 Wayne Vickers, Vice-Chair – District 2  
 Justin Hamrick – District 1  
 Ronnie Moore – District 3  
 Rick Davis – District 5

## PROCEDURAL RULES FOR THE MEETINGS OF THE BOARD OF COUNTY COMMISSIONERS

The following notices are hereby given to all persons concerning the meetings of the Board of County Commissioners of Madison County, Florida (hereinafter the "Board"):

1. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the meetings of the Board in all cases to which they are applicable and in which they are not inconsistent with the law, these rules or are otherwise waived by the Board.
2. No comments from the floor will be allowed under any circumstances.
3. The Board shall hear as many comments from the public as practicable during any meeting.
4. No member of the public may address the Board who has not previously signed up to address the Board, unless he or she is requested to do so by the Chair.
5. Any member of the public who wishes to address the Board on any topic, which appears on the agenda or otherwise, must sign up before the scheduled time for public comments.
6. All speakers will be limited to five (5) minutes per topic, unless leave is given by the Chair.
7. Any identifiable group of three (3) persons or more shall be limited to a total of ten (10) minutes per topic.
8. All members of the public given the privilege of addressing the Board, shall do so at the beginning of its scheduled meeting, or immediately following the lunch time break, if the scheduled meeting continues past the lunch time break.
9. The Chair may rule any speaker out of order and require that speaker to cease addressing the Board and if necessary order the bailiff to remove that speaker from the Commission Chambers if:
  - A. The speaker refuses to confine his remarks to the topic at hand.
  - B. The speaker becomes belligerent, irrational, or in any way disruptive to the meeting of the Board, or,
  - C. The speaker refuses to cease addressing the Board after his allotted time.
10. No agenda item will be designated for any specific time other than a time during the first three (3) hours of the meeting, unless leave is given by the Chair. All times shown on the agenda are approximate.
11. No item may be added to the agenda of the Board of County Commissioners except upon request of the Chair, a Board member, the County Manager, the Clerk of the Board or the County Attorney.
12. All decisions of the Chair concerning parliamentary procedures, decorum, or rules of order will be final, unless they are overcome by a majority of the members of the Board in attendance.
13. The Chair shall vote on all issues that come before the Board in the same manner as a member of the Board.

**Notice:** All items listed on the agenda are for discussion and possible action including vote by the Board. The Board reserves the right to amend the agenda of any meeting to the fullest extent allowed by law. Pursuant to the provisions of the Americans with Disabilities Act, if you are a person requiring special accommodations to participate in this meeting of the Board, you are entitled, at no cost to you, to the provision of certain assistance. Please contact Tim Sanders, Clerk of Court, at Post Office Box 237, Madison, Florida 32341, telephone: (850)973-1500, at least 48 hours prior to the meeting. If you are hearing or speech impaired, please call 711. If a person decides to appeal any decision made by the Board with respect to any matter considered at this meeting he or she will need a record of the proceedings, and that, for such purpose, he or she will 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.

**BOARD OF COUNTY COMMISSIONERS**

**MADISON COUNTY, FLORIDA**

**COURTHOUSE ANNEX**

**MINUTES OF THE REGULAR MEETING**

**WEDNESDAY, OCTOBER 26, 2016**

**6:00 P.M.**

The Board of County Commissioners of Madison County, Florida met this day in Regular Session with the following members present: Justin Hamrick (District 1), Wayne Vickers (District 2), Ronnie L. Moore (District 3), Alfred Martin (District 4), and Rick Davis (District 5). Also present were County Attorney George T. Reeves, County Coordinator Brian Kauffman, Assistant County Coordinator Sherilyn Pickels, and County Clerk Tim Sanders.

The Chairman, Honorable Alfred Martin, called the meeting to order and called the roll.

Upon a motion by Commissioner Moore, seconded by Commissioner Hamrick, the Board voted unanimously (5-0) to approve the agenda as presented.

Under Petitions from the Public, Ms. Selina Legendre expressed her concerns about the Board's funding of the Sheriff's Communications Center, and also the lack of economic development and things for kids to do in the County compared to surrounding counties and communities. She also expressed her appreciation for the reduction in the speed limit in her residential area near the intersection of Interstate 10 and County Road 255, but asked for more enforcement of the new speed limits.

Chairman Martin directed the Board's attention to a scheduled Public Hearing regarding a Special Exception for Verizon Cell Tower on the Sheffield Property (Parcel Identification Number 0446-001-000) in section 31, township 1 south, range 7 east. County Planner Jeanne Bass reported the Planning & Zoning Board conducted a Public Hearing on August 4<sup>th</sup> and voted unanimously to recommend approval by the Board of County Commissioners to construct a cell tower on said parcel of land off SW Federal Road as shown on an aerial photograph attached to an APPLICATION FOR SPECIAL EXCEPTION. The Chairman opened the Public Hearing for public comment. Attorney Mary Solik on behalf of Verizon Wireless asked the Board for approval and stated this was the third such application submitted by Verizon in the last three months for new telecommunications towers in the county. Ms Solik stated these towers enhance public safety as well as economic development. Hearing no further comments, the Chairman closed the public comment portion of the Public Hearing. Upon a motion by Commissioner Moore, seconded by Commissioner Hamrick, the Board voted unanimously (5-0) to approve said Special Exception for Cell Tower.

The Chairman directed the Board's attention to another scheduled Public Hearing to consider AN ORDINANCE ENACTED PURSUANT TO SECTION 125.35(3), FLORIDA STATUTES, AND THE COUNTY'S HOME RULE POWERS PROVIDING AN ALTERNATIVE AND SUPPLEMENTAL METHOD FOR SELLING AND CONVEYING REAL AND/OR PERSONAL PROPERTY AND LEASING REAL PROPERTY OWNED BY THE COUNTY; PROVIDING THAT THE COUNTY MAY SELL AND CONVEY REAL AND/OR PERSONAL PROPERTY AND LEASE REAL PROPERTY OWNED BY THE COUNTY PURSUANT TO WRITTEN CONTRACTS WHICH MUST BE NOTICED, CONSIDERED AT A PUBLIC HEARING AND VOTED ON BY THE BOARD OF COUNTY COMMISSIONERS AND PROVIDING A METHOD, STANDARDS AND CONDITIONS THEREFORE; PROVIDING THAT THE COUNTY MAY SELL AND CONVEY REAL AND/OR PERSONAL PROPERTY OWNED BY THE COUNTY BY PUBLIC SALE AND PROVIDING A METHOD, STANDARDS AND CONDITIONS THEREFORE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES AND SPECIFICALLY REPEAL OF ORDINANCE NOS. 2008-177 AND 2015-219; PROVIDING FOR SEVERABILITY; PROVIDING FOR EFFECTIVE DATE. The County Attorney advised the Public Hearing was properly noticed in the newspaper. He stated Florida Statutes generally requires the sale of county-owned property by sealed bids, but several years ago the Board adopted an alternate method by ordinance to dispose of real property, one of which was to allow the clerk to sell property on the court house steps similar to foreclosure and tax deed sales. He went on to explain another part of the process was to post notice on the court house doors for a period of ten (10) days of a proposed sale for consideration by the Board. As a better method to notice the public, Mr. Reeves advised the proposed ordinance would allow county staff to give notice of special or regular meetings where said proposed sales would be considered. Chairman Martin opened the Public Hearing for comments. Mr. Benjamin Wyche asked the Board to also consider placing notices of said sales online. Mr. Reeves advised the legal requirement to notice said sales is incorporated in the ordinance, but notices may be posted on the county website as well. Hearing no further comments, the Chairman returned the matter back to the Board for consideration. Discussion followed on the time length of public notice found in Section 3 and Section 4 of said proposed ordinance. Upon a motion by Commissioner Hamrick, seconded by Commissioner Vickers, the Board voted unanimously (5-0) to approve said ordinance.

Also under Petitions from the Public, Mr. Benjamin Wyche commended the Board for placing the agenda of the Regular Meetings online in an attempt to be more transparent, but expressed his concern about the necessity of amending the agenda at the September 14<sup>th</sup> Regular Meeting to approve a request to purchase a parcel of land listed on the County's List of Lands. Mr. Wyche also questioned the validity of the meeting dates of the Madison County Development Council (MCDC) posted online since it is an economic development arm of the County. Mr. Wyche also suggested placing a "calendar of events" on the Board's website. Regarding economic development in the County, Mr. Wyche held up the list of projects submitted by the County's Economic Development Consultant Crawford Powell at the last Regular Meeting and asked if his work was worth his \$11,250 quarterly salary. Although he was

told by the County Coordinator the Board had no control over the Constitutional Officers, Mr. Wyche suggested the Supervisor of Elections close his office one day a week after the election which would save approximately \$28,000 a year. He also stated Madison County having a millage rate of 10 mills looked bad, and in closing asked the Board to consider putting on a workshop to discuss Charter Government in Madison County.

The minutes of the Regular Meeting held on October 12, 2016 and the minutes of the Value Adjustment Board Meeting held later in the morning on October 12, 2016 were presented for review. Upon a motion by Commissioner Moore, seconded by Commissioner Hamrick, the Board voted unanimously (5-0) to approve said minutes as presented.

Upon a motion by Commissioner Hamrick, seconded by Commissioner Vickers, the Board voted unanimously (5-0) to approve the Consent Agenda (1. Budget Amendment Request for the Madison County Development Council; 2. Approval of Emergency Medical Services Rate Schedule; 3. Budget Amendment Request for Sheriff's Office Employee Leave Payoff in the amount of \$35,932.58).

Under Public Works Department, County Road & Bridge Coordinator Lonnie Thigpen referred to a paper entitled *Cost of Mowing (County Forces vs. Contract)*. Mr. Thigpen explained the estimated total cost per year for the Road & Bridge Department to mow county right-of-way now under contract would be \$143,965.03 for four (4) mowing cycles or \$35,991.26 per mowing cycle. This he compared to the current contract with Keen Forest Management in the amount of \$89,709.57 or \$22,427.39 per mowing cycle. Mr. Thigpen explained the Florida Department of Transportation (FDOT) utilizes five (5) mowing cycles for its right-of-way and he did not have funds in his current budget to provide for an additional fifth mowing cycle at a cost of \$22,427.39. Chairman Martin asked staff and the clerk to look at the affordability of adding an additional mowing cycle, from four to five, and bring back a recommendation for the Board at the next Regular Meeting.

Discussion followed regarding the paving of the closed section of Celosia Drive. The County Attorney advised before paving, the Board needed an opinion from the County Engineer's consultant that the roadway is no more susceptible to a sinkhole than any other roadway in the county.

Also under Public Works Department, Solid Waste/Recycling Department Coordinator Jerome Wyche referred to a letter dated October 19, 2016 from him to the Board that requested a 2005 International Knuckle Boom/Grapppler vehicle be declared surplus and removed from the Solid Waste/Recycling inventory. Upon a motion by Commissioner Vickers, seconded by Commissioner Moore, the Board voted unanimously to approve said request to surplus said vehicle.

Mr. Wyche also referred to a paper entitled *GRAPPLER/KNUCKLE BOOM BID COMPARISONS* that included bid responses from RDK Truck Sales and Orlando Freightliner for

two (2) and three (3) year lease options. Mr. Wyche recommended the RDK Truck Sales' 3- year semi-annual payment plan in the amount of \$11,635.46. Upon a motion by Commissioner Moore, seconded by Commissioner Hamrick, the Board voted unanimously to approve said recommendation to lease said replacement Grappler/Knuckle Boom vehicle.

Mr. Wyche also referred to a paper entitled *Madison County Board of County Commissioners Solid Waste Division/Grapple Truck Offer to Purchase from RDK Truck Sales* to purchase the aforementioned 2005 International Knuckle Boom/Grappler vehicle for \$15,000. Mr. Wyche stated he had one other oral quote for said vehicle in the amount of \$12,000. A motion was made by Commissioner Vickers and seconded by Commissioner Moore to approve the sale of said vehicle to RDK Truck Sales for \$15,000. Motion carried 5-0.

Mr. Wyche also presented a proposed RESOLUTION NO. 2016-10-14 (A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF MADISON COUNTY, FLORIDA TO LEASE 1-2017 MACK MRU613 FRONT END LOADER WASTE DISPOSAL TRUCK) for consideration. The County Attorney referred to two documents, one entitled *GOVERNMENT OBLIGATION CONTRACT*, and the other *ADDENDUM TO LEASE CONTRACT* and advised the Board after review he had an issue with the proposed lease with Leasing 2, Inc. that involves IRS allowable tax deductions under Florida law. RDK Truck Sales representative Rane Robinson stated the proposed lease is commonly used with Florida counties and municipalities, but if the Board agreed, RDK Trucks would agree to hold Madison County harmless if any taxes are due. A motion was made by Commissioner Moore and seconded by Commissioner Vickers to approve said Resolution as presented. Motion carried 5-0.

The County Coordinator referred to a proposed *Holiday Schedule For Madison County-Calendar Year 2017*. The Clerk reported the schedule includes the same holidays as the current 2016 calendar year. A motion was made by Commissioner Moore and seconded by Commissioner Hamrick to approve said 2017 holiday schedule. Motion carried 5-0.

The *NOTICE OF PUBLIC MEETINGS OF THE BOARD OF COUNTY COMMISSIONERS OF MADISON COUNTY, FLORIDA* was also presented for approval. A motion was made by Commissioner Hamrick and seconded by Commissioner Vickers to approve said proposed Regular Meeting dates for calendar year 2017. Motion carried 5-0.

Assistant County Coordinator Sherilyn Pickels explained the Board's November 9<sup>th</sup> Regular Meeting date was agendaed for discussion due to the uncertain availability of the Courthouse Annex Boardroom after the November 8<sup>th</sup> election. But she indicated Supervisor of Elections Tommy Hardee advised her all election equipment would be removed from the room prior to the 9:00 A.M. meeting. She also gave a reminder the second November Regular Meeting on the day before Thanksgiving was cancelled earlier by the Board.

With regard to the sale of county-owned timber, County Coordinator Brian Kauffman referred to two aerial photographs of said timber on lands entitled "Williams Tract" and "Landfill

Tract". Mr. Kauffman explained an estimate of the value of the timber was received prior to the recent purchase of the 74 acre Williams parcel and suggested the Board get bids for sale of said timber, as well as bids for the timber on the 20 acre tract south of the old Madison County Landfill. He recommended the County Attorney draw up a notice of the sale of said timber for a lump-sum bid for each parcel for advertisement in the local newspaper, website, and distribution to local loggers. Mr. Reeves explained the flat rate or lump sum bid was a better method compared to an alternate method of sale by the ton, which would require someone on site to count the loads of cut timber. A motion was made by Commissioner Moore and seconded by Commissioner Hamrick to allow staff to prepare a lump sum bid for sale of said timber. Motion carried 5-0.

Commissioner Moore reminded the Board of the Small County Coalition meeting in conjunction with the November Florida Association of Counties (FAC) Conference and also the upcoming Ethics Training Seminar in Live Oak sponsored by the Florida League of Cities. Mrs. Pickels asked the Commissioners to let her know who wished to attend.

The County Attorney advised as part of the Special Assessment study for Solid Waste and Fire Services next year and putting the Special Assessments on the tax roll, the Board is required to adopt a resolution by the end of the year. For the Board's information, he would start the process to advertise and place the proposed resolution on the agenda for the first Regular Meeting in December.

Commissioner Davis mentioned the terms of two members of the Competency Board expire January 1, 2017 and suggested staff contact them to see if they wish to continue.

Mr. Kauffman stated vacancies on the local SHIP Advisory Board would also be brought back to the Board for consideration.

Madison City Manager Tim Bennett spoke on a positive note on economic development in Madison County and reported with the County's help, improvements were being made along with resurfacing Harvey Greene Drive to better market the City Industrial Park. He also reported the City is considering rezoning areas around the new hospital for offices, making recreation amenities more available, enhancing downtown storefronts, and the expansion of Stahl-Meyer Foods. He also praised a strong downtown merchants group and the Madison County Chamber of Commerce.

There being no further business, the Chairman adjourned the meeting at 7:40 P.M.

Board of County Commissioners  
Madison County, Florida

By: \_\_\_\_\_  
Alfred Martin, Chairman

ATTEST:

\_\_\_\_\_  
Tim Sanders, Clerk to the Board of  
County Commissioners



## PANCREATIC CANCER ACTION NETWORK

Dear Board of County Commissioners,

I am writing on behalf of the estimated 41,780 Americans who will die of pancreatic cancer in 2016, approximately 3,080 of whom live in Florida. In 2016, pancreatic cancer will afflict more than 53,070 Americans, 71 percent of whom will die within one year of their diagnosis, and 92 percent of whom will die within five years of diagnosis.

On December 24, 2012, I lost my dad, Bill Hill, to pancreatic cancer at the age of 61. Diagnosed at Stage IV, my dad was only expected to live another 3-6 months. He was determined to fight this disease with everything in him and, despite the grim prognosis, made a date to see his doctors the following year. He kept that date, but died only a few days later. Advances in early detection and treatment options are key to beating this disease and could have made the difference in saving my dad's life.

This year, pancreatic cancer surpassed breast cancer to become the third leading cause of cancer-related death in the United States, and it is projected to become the second leading cause by 2020. It is the only major cancer with a five-year relative survival rate in the single digits at just eight percent.

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 17 as World Pancreatic Cancer Day, you can help us raise awareness in our community.

I have attached a draft of the proclamation text for your review.

We request that one original of the proclamation be made available for our records. Please contact me at 904-868-1030 or [alison.strother@comcast.net](mailto:alison.strother@comcast.net) with any questions. I look forward to working with you to issue a proclamation that will recognize World Pancreatic Cancer Day and bring much needed attention to this deadly disease. Thank you for your interest in this important issue.

Sincerely,

Alison Strother

**Madison County Proclamation**  
**Declaring November 17 “World Pancreatic Cancer Day” in Madison County**

WHEREAS in 2016, an estimated 53,070 people in the United States will be diagnosed with pancreatic cancer, one of the deadliest cancers, and 41,780 will die from the disease;

WHEREAS pancreatic cancer surpassed breast cancer this year to become the third leading cause of cancer death in the United States, and it is projected to become the second leading cause by 2020;

WHEREAS pancreatic cancer is the only major cancer with a five-year relative survival rate in the single digits at just eight percent;

WHEREAS when symptoms of pancreatic cancer present themselves, it is generally in later stages, and 71 percent of pancreatic cancer patients die within the first year of their diagnosis;

WHEREAS approximately 3,080 deaths will occur in Florida in 2016;

WHEREAS pancreatic cancer is the seventh most common cause of cancer-related death in men and women across the world;

WHEREAS there will be an estimated 418,451 new pancreatic cancer cases diagnosed worldwide in 2016;

WHEREAS the good health and well-being of the residents of Madison 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

NOW, THEREFORE BE IT RESOLVED that the Board of County Commissioners designate November 17<sup>TH</sup> as “World Pancreatic Cancer Day” in Madison County.

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Alfred Martin, Chair

ATTEST:

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Tim Sanders, Clerk of the Court

CONFISCATED CURRENCY EXPENDITURE REQUEST

F 4 2016

FUND	ACCOUNT	REQUEST DATE	AMOUNT	VENDOR	PURCHASE DESCRIPTION	PAY VENDOR	REIMBURSE SHERIFF
070-DOJ							
072-STATE 85%	072-68-521.9900	10/20/2016	\$ 14,000.00	BRANNEN MOTOR COMPANY	VEHICLE PURCHASE WITH TRADE-IN		✓
072-STATE 15%							
073-US TREASURY (ICE)							
TOTAL			\$ 14,000.00				

I, Epp Richardson, Undersheriff of Madison County, Florida, do hereby certify that the foregoing request for expenditures complies with either the DOJ AFMLS or Florida Statute 932-704(3)(A).

E. Richardson Date 10/20/2016

Clerk of Circuit Court/BOCC

Date

BENJAMIN J. STEWART, SHERIFF  
OPERATING ACCOUNT  
2364 WEST US 90  
MADISON, FL 32340



Madison County  
Community Bank  
Madison, FL 32340  
www.mccbflorida.com

63 1464  
631

38386

10/18/2016

PAY TO THE ORDER OF BRANNEN MOTOR COMPANY

\$ \*\*14,000.00

Fourteen Thousand and 00/100 \*\*\*\*\* DOLLARS

MEMO

BRANNEN MOTOR COMPANY  
P.O. BOX 746  
UNADILLA, GA 31091  
43900-HARPER 2009 CHEV TAHOE

AUTHORIZED SIGNATURE

⑈038386⑈ ⑆063114645⑆ 0003111⑈

BENJAMIN J. STEWART, SHERIFF  
BRANNEN MOTOR COMPANY

38386

Date Type Reference  
9/27/2016 Bill 43900-HARPER

Original Amt.  
14,000.00

Balance Due  
14,000.00

10/18/2016  
Discount  
Check Amount

Payment  
14,000.00  
14,000.00

MCCB SHERIFF OPE 43900-HARPER 2009 CHEV TAHOE

14,000.00

BENJAMIN J. STEWART, SHERIFF  
BRANNEN MOTOR COMPANY

38386

Date Type Reference  
9/27/2016 Bill 43900-HARPER

Original Amt.  
14,000.00

Balance Due  
14,000.00

10/18/2016  
Discount  
Check Amount

Payment  
14,000.00  
14,000.00

MCCB SHERIFF OPE 43900-HARPER 2009 CHEV TAHOE

14,000.00

Security features. Details on back



# BRANNEN MOTOR COMPANY

P.O. Box 746 Phone 478-627-3221

UNADILLA, GEORGIA 31091

DATE **09/27/16**

SOLD TO:  
ADDRESS

**Madison County Sheriff's Office  
239 SW PINCKENY ST  
MADISON, FL 32340**

INVOICE NO.

**43900**

Deal # **017214**

CUST. NO.	STOCK NO.	YEAR - MAKE	MODEL	NEW OR USED	SERIAL NO.	KEY NO.	SALESMAN
	<b>215399</b>	<b>2009 CHEVROLET</b>	<b>TAHOE K150</b>	<b>U</b>	<b>1GNFK13049R215399</b>		<b>B REED</b>

INSURANCE COVERAGE INCLUDES

- |   |  |
|---|--|
| <input type="checkbox"/> FIRE AND THEFT           | <input type="checkbox"/> PUBLIC LIABILITY - AMT. |
| <input type="checkbox"/> COLLISION - AMT. DEDUCT. | <input type="checkbox"/> PROPERTY DAMAGE - AMT.  |

PRICE OF CAR  
FREIGHT AND HANDLING  
OPTIONAL EQUIP. & ACCESS.

**24000.00**

OPTIONAL EQUIPMENT AND ACCESSORIES

GROUP	DESCRIPTION	PRICE

TAXT  
LICENSE AND TITLE

**N/A  
N/A**

**TOTAL CASH PRICE**

**24000.00**

FINANCING  
INSURANCE

**TOTAL TIME PRICE**

**24000.00**

SETTLEMENT:

DEPOSIT  
CASH ON DELIVERY  
USED CAR: -

**N/A  
14000.00  
10000.00**

TYPE **2011 FORD**  
SERIAL NO. **F150**

**1FTFW1EF3BKD04961**  
ENGINE NO.

PAYMENTS:

**TOTAL**

**24000.00**

**DISCLAIMER OF WARRANTIES**  
THE SELLER, BRANNEN MOTOR COMPANY, HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, AND BRANNEN MOTOR COMPANY NEITHER ASSUMES NOR AUTHORIZES ANY OTHER PERSON TO ASSUME FOR IT ANY LIABILITY IN CONNECTION WITH THE SALE OF THE VEHICLE.

PURCHASER'S SIGNATURE

ALWAYS SHOW SERIAL, ENGINE AND KEY NUMBERS

LANIGAN & ASSOCIATES, P.C.  
CERTIFIED PUBLIC ACCOUNTANTS  
www.lanigancpa.com

Please reply to:  
Tallahassee

314 Gordon Avenue  
Thomasville, GA 31792  
(229) 226-8320  
(229) 226-0038 Fax

Bernard Lanigan (1918-1982)  
Bernard Lanigan, Jr., CPA  
Frank J. Mercer, CPA, CFP  
C. Bradford Jackson, CPA, CFA  
D. Mark Fletcher, CPA, CFE  
G. Thomas Harrison, Jr., CPA, CFP  
John W. Keillor, CPA  
Michael O. Sills, Jr., CPA, CFE  
Robert M. Milberg, CPA (of Counsel)

October 24, 2016

2630 Centennial Place, Suite 1  
Tallahassee, FL 32308  
(850) 893-8418  
(850) 893-9745 Fax

3353 Peachtree Road, NE  
North Tower, Suite 545  
Atlanta, GA 30326  
(404) 848-7221  
(404) 442-2728 Fax

Honorable Tim Sanders  
Clerk of the Circuit Courts  
P.O. Box 237  
Madison, Florida 32341

RE: Recommendation for Clearing Deficit in Law Enforcement and Corrections Fund

Dear Tim:

The September 30, 2015 Board of County Commissioners (BOCC) audited financial statements reported a deficit fund balance of \$207,829 in the Law Enforcement and Corrections fund.

The majority (\$166,280) of this deficit can be addressed simply with a journal entry in the BOCC's accounting system. This portion of the deficit was more than likely the result of past board approved budget amendments for Sheriff's operations that were incorrectly accounted for as a loan from the BOCC's General fund. The funding of budget amendments should be recorded as "transfers" and not "loans".

The remainder of the deficit (\$41,549) is considered a true unfunded deficit. This portion of the deficit will need to be transferred into the Law Enforcement and Corrections fund from another BOCC fund that has adequate unrestricted reserves.

Enclosed is a detailed analysis and the recommendations for correcting the fund balance as of September 30, 2015.

Sincerely,

  
John Keillor, CPA

MADISON COUNTY, FLORIDA  
ANALYSIS -LAW ENFORCEMENT AND CORRECTIONS (FUND 30)  
AS OF 9/30/2015

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	<u>9/30/2015</u>	
Deficit Fund Balance	\$ (207,829)	
Due to Fund 72	120,018	
Due to Fund 72 - Paid Back In 2016	(120,018)	
Due to General Fund (001) - Debt Cancellation See Recommendation No. 1 Below	166,280	1
Deficit to Be Funded	<u>41,549</u>	2
Remaining Fund Balance	<u>\$ -</u>	

**Recommendations:**

1. Record a journal entry in fund 30 to reduce the Due To General Fund in the amount of \$166,280 down to zero with the offset to a Transfer In. This will increase (improve) the fund balance in Fund 30 but will reduce the fund balance in the BOCC General Fund.
2. \$41,549 in cash will need to be transferred from another fund that has adequate unrestricted fund balance. An agreement will need to be reached as to the terms of how and when this transfer occurs.

**Note:**

Interfund loans (or advances) are reported as an asset of the lending fund (interfund receivable) and as a liability of the borrowing fund (interfund payable).

When evaluating these loans, management is required to emphasize economic substance over legal form. Thus a "loan" made without a reasonable expectation of repayment is not really a loan, but a subsidy. Accordingly, authoritative accounting standards indicate that "if repayment is not expected within a reasonable time, the interfund balances should be reduced and the amount that is not expected to be repaid should be reported as a transfer from the fund that made the loan to the fund that received the loan."

## RESOLUTION 2016-11-09

### Suwannee River Basin Outdoor Recreation Compact

WHEREAS, Florida is underlain with a Platform bedrock, originally part of the African tectonic plate prior to the breakup of Pangea, and is unique in North America with more than two hundred fifty million years of limestone deposits including up to 20,000 feet of buildup; and

WHEREAS, Florida's limestone formations have been and remain highly sensitive to natural phenomena and man-made influences resulting in a vast network of billions of miles of small and large underground solution tubes, conduits, caves and caverns receiving, transporting, storing, and expelling water throughout the State; and

WHEREAS, the Suwannee River is the most widely known and recognized river system in the world, and served as the host for Florida's original tourist destination; and

WHEREAS, the Suwannee River Basin represents fifteen (15%) percent of the State's landmass but is home to nearly seventy-five (75%) percent of Florida's unique geologic features; and

WHEREAS, the Suwannee River Basin and adjacent regions encompass more than three hundred siphons and swallets, thousands of miles of underground rivers and underwater caves, hundreds of Karst windows, over one thousand springs including North America's largest single spring (the Alapaha Rise), the world's largest spring system (i.e., Spring Creek Springs), and more first and second magnitude springs than anywhere in the world, as well as thousands of miles of hiking, biking, and horseback riding greenways and trails, and paddling rivers, lakes and waterways with an abundance of colorful flora and vibrant fish and fauna; and

WHEREAS, the Suwannee River Basin and adjacent regions have over 500 outdoor recreation businesses and member organizations which attract more than two million out of region outdoor recreation tourists and account for over one billion dollars of revenue annually, and with access and infrastructure improvements would more than quadruple annual visitors, increase annual revenues by five to ten billion dollars and create 10 to 50 thousand new jobs region-wide within five to eight years; and

WHEREAS, the municipalities and counties of the Suwannee River Basin represent the State's most economically depressed region with some of the State's highest unemployment rates, the lowest per capita incomes, the highest incidence of health issues and the lowest quality of available healthcare; and

WHEREAS, identifying and improving Municipal, County, and State greenway and trail assets and infrastructures throughout the region and supplementing awareness of, access to, and use of Florida's world renown natural resources for recreation and tourism related activities would

create vast economic opportunities across the region, increase per capita incomes and dramatically improve healthcare outcomes; and

WHEREAS, the signatories of the Suwannee River Basin Outdoor Recreation Compact have independently taken steps to enhance and improve greenway and trail properties and related infrastructure including awareness of, access to, and use of Florida's renown natural assets for recreation and tourism related activities, all parties recognize that coordinated and collective action on this, the defining issue for the Suwannee River Basin in the 21<sup>st</sup> Century will best serve the region and its citizens.

NOW THEREFORE, BE IT RESOLVED BY THE MADISON COUNTY BOARD OF COUNTY COMMISSIONERS:

SECTION 1:

That Madison County shall work in close collaboration with the aforementioned Signatories of the Suwannee River Basin Outdoor Recreation Compact to develop a joint policy position defining the unique and sensitive nature of the Suwannee River Basin and its natural assets, the need to protect the Suwannee River Basin from negative manmade influences while continuing to enhance and supplement awareness of, access to, and use of its natural assets, and to upgrade and improve the regional greenways and trails infrastructure.

SECTION 2:

That Madison County shall work in close collaboration with the aforementioned Signatories of the Suwannee River Basin Outdoor Recreation Compact to develop a Strategic Plan which recognizes all existing outdoor recreation greenways and trails whether for hiking, biking, horseback riding, paddling, touring, or other purposes, highlights all gaps between existing trails, natural assets and area attractions, identifies needed hardcopy and digital literature of local and regional greenways and trails, classifies missing signage, parking, and related infrastructure, and facilitates access to area dining, lodging, product and fuel businesses as well as emergency services.

SECTION 3:

That Madison County shall work in close collaboration with the aforementioned Signatories of the Suwannee River Basin Outdoor Recreation Compact to develop an Action Plan based on the Strategic Plan, understanding that no Signatory will work at cross-purposes with the other Signatories. The Action Plan could, at a minimum, include the following components:

- a. Identify and prioritize all greenway and trail missing links and connectors including schedule and budget estimates for each item as well as the responsible private or government jurisdiction;
- b. Identify and prioritize all missing and needed signage, parking, trailhead and access point infrastructure including schedule and budget estimates for each item as well as the responsible private or government jurisdiction;

- c. Develop a Suwannee River Basin, region-wide, integrated information infrastructure including schedule and budget estimates for each item as well as the responsible private or government jurisdiction;
- d. Work with appropriate State Agencies to develop and implement a Suwannee River Basin region-wide recreation and tourism promotion and marketing program.

SECTION 4:

That Madison County shall work in close collaboration with the aforementioned Signatories of the Suwannee River Basin Outdoor Recreation Compact to develop Legislative and budgetary recommendations for local Governments throughout the Suwannee River Basin.

SECTION 5:

That Madison County shall work in close collaboration with the aforementioned Signatories of the Suwannee River Basin Outdoor Recreation Compact to develop Legislative and budgetary recommendations for greenways and trails infrastructure expansion and maintenance as well as the preservation and restoration of the waters and aquifer of the Suwannee River Basin to the State of Florida.

SECTION 6:

That Madison County shall work in close collaboration with the aforementioned Signatories of the Suwannee River Basin Outdoor Recreation Compact to develop Legislative and budgetary recommendations for greenways and trails infrastructure expansion and preservation as well as the restoration and preservation of water quantity and quality within the Suwannee River Basin and adjacent regions to the United States Government.

SECTION 7:

That Madison County shall work in close collaboration with the aforementioned Signatories of the Suwannee River Basin Outdoor Recreation Compact to host on an annual basis in October an Outdoor Recreation Summit which focuses on enhancing and preserving the natural assets of the region while facilitating region-wide modernization, economic growth and job creation.

Adopted by the Board of County Commissioners of Madison County on this 1<sup>st</sup> day of November, 2016.

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Alfred Martin, Chair

Attest:

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Clerk



October 11, 2016

Dick Kane, (850) 414-4590  
dick.kane@dot.state.fl.us

## **Florida Department of Transportation Awards \$44.4 Million for Bicycle and Pedestrian Trail Expansion in Florida**

**TALLAHASSEE** – The Florida Department of Transportation (FDOT) announced today the selection of the first year of projects to receive funding under the Shared Use Nonmotorized (SUN) Trail program. A total of \$44,434,543 million was awarded to 45 separate projects located across 21 counties throughout Florida. (See attached map and project list)

The projects include the construction of 11 separate trail segments, which will add or improve approximately 20 miles of trail to Florida’s trail system. Another 34 projects will be in various preconstruction phases of work such as feasibility study, environmental review and design. The funds are for the current fiscal year (2016-17) and are immediately available to begin work.

**Governor Scott said, “Florida is proud to be an outdoors state, and our many incredible bicycle, pedestrian and multi-use trails are great activities for Floridians and visitors to enjoy. I am proud to join FDOT in celebrating this investment today as we work to provide more safe recreational opportunities for families across our state.”**

All of the selected projects are in the identified SUN Trail network, which consists of the developing statewide system of paved multi-use trails for bicyclists and pedestrians, physically separated from vehicular traffic.

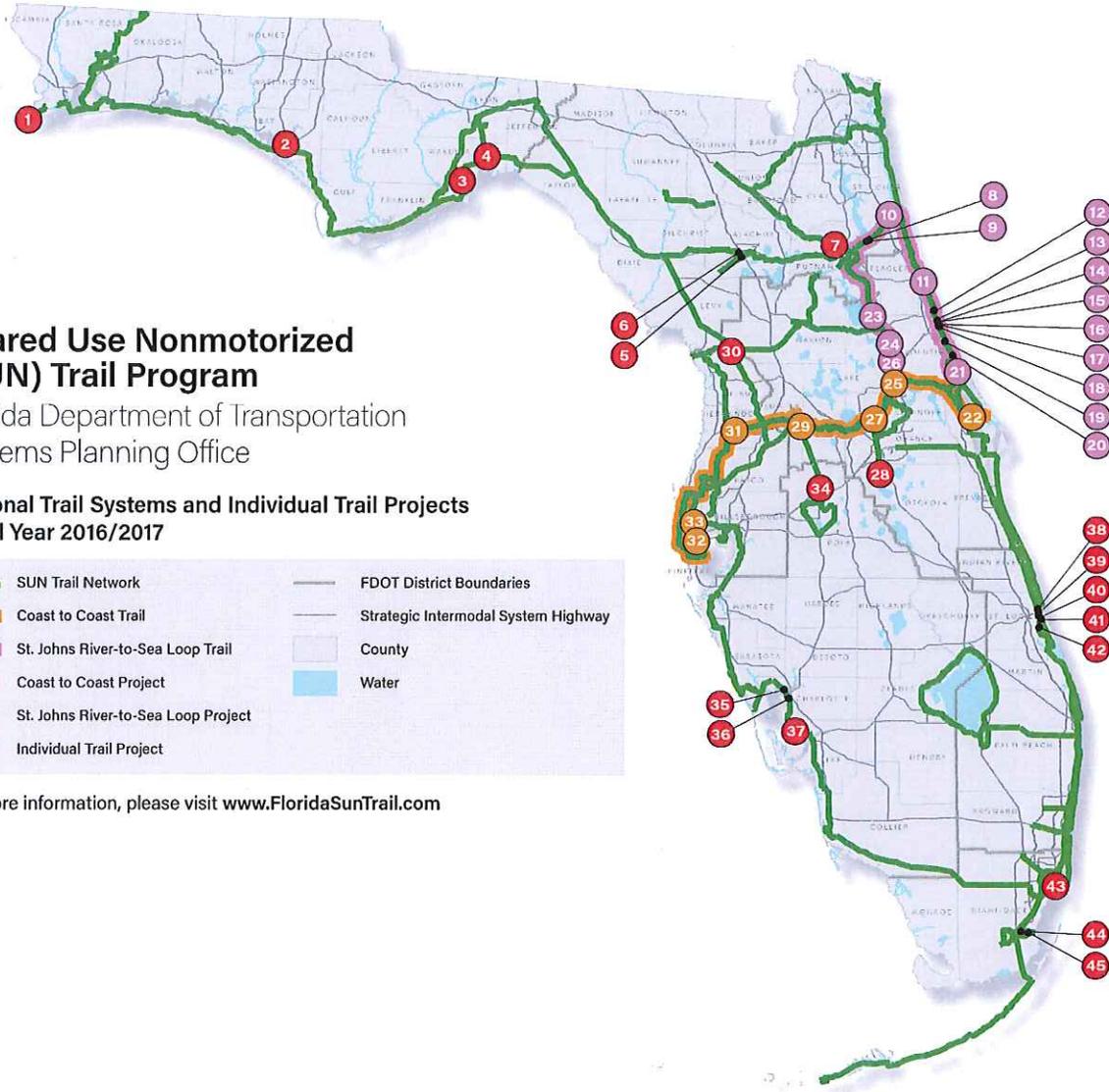
**FDOT Secretary Jim Boxold said, “This initial SUN Trail funding will provide safer opportunities for bicyclists and pedestrians, advance the completion of the state trail system and enhance the state’s partnership with local communities throughout Florida.”**

Twenty-two of the funded projects help to advance two major regional trails systems selected as priorities by the Florida Greenways and Trails Council. Five of these are part of the Coast to Coast Connector, a 250-mile trail system linking the Gulf and Atlantic coasts through Central Florida, and 17 are part of the St. Johns River Sea Loop, a 270-mile trail system that will link together several communities including St. Augustine, Daytona Beach, Titusville, DeLand and Palatka. 23 projects are for individual trail segments throughout the rest of the state.

The SUN Trail Program was established during the 2015 legislative session. More information about the program can be found at <http://floridasuntrail.com>.

[www.fdot.gov](http://www.fdot.gov)

Innovative, Efficient, Exceptional



## Shared Use Nonmotorized (SUN) Trail Program

Florida Department of Transportation  
Systems Planning Office

### Regional Trail Systems and Individual Trail Projects Fiscal Year 2016/2017

 SUN Trail Network	 FDOT District Boundaries
 Coast to Coast Trail	 Strategic Intermodal System Highway
 St. Johns River-to-Sea Loop Trail	 County
 Coast to Coast Project	 Water
 St. Johns River-to-Sea Loop Project	
 Individual Trail Project	

For more information, please visit [www.FloridaSunTrail.com](http://www.FloridaSunTrail.com)





# Shared Use Nonmotorized (SUN) Trail Program

Florida Department of Transportation  
Systems Planning Office



## Regional Trail Systems and Individual Trail Projects - Fiscal Year 2016/2017

ID	Tier	FDOT Dist.	Counties	Trail Name	Segment	Cost	Phase	FM Number
1	IND	3	Escambia	Perdido Key Multiuse Trail (SR 292)	Alabama State Line to State Park Entrance / Gongora Drive	\$1,123,144	PE	4389082
2	IND	3	Bay	Lynn Haven Rails to Trails	SR 75 (US 231) to East 10th Street	\$268,000	PE	4399281
3	IND	3	Wakulla	CC2S: Coastal Trail West: SR 30 (US 98) Coastal Highway	CR 372 / Surf Road to SR 61 (US 98)	\$800,000	PE	4399261
4	IND	3	Wakulla	CC2S: Coastal Trail East: SR 30 (US 98)	West of SR 363 Woodville Highway / St. Marks Trail to Lighthouse Road	\$200,000	PE	4399262
5	IND	2	Alachua	SR 24 / Archer Road Multiuse Trail	SW 76th Terrace to SW 41st Boulevard, Gainesville	\$450,000	PE	4399341
6	IND	2	Alachua	Tower Road Multiuse Trail	SW 26th Place to SW 8th Avenue, Gainesville	\$950,000	CON	4399331
7	IND	2	Putnam	Palatka to Lake Butler State Trail aka SR 100 Rail Trail	Roberts Lane to St. Johns River Water Management District	\$6,261,419	CON	4282023
8	SJR2C	2	St. Johns	Palatka to St. Augustine State Trail aka SR 207 Rail Trail	Putnam County Line to Hastings	\$2,217,575	CON	4357961
9	SJR2C	2	St. Johns	Palatka to St. Augustine State Trail aka SR 207 Rail Trail	Main St (Hastings) to SR 207 / Spuds	\$3,288,834	CON	2102868
10	SJR2C	2	St. Johns	SR 207 / A1A	End of trail to Flagler County Line	\$750,000	FS	4399321
11	SJR2C	5	Flagler	SR A1A	A1A or Alternate Route from S 26th Street to N 9th Street	\$600,000	FS, PDE	4398731
12	SJR2C	5	Volusia	Ormond Beach Gap	SR 40 from Cassen Park to A1A	\$300,000	FS	4398721
13	SJR2C	5	Volusia	Daytona Beach Gap 1: N Beach St	Sickler Drive from 350' south of 2nd Street to 2nd Street	\$20,000	PE	4398711
14	SJR2C	5	Volusia	Daytona Beach Gap 2: Ballough Bridge	Ballough Road Bridge approximately 0.01 miles north of Anita Avenue	\$20,000	PE	4398701
15	SJR2C	5	Volusia	Daytona Beach Gap 3: S Beach St	South Beach St from Marina Point Drive to Orange Avenue	\$100,000	PE	4398691
16	SJR2C	5	Volusia	Daytona Beach Gap 4: S Beach St	South Beach St from Bellevue Avenue to Marina Point Drive	\$65,000	PE	4398681
17	SJR2C	5	Volusia	Daytona Beach Gap 5: Donnelly Pl	Donnelly Place from Shady Place to Bellevue Ave	\$510,000	CON	4398671
18	SJR2C	5	Volusia	Daytona Beach Gap 6: S Beach St	South Beach St from Wilder Blvd to Shady Pl	\$100,000	PE	4398661
19	SJR2C	5	Volusia	New Smyrna to Port Orange Gap: US 1	US 1 from Canal St to Beville Rd	\$1,500,000	PDE	4398651
20	SJR2C	5	Volusia	Edgewater Gap	Dale Ave to 10th St	\$1,100,000	CON	4398631
21	SJR2C	5	Volusia	Oak Hill to Edgewater: US 1	US 1 at Kennedy Parkway to Dale Ave	\$800,000	PDE	4398621
22	C2C	5	Brevard	Space Coast Trail: Titusville	East end of Max Brewer Bridge to Merritt Island Refuge	\$300,000	PE	4361873
23	SJR2C	5	Volusia	Pierson Gap: SR 15 (US 17)	SR 15 (US 17) from Washington Ave to Palmetto Ave	\$300,000	PE	4398771
24	SJR2C	5	Volusia	Spring to Spring Gap: Deleon Springs	Grand Ave / Baxter St to SR 15 (US 17)	\$750,000	PE	4398751
25	C2C	5	Seminole/Volusia	Spring to Spring Trail: US 17 / 92 Bridge	Wayside Park to Lake Monroe Park	\$1,800,000	CON	4364341
26	SJR2C	5	Volusia	Spring to Spring Gap: Deland	Lake Beresford Park to Grand Ave	\$750,000	PDE	4398741
27	C2C	5	Orange	Orange Co Gap Segment 2	N Hiwassee Rd to N of SR 414 on SR 441 / Clarcona	\$2,000,000	PE	4364331
28	IND	5	Osceola	Shingle Creek Trail South Phase 1B	Palmetto Ave to southern limit of future Shingle Creek Phase 2B	\$2,230,000	CON	4398781
29	C2C	5	Lake	South Lake Trail Phase 4	Van Fleet State Trail to Villa City Rd (CR 565)	\$700,000	PE	4358931
30	IND	7	Citrus	HOFI: Withlacoochee-Dunnellon Trail Connector	North end of Withlacoochee State Trail to south end of Dunnellon Trail	\$280,000	PE	4373491
31	C2C	7	Hernando	Good Neighbor Trail Connector: Alternate Alignment	West Suncoast Parkway to SR 50 / Cortez Blvd, Brooksville	\$475,358	PE	4357201
32	IND	7	Pinellas	SWCC: Pinellas Trail Loop Phase 2	John Chestnut Park to Enterprise Rd, Palm Harbor	\$5,700,000	PE, CON	4400931
33	IND	7	Pinellas	SWCC: SR 60 / Courtney Campbell Cswy Ped Overpass	Courtney Campbell to Bayshore Trl Seg Ream Wilson Clearwater Trl	\$1,362,488	PE	4374981
34	IND	1	Polk	Van Fleet State Trail: Pedestrian Bridge Replacement	Polk City	\$251,000	PE, CON	4402351
35	IND	1	Charlotte	SWCC: Harborwalk Phase 1B Southern Boardwalk	SR 45 Gap, Charlotte Harbor	\$1,114,800	CON	4298202
36	IND	1	Charlotte	SWCC: North Alligator Creek Pedestrian Bridge	US 41 and North Fork Alligator Creek, Punta Gorda	\$215,000	PE	4402341
37	IND	1	Lee	SWCC: Van Buren/El Dorado/Kismet Trail	Cape Coral Gap: Del Prado Blvd to Burnt Store Rd at Van Buren Pkwy	\$1,778,100	PE	4402361
38	IND	4	St. Lucie	ECG-SE: Historic Downtown Ft. Pierce Retrofit	Georgia Avenue to A1A / N Causeway Dr	\$275,000	PDE	4400321
39	IND	4	St. Lucie	ECG-SE: Historic Highwayman Trail Gap	Indian Hills Dr to Georgia Ave, Fort Pierce	\$100,000	PDE	4400341
40	IND	4	St. Lucie	ECG-SE: FEC Overpass	Savannas Rec Area to S of Savannah Rd / Heathcote Gardens	\$275,000	PDE	4400331
41	IND	4	St. Lucie	ECG-SE: Indian Hills Rec Area Trail Retrofit	South of Savannah Rd to Indian Hills Dr, Fort Pierce	\$80,000	PE	4399971
42	IND	4	St. Lucie	ECG-SE: Savannas Preserve State Park Gap	Walton Rd to Savannas Rec Area, Port St. Lucie	\$500,000	PDE	4399991
43	IND	6	Miami-Dade	ECG-SE: The Underline Segment A	SW 13th St to SW 19th Ave, Miami	\$1,445,000	PE	4355012
44	IND	6	Miami-Dade	Biscayne Trail Segment D, Phase 2	SW 117th Ave to SW 137th Ave, Homestead	\$122,825	PE	4398981
45	IND	6	Miami-Dade	Biscayne Everglades Greenway	East Mowry Dr to SW 137th Ave, Homestead	\$206,000	PE	4398991

**Total Cost: \$44,434,543**

<b>Tier</b>	<b>C2C: Coast to Coast</b>	<b>SJR2C: St. Johns River to Sea Loop</b>	<b>IND: Individual Project</b>
<b>Phase</b>	<b>FS: Feasibility Study</b>	<b>PDE: Project Development and Environmental Study</b>	<b>PE: Preliminary Engineering</b> <b>CON: Construction</b>

**Disclaimer:** An allocation to one project phase is not a guarantee of commitment to allocations for future phases.  
For more information, please visit [www.FloridaSunTrail.com](http://www.FloridaSunTrail.com)



**RICK SCOTT**  
GOVERNOR

July 8, 2016

Dr. Hellen Miller  
Post Office Box 487  
White Springs, Florida 32096

Dear Dr. Miller:

Thank you for your help initiating the Suwannee River Basin Original Florida Recreation Compact. As Governor, I want to thank you for your efforts to help Florida create an economy where dynamic, growing industries create jobs and lasting careers. Businesses provide opportunities for families to live their dreams in our state, and Floridians like you are helping make our state the best place in the world to raise a family, have a great career, and enjoy a life full of opportunity.

Florida job creators are adding new opportunities each day, and it is clear that our work to cut taxes and support economic growth is making a difference for families in our state. Our low tax environment and focus on helping graduates build meaningful careers has allowed our private sector to add more than one million jobs in only five years, making Florida a national leader in job creation. Our unemployment rate is also at a more than eight-year low, and our private sector job growth rate has exceeded the nation's for more than four years. While these are incredible accomplishments for our state, we will continue to do all we can to support economic growth to meet our goal of making Florida first in the nation for jobs.

Thank you for helping make sure every family has the opportunity to succeed here in the Sunshine State. Please let me know your ideas for how we can continue making our state the best place in the world to grow a business, a career, and a family.

Sincerely,

A handwritten signature in blue ink, appearing to read "Rick Scott".

Rick Scott



October 28, 2016

**Via Electronic Transmission**

Mr. Brian Kauffman  
County Coordinator  
Madison County  
PO Box 539  
Madison, FL 32341

**Re: Proposal for Update of the Fire and Solid Waste Assessment Programs for Madison County**

Dear Mr. Kauffman:

This correspondence is written to present a scope of services for Government Services Group, Inc. (GSG) to provide specialized assistance to Madison County (County) and its staff in the review and update of the special assessment programs for fire and solid waste services within the unincorporated area of the County.

Attached as Appendix A is a work plan which articulates the services required to assist the County in updating the non-ad valorem assessment programs. This work plan is based on the following assumptions:

- The County will provide adequate fire incident data in electronic format that identifies the type of incident, the type of property where incident occurred, time in service and number of personnel that responded to each incident.
- The County will provide personnel to conduct any field work necessary to ensure complete data for the fire incident reports.
- The County will provide the necessary budget information and other data required to update the assessment methodologies and rates.
- The County staff will be active participants and provide timely direction for any outstanding issues as they arise.

GSG will work under a lump sum professional fee arrangement as described in the attached scope of service and receive payment pursuant to the schedule provided in Appendix A. We have included a list of project deliverables and their delivery schedule. Upon Notice to Proceed we will provide a detailed critical events schedule for project deliverables tailored to the specific circumstances that are unique to Madison County.

Upon review and satisfactory determination of this proposal, please execute this correspondence by signing Appendix A to indicate acceptance of the attached proposal and to serve as proper Notice to Proceed. Upon execution, please provide our office with a signed copy.

Mr. Brian Kauffman  
October 28, 2016  
Page 2

We look forward to working with Madison County on these very important projects. If you or any other County officials have any questions, please feel free to contact me at (850) 681-3717.

Sincerely,

A handwritten signature in cursive script, appearing to read "Jeff Rackley".

Jeff Rackley  
Senior Project Manager

# Appendix A

SCOPE OF SERVICES  
FIRE AND SOLID WASTE SERVICES ASSESSMENT PROGRAM UPDATE

## SCOPE OF SERVICES – FIRE SERVICES ASSESSMENT PROGRAM UPDATE

- Task 1: Project Initiation** GSG will meet with County staff to ensure complete understanding as to the engagement’s objectives and required time frame. All parties will agree as to the proper course of events and tasks to be accomplished. GSG will then provide the County with a detailed Critical Events schedule that identifies pertinent deliverables along with a project timeline for completion.
- Task 2: Data Collection** GSG will collect data and information including the County’s current fire assessment roll information, fire call data, agreements, reports, project descriptions, service delivery information, County’s current fire assessment roll, plans for service and facility demands, current and future budget information, financial forecasts, capital improvements plan and any other information that is pertinent to the provision of services or facilities in the County. A thorough analysis of the information obtained will be conducted by GSG so that a complete understanding of the underlying facts and assumptions pertinent to methodology alternatives can be developed.
- Task 3: Detailed Data Analysis** Conduct a thorough review and evaluation of the County’s data to identify and determine anomalies and trends and support of the methodology.
- Task 4: Identify Full Costs of Service** GSG will evaluate the full cost of the provision of services and/or facilities using the County’s most current financial information and identify service delivery issues which may affect the apportionment methodology. Identify alternative sources of revenue to fund the service delivery costs and determine the net service delivery revenue requirements.
- Task 5: Determine Preliminary Revenue Requirements** Determine the total assessment revenue requirements to ensure the County recovers the costs of: (a) net revenue requirements, (b) implementing the program and (c) collecting the assessments.
- Task 6: Review and Evaluate Outstanding Issues** GSG will work with the County to identify and address any outstanding and/or potential policy decisions necessary to developing the County’s assessment program.
- Task 7: Develop Preliminary Assessment Methodology** Using the current fire assessment roll, tax roll data and fire incident data reported to the State Fire Marshal or other source, GSG will develop a preliminary methodology based on the preliminary analysis and benefited properties. GSG will review the assessment methodology for legal sufficiency and compatibility with the County’s preferred method of collection.
- Task 8: Develop Preliminary Assessment Roll Database** Create a preliminary assessment roll database using the current fire assessment roll and current ad valorem tax roll. Test the sufficiency of the database by developing reports to access property information.
- Task 9: Apply Apportionment Methodology to Database** Apply the apportionment methodology to the preliminary assessment roll database to test the data validity and legal sufficiency. Revise the apportionment methodology as necessary.
- Task 10: Calculate a Preliminary Proforma Schedule of Rates** Calculate a pro forma schedule of rates based on the apportionment methodology and revenue requirements for the assessment program.

**Task 11: Prepare and Present Assessment Report** GSG will prepare and present a draft Assessment Report to County staff that identifies the methodology for apportioning the assessment among the properties, and the calculation of the proforma assessment rates. GSG will incorporate any comments from County staff and prepare the Final Assessment Report. GSG will then present the Final Assessment Report to the County Commission.

**Task 12: Initial and Final Assessment Resolutions** GSG will advise and assist the County's legal counsel in drafting the implementing assessment resolutions that conform to the existing assessment ordinance to impose the fire protection assessment to implement the County's policy decisions and proposed methodology.

**Task 13: Implementation** GSG will assist the County with implementation and collection of the assessment program. Should the County elect to use the uniform method of collection (the tax bill), GSG will advise and assist with the requirements for the adoption of the final assessment rate resolution and certification of the assessment roll in accordance with Section 197.3632, Florida Statutes, including (a) development of first class notice and its distribution, and (b) attendance at the public hearing.

**Please note that if the County chooses to utilize GSG to produce the first class notices for this program, the additional mailing costs are identified in the Fees and Costs section.**

## **SCOPE OF SERVICES -- SOLID WASTE SERVICES ASSESSMENT PROGRAM UPDATE**

**Task 1: Evaluate Reports and Research Issues** Evaluate the County's existing legal documents, ad valorem tax roll information, waste stream analyses, budget and any other data, agreements and reports pertaining to the provision of solid waste services.

**Task 2: Determine Sufficiency of Data for Assessment Program** Based on the evaluation in Task 1, determine if all of the data available is sufficient for updating the assessment program. This includes the waste stream analysis, tonnage information, operations (disposal versus collection) and budget (disposal versus collection) information related to the provision of solid waste services.

**Task 3: Identify Full Costs of Service** Evaluate the full cost of the solid waste service delivery using the County's most current financial information and identify service delivery issues, which may affect the apportionment methodology. Determine the net service delivery revenue requirements. Based upon the nature of the County's delivery of solid waste services.

**Task 4: Develop a Method of Apportionment Methodology** Using the tax roll data, current solid waste assessment roll and solid waste tonnage data for both commercial and residential properties, develop a method of apportionment, classification of properties and the use of the data on the ad valorem tax roll. Review the assessment methodology for legal sufficiency and compatibility with the tax bill method of collection.

**Task 5: Determine Preliminary Revenue Requirements** Advise the County in determining the total solid waste assessment revenue requirements to ensure the County recovers the costs of: (a) net solid waste service delivery revenue requirements, (b) implementing the program, and (c) collecting the assessments.

- Task 6:** **Develop Preliminary Assessment Roll Database** Using the current ad valorem tax roll, create a preliminary assessment roll database. Test the sufficiency of the database by developing reports to access property information.
- Task 7:** **Apply Apportionment Methodology to Database** Apply the apportionment methodology to the preliminary assessment roll database to test the data validity and legal sufficiency. Revise the apportionment methodology as necessary.
- Task 8:** **Calculate a Preliminary Proforma Schedule of Rates** Using the current assessment roll provided by the County, calculate a pro forma schedule of rates based on the apportionment methodology and revenue requirements for the assessment program.
- Task 9:** **Prepare and Present Assessment Report** GSG will prepare and present a draft Assessment Report to County staff that identifies the methodology for apportioning the assessment among the properties, and the calculation of the proforma assessment rates. The Assessment Report will provide recommendations regarding the appropriate authority and collection method to be used for the special assessment program. The Assessment Report will also provide the next steps the County would have to follow to successfully implement the recommendations outlined in the document. GSG will incorporate any comments from County staff and prepare the Final Assessment Report. GSG will then present the Final Assessment Report to the County Commission.
- Task 10:** **Preliminary and Annual Assessment Resolutions** GSG will advise and assist the County's legal counsel in drafting the implementing assessment resolutions that conform to the existing assessment ordinance to impose the solid waste assessment to implement the County's policy decisions and proposed methodology.
- Task 11:** **Implementation** GSG will assist the County with implementation and collection of the assessment program. Should the County elect to use the uniform method of collection (the tax bill), GSG will advise and assist with the requirements for the adoption of the final assessment rate resolution and certification of the assessment roll in accordance with Section 197.3632, Florida Statutes, including (a) development of first class notice and its distribution, and (b) attendance at the public hearing.

**Please note that if the County chooses to utilize GSG to produce the first class notices for this program, the additional mailing costs are identified in the Fees and Costs section.**

# Fees and Costs

For the professional services and specialized assistance described in the proposed Scope of Services, GSG will work under a “lump sum” fee arrangement of \$27,500 for the fire services special assessment and \$22,500 for the solid waste special assessment. Should the County hire GSG for the professional services and specialized assistance described in the proposed Scope of Services for both the Fire and Solid Waste Assessment programs, GSG will work under a “lump sum” fee arrangement of \$45,000 (\$25,000 for the fire services special assessment and \$20,000 for the solid waste special assessment). This lump sum fee includes reimbursement for all out-of-pocket expenses.

The lump sum fee for professional services includes three (3) on-site visits by GSG to the County. The lump sum fee includes reimbursement for all travel-related out-of-pocket expenses. Meetings in excess of the included on-site visits may be arranged at our standard hourly rates provided below. All expenses related to additional meetings will be billed in accordance with section 112.061, Florida Statutes. If necessary, in lieu of on-site visits, periodic telephone conference calls may be scheduled to discuss project status.

The standard hourly rates for GSG are as follows:

**GOVERNMENT SERVICES GROUP, INC.**

Chief Executive Officer .....	\$225
Senior Vice President .....	\$175
Senior Project Manager/Consultant/Project Coordinator .....	\$160
Consultant/Database Analyst/Technical Services .....	\$130
Administrative Support.....	\$ 50

The lump sum fee does not include the costs of producing and mailing the statutorily required first class notices, if necessary. Mailing and production costs depend on the number of assessable parcels of property within the assessment program area, but average approximately \$1.35 per parcel. Payment of mailing and production costs is due at the time of adoption of the initial assessment resolution or like document. For non-domestic notices, mailing charges will include the actual amount of postage beyond the domestic rate and if U.S. postage rates increase prior to mailing, the additional postage per notice will be charged.

The County is responsible for any and all newspaper publications, including, but not limited to, making arrangements for publications and any costs associated therewith.

The County is also responsible for any costs incurred to obtain information from the property appraiser or other public officials that is necessary for the assessment program.

Please note that GSG works with the premise of developing and implementing assessment programs with an eye on potential legal challenges in an attempt to maximize both the efficiency and the effectiveness of any defense. Nonetheless, the fees outlined above for professional services do not include any provision for litigation defense. Accordingly, in the event there is a legal challenge, GSG would be available, on an hourly basis, to assist the County in its defense.

## PRELIMINARY DELIVERABLES SCHEDULE

<b>Event</b>	<b>Schedule</b>
Notice to Proceed	By December 1, 2016
Kick-off Meeting/Data Collection	December 2016
Data Analysis	January - February 2017
Budget Analysis	January - February 2017
Develop/Update Apportionment Methodology	February - March 2017
Calculate Proforma Assessment Rates	March - April 2017
Prepare Assessment Memorandum	March - April 2017
Assist with Preliminary Rate Resolution	April - July 2017
Assist with TRIM or First Class Notices	July - August 2017
Assist with Published Notice	July - August 2017
Assist with Annual Rate Resolution	August - September 2017
Assist with Certification of Fiscal Year 2017-18 Assessment Roll	by September 15, 2017

## PAYMENT SCHEDULE

The lump sum fee for professional services and specialized assistance will be due and payable based on the following schedule and assuming that notice to proceed is received by December 1, 2016. If notice to proceed occurs after this date, the payment schedule will be condensed over the anticipated number of months remaining to complete the project.

<b>Payment Due</b>	<b>Percent of Total</b>	<b>Amount Due</b>
January 2017	25% of professional services fee	\$11,250
March 2017	25% of professional services fee	\$11,250
June 2017	25% of professional services fee	\$11,250
September 2017	25% of professional services fee	\$11,250
<b>Total</b>		<b>\$45,000</b>

## ACCEPTED AND AGREED TO:

BY: \_\_\_\_\_  
**Madison County**

\_\_\_\_\_  
**Date**



10748 Deerwood Park Boulevard S  
Jacksonville, Florida 32256

O 904-256-2500  
F 904-256-2501  
[rsandh.com](http://rsandh.com)

October 19, 2016

Mr. Brian Kauffman  
County Coordinator  
Madison County  
229 Southwest Pinckney Street (P.O. Box 539)  
Madison, FL 32341

**RE: Request for Contract Extension – Third Party Technical Review and Consulting**  
Madison County Landfill Remediation  
Madison, Madison County, Florida

Dear Mr. Kauffman:

RS&H, Inc. (RS&H) has exceeded the \$85,000 limit for Third Party Technical Review for the Madison County Landfill based on previous letters of proposal. RS&H respectfully requests approval for up to an additional \$15,000 for consultation on an as needed basis as previously agreed. Below re-affirms the Scope of Work and Compensation as previously agreed.

#### **SCOPE OF WORK**

RS&H shall perform work on an as-needed basis. RS&H shall provide technical review and consulting as requested by Madison County and shall be agreed to prior to initiating work. Mike McCarthy, PG, chief geologist with RS&H, shall provide the bulk of the technical services. Where appropriate, other RS&H staff may be utilized to complete tasks for greater efficiency.

#### **COMPENSATION**

The cost to perform technical reviews and consulting shall be on a time and materials basis not to exceed \$15,000, unless additional compensation is required and approved by Madison County due to the magnitude of scope that cannot be foreseen and/or determined at this time. Upon completion, Madison County shall compensate RS&H for services rendered in accordance with the General Consulting Contract by and between Madison County, Florida and RS&H. Mike McCarthy's time shall be compensated at an hourly rate of \$181.90.

Following your review and approval please sign and return the attached Authorization and Agreement.

Should you have any questions or need any additional information regarding this matter, please do not hesitate to contact me via email at [mike.mccarthy@rsandh.com](mailto:mike.mccarthy@rsandh.com) or by phone at (904) 256-2263.

Sincerely,

RS&H, INC.



Mike McCarthy, PG, MBA  
Environment/Sustainability Leader



Paul Hutchins, PE, PhD  
Vice President

Attachments

cc: Bill Steves, PE, (Steves Engineering)

Subject: Contract Extension Agreement  
Third-Party Technical Review and Consulting  
Madison County Landfill Remediation  
Madison, Florida 32341

**AUTHORIZATION and AGREEMENT**

The signature below authorizes the approval for up to \$15,000 for one (1) additional year to continue performing Third Party Technical Review and Consulting at the Madison County Landfill in Madison County, Florida.

FOR: **Madison County**

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

TITLE: \_\_\_\_\_

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

## **SOLID WASTE AND RECYCLING DEPARTMENT**

**October 2016**

- 1. Completed the sale for a 2011 Front End Loader vehicle for \$95,000.00.**
- 2. Completed the sale a 2005 Grappler Vehicle for \$15,000.00.**
- 3. Completed the lease agreement and took possession of a 2017 Front End Loader.**
- 4. Completed the lease agreement and took possession of two 2017 Roll-Off vehicles,**
- 5. Received the approval from the Board of County Commissioners to enter into a lease agreement for a grappler vehicle RDK as result of the lowest bid.**
- 6. Completed the department's information for the FEMA input and forwarded to the FEMA Representative in Tallahassee.**
- 7. Completed the application for the Small County Grant to the Department of Environmental Protection for \$90,909.00 for fiscal year 2016 – 2017.**
- 8. Shipped nine 53 foot trailer loads trailer loads of waste tires since the Waste Tire Round-up began.**
- 9. TOTAL TONNAGE DISPOSED OF IN Oct 2016: 696.11 TONS**
- 10. Payments and receipts received in October 2016 was: \$47,177.74  
(these amounts include customer payments for container usage in all categories and waste tires).**
- 11. Interviewed and hired three new Collection Site Attendants.**
- 12. Shipped out 20.30 tons of cardboard for a value of \$2, 131.50.**



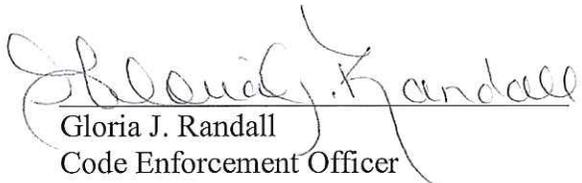
Madison County Board of Commission  
Code Enforcement Department  
October 2016

A total of 43 violations notices were issued for the month of October, 2016. Contact has been made with 13 of the 43 notices.

Code Searches	06
Special Assessments Complaints	10
Code Enforcement Board Cases	01 case pending set for 12/13/16

The DMV report that Code Enforcement received has mobile homes in Madison County from 2000 to 2016 with decals expired or will be expiring in December, 2016. This officer compare the names on the listing with the Property Appraisal's Office to make sure if they need the RP Sticker or yearly sticker. The listing is approximately 36 pages long. The response for purchasing mobile home decals has been good. This officer cross-check the listing with the DAVID (Driving and Vehicle Information Database) through the DHSMV to make sure if the stickers have been purchased by the individuals after notification of the delinquent status.

**BASED ON THE COUNTY CODE OF 35 FOR MOBILE HOME DECALS ONE-HALF GOES TO THE DISTRICT SCHOOL BOARD AND THE REMAINDER TO THE BOARD OF COUNTY COMMISSIONERS LESS THE AMOUNT OF \$1.50 COLLECTED ON EACH LICENSE AND THE \$1.00 LICENSE TAX SURCHARGE THE SERVICE FEE OF \$3.00 REMAINS IN THE COUNTY. THESE FUNDS GO INTO THE TAX COLLECTOR'S GENERAL REVENUE ACCOUNT.**

  
Gloria J. Randall  
Code Enforcement Officer

*Board of County Commissioners  
Madison County, Florida*



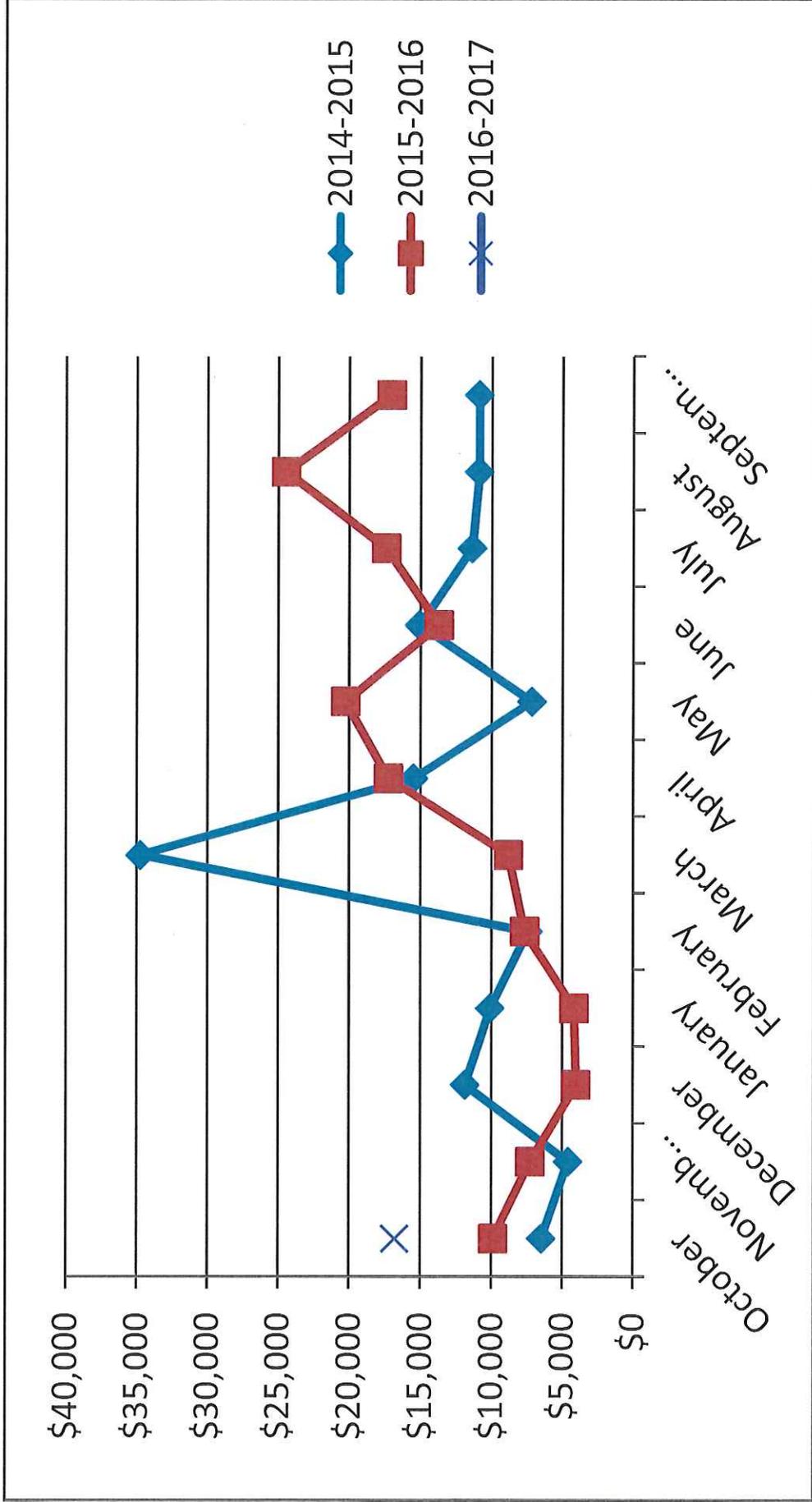
Madison County Building Department  
Ph. 850-973-6785 • Fax 850-973-6727  
bldgadmin@madisoncountyfl.com  
[www.madisoncountyfl.com](http://www.madisoncountyfl.com)

**MONTHLY REPORT**

**October 2016**

Permit Type	Number Permits Issued	Total Fees Collected
New Construction (Residential)	3	\$5,664.71
New Construction (Commercial)	0	\$0.00
Mobile Homes / Modular (Setup)	6	\$2,732.90
Mobile Homes (Used / Pre-Inspections)	0	\$0.00
Electrical	22	\$2,251.92
Plumbing	2	\$260.00
Mechanical	13	\$1,379.25
Buildings (Barns, Storage, Etc.)	4	\$711.37
Additions - Residential (Garage, Rooms, Etc.)	1	\$215.55
Additions – Commercial	0	\$0.00
Fire Safety	1	\$38.50
Renovation / Remodel	1	\$99.00
Roofing	13	\$1,916.68
Other (Demolition, Pools, etc.)	9	\$1,482.13
<b>Total</b>	<b>75</b>	<b>\$16,752.01</b>

# MADISON BUILDING DEPARTMENT MONTHLY REVENUE



# Madison County Building Department

## Permit Revenue Comparison

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
October	\$6,475	\$9,879	\$16,752
November	\$4,587	\$7,268	
December	\$11,862	\$4,009	
January	\$10,085	\$4,152	
February	\$7,425	\$7,650	
March	\$34,732	\$8,800	
April	\$15,492	\$17,220	
May	\$7,147	\$20,270	
June	\$15,053	\$13,702	
July	\$11,372	\$17,391	
August	\$10,881	\$24,439	
September	<u>\$10,870</u>	<u>\$17,043</u>	
<b>YTD Total</b>	\$145,981	\$151,823	\$16,752

**Monthly Avg.**      \$12,165      \$12,652

**\*\*PLEASE REMEMBER TO FILL IN THE YELLOW AREAS\*\***

Please return to: [building\\_statistics@mcgraw-hill.com](mailto:building_statistics@mcgraw-hill.com) or Fax: 800-892-7470 or Fax: 866-663-6373

ID#:	1724
For the Month of:	Oct-16
Area covered by permits:	12,440

TOTAL VALUATION OF CONSTRUCTION EXCLUDES LAND AND PERMIT FEES

NEW RESIDENTIAL BUILDINGS	Total Number of Buildings	Total Dwelling Units	Total Valuation of Construction (omit cents)	Total Square Feet of Living Area (If available)
SINGLE FAMILY DETACHED		3	607,334	7577
SINGLE FAMILY ATTACHED (Townhouses or Row Houses)	-	-	-	-
TWO-FAMILY BUILDINGS (Duplexes)	-	-	-	-
THREE-OR-MORE-FAMILY BUILDINGS (Apartments or Stacked Condos)	-	-	-	-

If No Permits for these categories, please enter "X" in this box

QUESTION/COMMENTS  
 Contact Us TOLL-FREE by  
 Phone: 877-489-4092 Fax: 800-892-7470 or Fax: 866-663-6373

Name of person to contact regarding this report: **Renee Demps**

Phone Number: **(850) 973-6785**

Email Address: [bldgadmin@madisoncountyfl.com](mailto:bldgadmin@madisoncountyfl.com)

**THANK YOU!**

**MOBILE HOME / NEW CONSTRUCTION PERMIT SALES**

Fiscal Year 2017

	NEW CONSTRUCTION			MOBILE HOME/MODULAR		
	Residential	A1 (1-40)	A2 (1-10)	Residential	A1 (1-40)	A2 (1-10)
October	1	0	2	3	0	3
November						
December						
January						
February						
March						
April						
May						
June						
July						
August						
September						
Total YTD	1	0	2	3	0	3

**MADISON COUNTY BOARD OF COUNTY COMMISSIONERS**

**BUILDING DEPARTMENT – Fiscal Year Sales**

**October 2016– September 2017**

<b>October 2016</b> .....	<b>\$16,752.01</b>
<b>November 2016</b> .....	<b>\$</b>
<b>December 2016</b> .....	<b>\$</b>
<b>January 2017</b> .....	<b>\$</b>
<b>February 2017</b> .....	<b>\$</b>
<b>March 2017</b> .....	<b>\$</b>
<b>April 2017</b> .....	<b>\$</b>
<b>May 2017</b> .....	<b>\$</b>
<b>June 2017</b> .....	<b>\$</b>
<b>July 2017</b> .....	<b>\$</b>
<b>August 2017</b> .....	<b>\$</b>
<b>September 2017</b> .....	<b>\$</b>
<b>Total To-Date</b> .....	<b>\$16,752.01</b>



**FEMA**

OCT 21 2016

CERTIFIED MAIL  
RETURN RECEIPT REQUESTED

Rick Davis  
Chairperson, Board of Commissioners  
Madison County  
Post Office Box 539  
Madison, Florida 32341

Dear Mr. Davis:

I commend you for the efforts that have been put forth in implementing the floodplain management measures for Madison County, Florida, to participate in the National Flood Insurance Program (NFIP). As you implement these measures, I want to emphasize the following:

- a Flood Insurance Study (FIS) and Flood Insurance Rate Map (FIRM) have been completed for your community;
- the FIS and FIRM will become effective on February 3, 2017; and
- by the FIS and FIRM effective date, the Department of Homeland Security's Federal Emergency Management Agency (FEMA) Regional Office is required to approve the legally enforceable floodplain management measures your community adopts in accordance with Title 44 Code of Federal Regulations Section 60.3(d).

As noted in FEMA's letter dated August 3, 2016, no significant changes have been made to the flood hazard data on the Preliminary and/or revised Preliminary copies of the FIRM for Madison County. Therefore, Madison County should use the Preliminary and/or revised Preliminary copies of the FIRM as the basis for adopting the required floodplain management measures. Final printed copies of the FIRM for Madison County will be sent to you within the next few months.

If you encounter difficulties in enacting the measures, I recommend you contact the Florida Division of Emergency Management. You may contact Steve Martin, CFM, the NFIP State Coordinator, by telephone at (850) 922-5269, in writing at 2555 Shumard Oak Boulevard, Tallahassee, Florida 32399-2100, or by electronic mail at [steve.martin@em.myflorida.com](mailto:steve.martin@em.myflorida.com).

The FEMA Regional staff in Atlanta, Georgia, is also available to provide technical assistance and guidance in the development of floodplain management measures. The adoption of compliant floodplain management measures will provide protection for Madison County and will ensure its participation in the NFIP. The Regional Office may be contacted by telephone at (770) 220-5200 or in writing. Please send your written inquiries to the Director, Federal Insurance and Mitigation Division, FEMA Region IV, at 3003 Chamblee Tucker Road, Atlanta, Georgia 30341.

Rick Davis

OCT 21 2016

Page 2

The NFIP State Coordinating Office for your State has verified that Florida communities may include language in their floodplain management measures that automatically adopt the most recently available flood elevation data provided by FEMA. Your community's floodplain management measures may already be sufficient if the measures include suitable automatic adoption language and are otherwise in accordance with the minimum requirements of the NFIP. The NFIP State Coordinator can assist you further in clarifying questions you may have about automatic adoption.

You may have already contacted the NFIP State Coordinator and/or the FEMA Regional Office, and may be in the final adoption process or recently adopted the appropriate measures. However, in the event your community has not adopted the appropriate measures, this letter is FEMA's official notification that you only have until February 3, 2017, to adopt and/or submit a floodplain management ordinance that meets or exceeds the minimum NFIP requirements, and request approval from the FEMA Regional Office by the effective date. Your community's adopted measures will be reviewed upon receipt and the FEMA Regional Office will notify you when the measures are approved.

I appreciate your cooperation to ensure that your community's floodplain management measures are approved by the FEMA Regional Office by February 3, 2017. Your compliance with these mandatory program requirements will enable your community to avoid suspension from the NFIP.

Sincerely,



Rachel Sears, Director  
Floodplain Management Division  
Mitigation Directorate | FEMA

cc: Gracia Szczech, Regional Administrator, FEMA Region IV  
Steve Martin, CFM, NFIP State Coordinator, Florida Division of Emergency Management  
Wallace Bullock, Building Official, Madison County