

CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA
REGULAR BOARD MEETING
JULY 16, 2019
5:00 P.M.

(ESTIMATED TIMES)

5:00PM – CALL MEETING TO ORDER

5:02PM – PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG

5:03PM – APPROVAL OF THE JUNE 25, 2019 SPECIAL BOARD MEETING MINUTES, APPROVAL OF THE JUNE 27, 2019 BOARD WORKSHOP AND APPROVAL OF THE JULY 2, 2019 REGULAR MEETING MINUTES; VOUCHERS FOR WARRANTS: ACCOUNTS PAYABLE WARRANTS –1907-S, 1907-SRD, 1907-UTL, 1907-2G, 1907-2L, 1907-2RD, 1907-2E, 1907-3S AND PAYROLL WARRANTS – (none). (A CHECK REGISTER IS ON FILE IN THE CLERK’S DEPARTMENT OF FINANCE AND ACCOUNTING TO THE BOARD FOR ALL CHECKS AND WARRANTS APPROVED BY THE BOARD AT THIS MEETING) (NEEDS SIGNATURE)

5:05PM – Kevin Parrish – Magnolia Volunteer Fire Dept.

5:08PM – Errors and Insolvencies Report

5:11PM – Health Care Responsibility Act

5:14PM – Coba Beasley, Director of Missions, Chipola Baptist Association – FEMA Trailers

5:17PM – Kenneth Lubinski – Illegal Dumping

5:20PM – Kevin Yoder, Board Chair, North FL Inland Long Term Recovery Group

5:23PM – Beth Otto, FEMA Recovery-CUPP Program – Storm Water Study Letter of Intent

5:26PM – AVCON

5:29PM – Richard Williams, Opportunity Florida

5:32PM – Chris Rietow, Apalachee Regional Planning Council (ARPC)

5:38PM – John Morgan Davis, IDA Board Chairman

5:41PM – Chelsea Ranew – Projects and Grants Coordinator
Rostan Invoice tabled 6/18/19
Resolution 2019-30 SCOP Silas Green Road SA #1
Resolution 2019-31 Terminal Development Amendment #1
SCOP Silas Green Road CEI #1 – Alday-Howell Engineering
RFP opening – LMS Update

5:46PM – CLERK TIME
Dr-420 Certification of Taxable Value

5:49PM – ATTORNEY TIME
Ordinance 2019-03 – Conditional Use Permit

5:52PM – COMMISSIONER TIME: HUNT, MONLYN, WISE, HALL, CHAIRMAN

MEETING ADJOURN @ 5:49PM

Anyone who may wish to appeal any decision which may be made at this meeting will need to ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal will be based.

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
SPECIAL BOARD MEETING MINUTES
JUNE 25, 2019**

PRESENT AND ACTING:

**GENE BAILEY, CHAIRMAN
EARL HUNT
JERAL HALL**

**SARAH WILLIAMS, CLERK ADMINISTRATIVE ASSISTANT
MATT FUQUA, COUNTY ATTORNEY**

Chairman Bailey called the meeting (held in the EOC) to order at 5:00 P.M.; CT.

ORDINANCE 2019-02 LOCAL OPTION GAS TAX

Attorney Fuqua read Ordinance 2019-02 by Title.

CALHOUN COUNTY

ORDINANCE NO. 2019-02

AN ORDINANCE RELATING TO THE CONTINUATION OF THE SIX-CENT GAS AND FUEL TAX, TO BE KNOWN AS THE "LOCAL OPTION GAS TAX"; PROVIDING FOR AN EFFECTIVE DATE AND TERM; PROVIDING FOR DISTRIBUTION OF A PORTION OF PROCEEDS TO MUNICIPALITIES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE FOR THE ORDINANCE.

WHEREAS, by Florida Statutes Section 336.025, the Legislature of the State of Florida, granted authority to the Board of County Commissioners of Calhoun County, Florida, to levy a six-cent per gallon local option motor fuel and special fuel tax; and

WHEREAS, it is in the best interest of the residents and taxpayers of Calhoun County, Florida, that the burden and expense of constructing and maintaining the county road system be placed upon those making use of that system, in the form of a gasoline and motor fuel tax;

WHEREAS, Calhoun County has previously adopted a Calhoun County Ordinance in 1990, 2000 and 2009, assessing the six cent (6¢) per gallon gasoline and fuel tax and Florida Statutes Section 336.025 allows the assessment; and

WHEREAS, the current tax expires, on December 31, 2019.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF CALHOUN COUNTY, FLORIDA, that:

1. There is and shall be imposed, a continuation six-cent gas tax on every gallon of motor fuel and special fuel sold in Calhoun County, and taxed under the provisions of Florida Statutes Chapter 206. Said tax shall be used exclusively for transportation expenditures (as defined in section 336.025(7), Florida Statutes, within Calhoun County, Florida.

2. Said tax shall be and remain in effect for a period of 10 Years, commencing January 1, 2020.

3. In the absence of any written agreement reached before June 10, 2019, between the Board of County Commissioners and the governing bodies of any municipalities within Calhoun County, constituting a majority of the population within the incorporated areas within the county, relating to a distribution of the proceeds of this tax, the proceeds shall be distributed in accordance with the formula provided for in Florida Statutes Section 336.025(4). Said distribution percentages shall be as set forth and shown on Exhibit "A" annexed hereto.

4. If any section, subsection, paragraph, sentence, clause or phrase of this ordinance is held for any reason, to be unconstitutional, void or invalid, the validity of the remaining portion of the ordinance shall not be affected thereby.

5. This Ordinance shall take effect upon receipt of official acknowledgments from the Office of the Secretary of State of the State of Florida.

EXHIBIT "A"	
Altha	1.22%
Blountstown	18.89%
Calhoun County	79.89%

Chairman Bailey opened the floor for public comment. There was no public comment.

Commissioner Hunt stated he does not like the gas tax, but understands it is needed to fund the Road Department budget.

- ❖ Commissioner Hunt made a motion to approve Ordinance 2019-02. Commissioner Hall seconded the motion. The motion passed unanimously 3-0.

GUARDRAIL REPLACEMENT BIDS

Ms. Ranew stated at the Special Board Meeting last Thursday bids for guardrail replacement were opened and one bid from Central Florida Street Signs was received. Ms. Ranew stated the bid has been reviewed by Dewberry who has recommended awarding the bid to Central Florida Street Signs in the amount of \$144,825.

- ❖ Commissioner Hunt made a motion to award the Guardrail Replacement bid to Central Florida Street Signs in the amount of \$144,825. Commissioner Hall seconded the motion. The motion passed unanimously 3-0.

ALTERNATE VAB (VALUE ADJUSTMENT BOARD) CITIZEN APPOINTEE

Ms. Ranew stated an alternate VAB member was not appointed at the Special Board Meeting last Thursday, and an alternate citizen member would need to be appointed at today's meeting. Chairman Bailey stated he asked Ms. Sharon Guilford if she would serve and she agreed.

- ❖ Chairman Bailey made a motion to appoint Ms. Sharon Guilford as the alternate VAB citizen appointee. Commissioner Hunt seconded the motion. The motion passed unanimously 3-0.

Chairman Bailey stated he would like language inserted into the Debris Removal and Disposal Contract that sub-contractors be paid within thirty (30) days of their work being completed. Attorney Fuqua stated no contracts have been executed, but when it comes time to draft the contract this language could be inserted. There was further discussion regarding Debris Removal contracts. Commissioner Hunt stated if another hurricane hits the County, he would like to see the County handle debris pick-up. There was further discussion about debris pick-up.

Ms. Ranew requested a Special Board Meeting on Thursday, July 18 at 2:00 p.m. for the Debris Removal and Monitor bid openings.

Chairman Bailey stated he would like the phone systems at the Road Department and in Emergency Management to be looked at and see what it would cost to utilize voicemail systems on each phone. Chairman Bailey stated he gets complaints about phones not being answered frequently. There was further discussion regarding the phone system.

Chairman Bailey stated a check for \$461,000 was received today for the insurance cash out (?) for the Kinard Community Center.

Ms. Ranew stated bid packages for the Synergy turnkey repairs to the Volunteer Fire Departments would be received on July 8 for advertisement. Ms. Ranew stated the advertisement would run for fourteen (14) days before bids are opened. Commissioner Hall asked if the projects would be started on immediately. Ms. Ranew stated these bids would be for the projects recently approved for turnkey repairs. Ms. Ranew stated today Mossy Pond Volunteer Fire Department was discussed, and because the footprint and location of the building was changed more funds needed to be brought in so the 428 program with FEMA would be utilized for this project. There was further discussion regarding the Mossy Pond Volunteer Fire Department project. Chairman Bailey stated he has set up a meeting with Mr. Clifford Newsome and the Mossy Pond Fire Chief on Monday to discuss the building footprint and other project details. Chairman Bailey stated the volunteer fire department wanted to go ahead and start on repairs with the money that the County already has designated for the project, but in order to construct the building they would like, further FEMA funding would have to be received first before any money is spent on the project. Commissioner Hall stated the fire department is concerned about vandalism currently because their equipment is just sitting under a pole barn and cannot be locked up. Ms. Ranew stated she would be happy to attend the meeting also on Monday to help explain the situation with FEMA to the fire department. Commissioner Hunt stated he believes instead of a separate meeting being held on Monday that the fire department representatives should come to the regular Board meeting to the whole Board will know what is being discussed. There was further discussion about the Mossy Pond Volunteer Fire Department.

Commissioner Hall asked if any further information has been gathered regarding the volunteer fire department radios. Chairman Bailey stated he attended the County-wide Volunteer Fire Department

Meeting and they were going to meet with Mr. Ben Hall to decided what type of radios they wanted to purchase. Chairman Bailey stated the Board has agreed to purchase the radios up front if a volunteer fire department applies for and is awarded the grant. Chairman Bailey stated not all of the volunteer fire departments want to purchase new radios. There was further discussion regarding the fire radios. Commissioner Hall asked if the County could work out a deal with the contractors building cell towers for the County to have space for repeaters on all new cell towers throughout the County. Chairman Bailey stated an Ordinance is being drafted to this effect to be brought before the Commission at a future Board meeting. There was further discussion regarding County space on cell towers.

Commissioner Hunt asked if the representatives for the Mossy Pond Volunteer Fire Department would be asked to join the regular Board meeting on Tuesday instead of the separate meeting scheduled for Monday. There was further discussion regarding the fire department. Chairman Bailey stated he had no issue with asking them to attend the regular Board meeting on Tuesday instead of the meeting scheduled on Monday.

There being no further business, the meeting adjourned at 5:26 p.m., CT.

GENE BAILEY, CHAIRMAN

ATTEST:

CARLA A. HAND, CLERK

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
BOCC WORKSHOP MINUTES - HHRP
JUNE 27, 2019**

PRESENT AND ACTING:

**GENE BAILEY, CHAIRMAN
EARL HUNT
JERAL HALL
SCOTT MONLYN
DANNY RAY WISE**

SARAH WILLIAMS, CLERK ADMINISTRATIVE ASSISTANT

Chairman Bailey called the workshop (held in the EOC) to order at 9:00 A.M.; CT.

Chairman Bailey announced that Calhoun County would be receiving \$5,135,000 for the Hurricane Housing Recovery Program (HHRP). Chairman Bailey stated that decisions need to be made on how the money is to be spent and the guidelines that need to be followed. Chairman Bailey went on to state that we must follow the Local Housing Assistance Plan (LHAP), but can make amendments to it. Chairman Bailey stated the County has taken Bay County's LHAP and added their strategies to our agreement on HHRP. Chairman Bailey further stated we do not have to use all the strategies that are included, but if we desire to use them they are in place. Ms. Sandy Kelly provided the board with handouts describing the HHRP strategies. Chairman Bailey stated once we have our draft agreement ready, it would be sent to the State and they would make any changes they deemed necessary. Chairman Bailey stated the County intends to add a Purchase Assistance Strategy to help home buyers buy new homes. Chairman Bailey stated the County is currently limited to awards of \$29,000 under the SHIP program and is looking into increasing this amount to \$50,000 under HHRP, but leaving SHIP at the current amount. Chairman Bailey added the County could add a strategy for Demolition/Reconstruction, Disaster Repair/Mitigation, Emergency Repair, Foreclosure Prevention, Acquisition/Rehabilitation, New Construction and Special Needs. Chairman Bailey stated Special Needs would be addressed first. Chairman Bailey stated the County could also add Rental Assistance and Rental Acquisition.

Commissioner Hunt stated he feels there would be a conflict with rental housing. Chairman Bailey responded that just because it is a strategy does not mean we have to use it.

Chairman Bailey explained SHIP currently allows 20% of funding to be used for mobile homes. Chairman Bailey stated HHRP allows 35% which would mean the County could spend \$1.7 million on buying mobile homes. Chairman Bailey stated he feels mobile home purchase would be a quicker route to take since licensed contractors are so busy. Chairman Bailey stated he received quotes on several different size mobile homes, but all would be bid and the procurement policy would be followed.

Chairman Bailey stated that he would prefer the County increase the loan repayment term from five (5) years to ten (10) years.

Ms. Sandy Kelly explained the Development/Homeownership aspect of HHRP. Ms. Kelly stated developers could buy land through this program to build homes. Ms. Kelly stated once the homes are

sold, they would repay the proceeds back to the County. Ms. Kelly stated the buyers of the homes would have to meet the HHRP requirements, and the developer must be licensed and bonded with the State. Ms. Kelly stated developers would also be able to use funds from other sources in conjunction with HHRP funds. Ms. Kelly stated HHRP would require Green Housing Standards be used on all homes built.

Commissioner Hunt asked if the homes would be built to wind code standards. Ms. Kelly answered they would be built to these standards, and the County could put other standards in the contract as well.

Ms. Kelly explained the Land Acquisitions program gives the County the ability to buy land. Ms. Kelly stated the program does not allow for land banking. Ms. Kelly stated the County must put homes on the land to meet the 75% construction requirement. Ms. Kelly stated homes must be completed and occupied within twenty-four (24) months from the close of the State fiscal year. Ms. Kelly advised the Board they could give down payment assistance if they so desired. Chairman Bailey stated down payment assistance was already available, and he would like to raise it to \$15,000. Chairman Bailey added the County can require homeowners to contribute \$15,000 to the building of a new home, or use different percentages based on income levels. Commissioner Hunt stated he feels homeowners need to make a contribution.

Commissioner Monlyn inquired about the deadline on decisions for the HHRP. Ms. Ranew answered the strategies have to be turned in by the end of June, but changes could be made until the agreement is signed. Ms. Ranew stated funds should be released in October.

Ms. Diana Woods brought up the Mossy Pond area regarding removal and replacement of existing mobile homes. Ms. Wood stated most mobile homes are earlier than 1994 and a lot of the residents are low income. Chairman Bailey responded it would be in the contract that all existing mobile homes would have to be removed by the company providing the new mobile home.

Commissioner Hunt asked about the homes that are dilapidated, but not from the storm. Chairman Bailey responded the County could use the funds to clear the property. Commissioner Hunt stated that unless a house was going back on the property he felt the County should not clear the property. Chairman Bailey stated that there would be selection criteria since funds would be limited. There was further discussion regarding clearing property.

Commissioner Hunt asked about storm damaged homes that are located on land the homeowner does not own. Ms. Kelly responded the homeowner must have a deed to the land to qualify for assistance. There was further discussion regarding non land owning homeowners.

Ms. Kelly stated the deferred payment loan is now at five (5) years. Commissioner Hunt stated he wanted it changed to ten (10) years. The Board agreed by consensus to change the term to ten (10) years. Time limits were further discussed concerning the different strategies.

Chairman Bailey discussed the challenges facing the County to find contractors that are able to complete homes before the deadline. Chairman Bailey asked Ms. Ranew to contact people knowledgeable about the HHRP to come speak at the July 2 meeting to give us advice on moving forward with this program. There was further discussion regarding the program.

Commission Monlyn read the “forgiveness/repayment” terms from the Development/Homeownership” strategy to the Board and Chairman Bailey stated the County still needs further information regarding clarification of the process of paying the developer. There was further discussion regarding developers.

The Commission discussed flood zone relocation. Chairman Bailey read from the HHRP and stated homes and mobile homes must be elevated two (2) feet above the base flood elevation and there were no exceptions to the rule. There was further discussion regarding the flood zone.

Chairman Bailey stated if all Commissioners were in consensus with the strategies discussed, the County could move forward with the strategies. Chairman Bailey stated there could be other workshops scheduled to further discuss the HHRP and make changes.

There being no further business, the workshop adjourned at 10:55 a.m., CT.

GENE BAILEY, CHAIRMAN

ATTEST:

CARLA A. HAND, CLERK

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR BOARD MEETING MINUTES
JULY 2, 2019**

PRESENT AND ACTING:

**GENE BAILEY, CHAIRMAN
SCOTT MONLYN, VICE-CHAIRMAN
DANNY RAY WISE
EARL HUNT
JERAL HALL**

**MATT FUQUA, ATTORNEY
CARLA A. HAND, CLERK OF COURT AND COUNTY COMPTROLLER
DEBBIE SHELTON, CLERK ADMINISTRATIVE ASSISTANT**

Chairman Bailey called the meeting held in the EOC room to order at 2:00 P.M., CT. Commissioner Monlyn led the Prayer and Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES AND VOUCHERS

- ❖ A motion to approve the minutes and vouchers as published on the agenda (June 18, 2019 Regular Meeting Minutes and June 20, 2019 Special Meeting Minutes; vouchers for warrants: accounts payable warrants – 1906-2UT, 1906-HD, 1906-3E, 1907-1G, 1907-1E, 1907-1L, 1907-1RD, 1907-1S, and payroll warrants (none). (A check register is on file in the Clerk's department of finance and accounting to the board for all checks and warrants approved by the board at this meeting) was made by Commissioner Hall and seconded by Commissioner Monlyn. The motion passed unanimously 5-0.

EDWARD BYRNE MEMORIAL JAG PROGRAM 51% DISTRIBUTION LETTER

- ❖ A motion to approve the distribution of \$22,218 of Edward Byrne Memorial JAG Program funds to the project "Calhoun County Sheriff's Office Drug Enforcement Fund" was made by Commissioner Hall and seconded by Commissioner Monlyn. The motion passed unanimously 5-0.

PAUL BOHAC – CHEMICAL ADDICTIONS RECOVERY EFFORT (C.A.R.E.), NEW CALHOUN COUNTY REPRESENTATIVE REQUEST

Mr. Bohac requested the Board appoint a new representative for the C.A.R.E. program. Commissioner Monlyn stated Ms. Arzela Smith had been approached concerning the appointment. Ms. Smith was present at the Board meeting and has agreed to the appointment.

- ❖ Commissioner Monlyn made a motion to appoint Ms. Smith to the C.A.R.E. Board and Commissioner Hunt seconded the motion. The motion was passed unanimously 5-0.

TABLED 6/18/2019 – ROSTAN INVOICE

Ms. Ranew informed the Board she is still waiting to hear from Rostan on clarifications on their invoice so she may present the invoice to the Board for approval. Chairman Bailey suggested the discussion remain tabled.

APPROVAL OF VAB ATTORNEY CONTRACT

- ❖ Commissioner Hall made a motion to approve the contract for VAB (Value Adjustment Board) attorney Martha Eskuchen. Commissioner Monlyn seconded the motion. The motion passed unanimously 5-0.

OFFICE OF THE PUBLIC DEFENDER – PERMISSION TO DISPOSE OF SURPLUS PROPERTY

Clerk Hand informed the Board the Public Defender's office has obsolete property that belongs to the County, and have requested permission to dispose of the property.

List of property – 1466 – laptop (acquired in 2009)
1513 – file server (acquired in 2013)
1537 – laptop (acquired in 2013)
1703 – computer (acquired in 2014)

- ❖ A motion to dispose of surplus property was made by Commissioner Monlyn and seconded by Commissioner Hall. The motion passed unanimously 5-0.

TIM JENKS – MAINTENANCE DEPARTMENT

Tim Jenks informed the Board the maintenance department has been busy with various projects. Chairman Bailey asked if there were other projects the County would need further assistance with from FEMA. Mr. Jenks stated fencing and stump removal are areas where further funds would be needed. Chairman Bailey stated the County has not heard from FEMA on the deadline extension for debris removal, the current deadline is July 11th.

CLIFFORD EDENFIELD – ROAD DEPARTMENT SUPERINTENDENT

Mr. Edenfield presented the Board with an invoice for a low-boy trailer to be approved for payment.

- ❖ Commissioner Hunt made a motion to approve payment for the low-boy trailer. Commissioner Hall seconded the motion. The motion was passed unanimously 5-0.

Mr. Edenfield stated the Road Department plans to have all debris collected in the next month and half.

Mr. Edenfield stated the mowers are losing a tire a week and the transmission on one of the tractors will need to be replaced.

Chairman Bailey requested the Waste Pro statement be reconciled weekly for construction debris hauled by the Road Department to the Waste Pro facility.

RITA MAUPIN - DIRECTOR OF LIBRARY SERVICES

Ms. Maupin informed the Board the U.S. Department of Labor will be monitoring the National Dislocated Worker Grant Disaster Recovery (DR) workers on July 16 – 19. Ms. Maupin stated she is expecting several site visits to the libraries. Ms. Maupin provided an overview of the program.

WHITNEY CHERRY – COUNTY EXTENSION OFFICE

Ms. Cherry informed the Board the Extension Office is now in their new temporary building. Ms. Cherry reported three (3) new 4-H programs have been started.

CHELSEA RANEW – PROJECTS AND GRANTS COORDINATOR

Ms. Ranew presented for approval and execution Task Order Amendment #1 for the four (4) open HMGP (Hazard Mitigation Grant Program) projects. Ms. Ranew stated this amendment extends the time to December 31, 2019.

- ❖ A motion to approve Task Order Amendment #1 was made by Commissioner Monlyn and Commissioner Hall seconded the motion. Motion passed unanimously 5-0.

Ms. Ranew stated the County is able to send additional Small County Outreach Program (SCOP) and Small County Road Assistance Program (SCRAP) applications to FDOT. Ms. Ranew consulted with Mr. Ford and Mr. Edenfield concerning roads to present to the Board for consideration. Iola Road and Silas Whitfield Road have been suggested for the additional SCOP/SCRAP applications.

- ❖ A motion was made by Commissioner Hunt to submit applications for Iola Road and Silas Whitfield Road to the SCOP and SCRAP programs. Commissioner Monlyn seconded the motion. The motion passed unanimously 5-0.

Ms. Ranew stated FDOT has approved additional funds for the SCOP Silas Green project and a supplemental agreement should be ready by the next Board meeting.

Ms. Ranew requested permission to move forward in obtaining a Task Order for SCOP Silas Green Road CEI, the next engineer in rotation is Alday-Howell, to be presented at the next meeting.

- ❖ Chairman Bailey made a motion to request a proposed Task Order from Alday-Howell. Commissioner Hunt seconded the motion. The motion passed unanimously 5-0.

Ms. Ranew stated a Notice of Funding Opportunity has been received from the Hurricane Loss Mitigation Program (HLMP). There is \$194,000 available in this program and there is an application process. Ms. Ranew requested permission to move forward with creating a proposal to send to the Department of Emergency Management (DEM).

- ❖ A motion was made granting Ms. Ranew permission to create a proposal to send to DEM by Commissioner Hall. Commissioner Hunt seconded the motion. The motion passed unanimously 5-0.

Ms. Ranew made the Board aware that some furniture had been damaged during the move from the County Extension Building to the temporary mobile unit located behind the Courthouse. Ms. Ranew stated Mr. Evans with Synergy is in contact with the moving company concerning the damaged property.

CLERK TIME

Clerk Hand reported the minutes from the May 1, 2019 meeting the bid for the air handler from David Smith Heating and Cooling was recorded in error as \$17,000. Clerk Hand stated the correct amount is \$17,500 and a correction will be made to the previous minutes.

- ❖ A motion to correct verbiage in the May 1, 2019 minutes was made by Chairman Bailey and seconded by Commissioner Hall. Motion passed unanimously 5-0.

ATTORNEY TIME

Attorney Fuqua presented the Board with Resolution 2019-28 requesting the continued assistance for river clean-up relating to Hurricane Michael. Chairman Bailey stated he would ask Gulf and Franklin Counties to adopt the Resolution as well. Chairman Bailey stated he was told by Congressman Dunn there is designated funding for river cleanup.

- ❖ Chairman Bailey made a motion to adopt Resolution #2019-28 regarding river cleanup. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

RESOLUTION NO. 2019-28**A RESOLUTION REQUESTING THE CONTINUED ASSISTANCE FOR RIVER CLEAN-UP RELATING TO HURRICANE MICHAEL.**

WHEREAS, Calhoun County, Florida and its citizens have been devastated by the ravages and aftermath of Hurricane Michael; and

WHEREAS, Calhoun County is a fiscally constrained County and has been designated a County of Economic Opportunity.

WHEREAS, Calhoun County economy depends in large part on the natural resources located within the County such as the Apalachicola and Chipola Rivers;

WHEREAS as of the date of this resolution, there remains hazards stemming from the storm debris still remaining throughout the Apalachicola and Chipola Rivers and such conditions negatively impact the economic opportunities which are normally provided by recreational ventures on said rivers;

WHEREAS as a fiscally constrained county, Calhoun County and its citizens would be devastated economically if it were required to directly contract and fund the remaining river debris removal and river debris removal monitoring.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COMMISSION OF CALHOUN COUNTY, FLORIDA, REQUESTS THAT;

1. The State of Florida, through its agencies provide direct contracting for debris removal from the Apalachicola and Chipola Rivers.
2. Calhoun County is grateful and appreciative of all the support, guidance, and resources which have been provided to date by the State of Florida, and other communities, church and civic groups and public and private supporters. Without these resources, many citizens would be in greater danger of life- threatening perils and economic hardships.

PASSED AND ADOPTED THIS 2ND DAY OF JULY, 2019.

Attorney Fuqua recommended advertising for the adoption of an ordinance (Set for formalizing the Conditional Use Permit process including the addition of a "Public Dedication Option". The Public Dedication Option will allow the Board to require that suitable areas for streets, communication facilities, public rights-of-way, etc. be set aside for public use.

- ❖ Chairman Bailey made a motion to give Attorney Fuqua the authorization to advertise the new process for obtaining a Conditional Use Permit. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Attorney Fuqua recommended adding a thirty (30) day termination clause to the sub-lease (old sewing factory building owned by Neal Land & Timber) to North Florida Inland Long Term Recovery Group as proposed by Chairman Bailey.

- ❖ A motion was made by Chairman Bailey to approve the sub-lease of the old sewing factory to North Florida Inland Long Term Recovery Group with the addition of a thirty (30) termination clause. The motion was seconded by Commissioner Hall. The motion passed unanimously 5-0.

COMMISSIONER TIME

COMMISSIONER HUNT

Commissioner Hunt stated he has received complaints on the garbage pickup by Waste Management. Chairman Bailey stated he spoke with Waste Management and informed them if there was not an improvement in their performance, they would need to come to a Board meeting and make explanations to the Board.

COMMISSIONER MONLYN

Commissioner Monlyn stated the concrete slab at the "Scout House" needs to be moved. Commissioner Monlyn added kids are now playing on it and he is concerned someone is going to get hurt. Mr. Edenfield stated he will see if their equipment can move the slab and if not, will check into other alternatives for removing the slab.

COMMISSIONER WISE

Commissioner Wise had nothing to report.

COMMISSIONER HALL

Commissioner Hall stated garbage pickup was his only issue, which has been addressed.

CHAIRMAN BAILEY

Chairman Bailey stated the Airport needs a new lawnmower, and three (3) quotes were obtained. The lowest quote was for \$8,260.68 from H & H Equipment, Inc.

- ❖ Chairman Bailey made a motion to purchase the lawnmower from H & H Equipment. Commissioner Hunt seconded the motion. The motion passed unanimously 5-0.

Chairman Bailey received a Task Order from AVCON for \$250,000 for designs on two (2) hangars and terminal expansion. Chairman Bailey stated in his opinion this amount is too high for the work entailed.

Chairman Bailey stated he is not ready to sign the task order as is, and wants further discussion with AVCON concerning this Task Order.

Chairman Bailey informed the Board the County has not received from the Department of Emergency Management (DEM) the 50% immediate needs funding payment for Category B – Emergency Protective Measures.

Chairman Bailey informed the Board a water line was cut at the Airport. Commissioner Hunt feels the engineering firm should be held responsible for any repairs since they failed to locate the line. Chairman Bailey stated the water line is in the way of future growth and proposed to abandon this line and place a well at the Sheriff's hangar.

- ❖ Commissioner Wise made a motion to put a well at the Sheriff's hangar and pay from the insurance proceeds for property in the open (PITO). Chairman Bailey seconded the motion. The motion passed 4-1 with Commissioner Hunt voting against the motion.

Chairman Bailey informed the Board there has been a response from the Florida Housing Finance Corporation on the strategies the County submitted for the \$5.1 million State Hurricane Housing Recovery Program (HHRP). Chairman Bailey stated the strategies have been returned with the department's corrections and recommendations.

MOSQUITO CONTROL BUDGET

- ❖ Commissioner Hunt made a motion to approve the State 2019-2020 Mosquito Control Budget. Commissioner Hall seconded the motion. The motion passed 5-0.

There being no further business, the meeting adjourned at 3:07 p.m., CT.

Gene Bailey, Chairman

ATTEST:

Carla H. Hand, Clerk



Magnolia Volunteer Fire Dept., Inc.



21252 NW Magnolia VFD Rd.
Altha, FL 32421
(850) 674-6833

June 26, 2019

Calhoun County Board of
County Commissioners
20859 Central Ave. E, Room 130
Blountstown, FL 32424

Chairman Bailey,

As you are aware, Magnolia Volunteer Fire Dept. suffered extensive damage to our building and property due to Hurricane Michael. Since then, Magnolia VFD has also suffered from individuals coming in and stealing equipment, property, and petty cash, as well as possibly compromising Magnolia VFD's financial accounts and members private personnel information.

Thirteen years ago, when Magnolia VFD applied for, and received, a USDA grant and loan to construct our facility, Calhoun County agreed to provide insurance on the building and to pay the electric bill at that location. After the Hurricane Michael damages were assessed by the County's insurance company, we were informed that the insurance company decided to "total" the building, and the County would receive the approximately \$225,000 that our building was insured for, minus deductible. We were also advised that this money is Calhoun County's, not Magnolia's, since the County was the one paying the insurance premiums every year. When we attempted to contact the County for reimbursement from insurance proceeds for replacement doors Magnolia had installed, we were told that we would not be getting reimbursed, as it was not our money to receive.

On June 6, 2019, Magnolia VFD's members met and voted to begin the process of disbanding and closing our doors as a result of this lack of cooperation, on top of the damages we have suffered as an organization and personally. We, along with the other volunteer fire departments in this county, have suffered with lack of volunteers and county support for many years. Magnolia VFD simply does not have the manpower, much less the funds, to rebuild or repair our building and equipment.

We request that Calhoun County provide to us, from the insurance proceeds collected from our building, with the funds to pay off Magnolia VFD's USDA mortgage. Payoff as of July 30, 2019 is \$28,929.33. After the mortgage has been satisfied, Magnolia VFD will begin disposing of our property and assets in accordance with our bylaws. This process will take some time to ensure that we do this correctly, while doing it efficiently. As of July 31, 2019, Magnolia VFD will not be responding to any emergency calls. Once we have completed the property transfer process, we will inform the County of the date that the power can be turned off and Magnolia VFD will be no more.

If there are any questions, you may contact me on my cell at (850) 899-6114.

Regards,

Chief Kevin Parrish

Becky Trickey-Smith, CFC
Calhoun County Tax Collector

20859 Central Ave E Room 107
Blountstown, FL 32424

Telephone: 850.674.8242
Fax: 850.674.5116

June 28, 2019

Calhoun County Board of County Commissioners
20859 Central Ave E., Room 130
Blountstown, FL 32424

Good Morning Carla,

As required by Florida Statute 197.492, I am submitting to the BOCC a copy of the 2018 Errors and Insolvencies Report for the entire tax roll, which is attached. The statute now allows for the report to be submitted electronically.

The Errors and Insolvencies Report reflects changes that were made to the 2018 tax roll, which were certified to me by the Property Appraiser. It also reflects accounts in which the taxpayer filed bankruptcy. (If applicable) Technically, no action is required by the Board. The report is mainly for informational purposes.

The Certified Tax Roll Recap is a snapshot of 2018 tax collections dealing specifically with taxes levied by the BOCC and is for informational purposes as well.

Please provide the Commissioners with a copy of these reports. Thank you.

Sincerely,



Becky Trickey-Smith, CFC
Calhoun County Tax Collector

BTS/rms

	Increase	Decrease	Net
Correction Totals			
Total Insolvent			
Total Litigation			
Grand Totals			

INSTRUCTIONS

To Tax Collectors:

1. Use this for the last sheet on your report of discounts, errors, double assessments, and insolvencies.
2. Do not list any item without showing the reason for reduction in the right-hand column.
3. As much as possible, group together all items coming under one heading. For instance, place all errors under one heading, all double assessments under another, exemptions under another, etc.
4. For exemptions, specify whether widow, veteran, homestead, disability, etc.

Tax Collector Recapitulation

I, Becky Smith, Tax Collector of Calhoun County, Florida, certify this is a report of all discounts, errors, double assessments, insolvencies, and federal bankruptcies on the assessment roll for 2018; that the discounts were actually earned for the month as shown; that the attached list shows all errors and double assessments as the property appraiser certified; that I have allowed no exemptions, other than those the attached list shows as certified by the property appraiser; that each item marked insolvent on the attached list is in fact insolvent and, although I have made a diligent search, I have been unable to find the tangible personal property to levy on to enforce the payment of the tax; and that I have not collected any of the items on the attached list.

I am entitled to credit against the 2018 assessment roll on the following amounts:

Discounts	\$ 220,586.98
Errors	\$ 7,775.18
Double Assessments	
Insolvencies	
Federal Bankruptcies	
Total	\$ 228,362.18

Becky Smith
Signature, Tax Collector

Calhoun
County

06-28-19
Date

BRC-ISO Tax Collection System
06/06/2019 12:23:25

End of Year Recapitulation
TAX COLLECTOR RECAPITULATION OF THE TAX ROLL FOR CALHOUN COUNTY, FLORIDA, 2018

CALHOUN COUNTY
TC6898

PAGE 5

EVERY SPACE MUST BE FILLED IN.
WHERE THERE ARE SPACES THAT
ARE NOT APPLICABLE, WRITE "NONE"

COUNTY AND SPECIAL DISTRICT
AD VALOREM TAXES

ALL TAX ROLLS
ALL MUNICIPAL
AD VALOREM TAXES

TOTAL AD
VALOREM TAXES

DEBITS

1. TAXES LEVIED AS CERTIFIED TO DEPARTMENT	6,950,183.10	96,027.91	7,050,211.01
2. PLUS ADDITIONS TO THE ROLL	876.84-	22.95	853.89-
3. LESS SUBTRACTIONS FROM THE ROLL INCLUDING	3,510.15	27.01	3,537.16
4. PENALTIES COLLECTED ON CURRENT ROLL	18,614.72	344.31	18,959.03
5. TOTAL TAXES LEVIED ON 2018 TAX ROLL	6,968,410.83	96,368.16	7,064,778.99

CREDITS

6. TOTAL MONIES COLLECTED (INCLUDING	6,712,640.26	93,005.75	6,805,646.01
7. DISCOUNT ALLOWED	217,764.07	2,822.91	220,586.98
8. TOTAL CASH CREDITS ON COLLECTIONS	6,930,404.33	95,828.66	7,026,232.99
9. WARRANTS PENDING	1,224.14	.00	1,224.14
10. COUNTY TAX SALE CERTIFICATES	14,792.51	186.19	14,978.70
11. ERRORS AND INSOLVENCIES	3,375.13	9.00	3,384.13
12. UNCOLLECTED TAXES DUE TO PENDING	.00	.00	.00
12B. LITIGATION	.00	.00	.00
12C. OTHER UNPAID PROPERTIES	.00	.00	.00
13. PENALTIES AND INTEREST ON WARRANTS	18,614.72	344.31	18,959.03
14. OVER (-) OR UNDER (+) COLLECTED	.00	.00	.00
15. TOTAL CREDITS	6,968,410.83	96,368.16	7,064,778.99

I CERTIFY THAT THE INFORMATION HEREIN IS ACCURATE AND CORRECT
TO THE BEST OF MY KNOWLEDGE AND BELIEF
DATE: 6/6/19 SIGNATURE: *Carla A. Hand* TAX COLLECTOR



REPORT OF DISCOUNTS, ERRORS, DOUBLE ASSESSMENTS, AND INSOLVENCIES

Section 197.492, Florida Statutes

DR-505
R. 09/17
Rule 12D-16.002, F.A.C.
Eff. 09/17

Certified to the Board of County Commissioners by Becky Smith, Tax Collector for Calhoun County, Florida.

Discounts, errors, double assessments, insolvencies, and exemptions are the only reasons for not collecting personal property taxes. Do not list any personal property tax item unless it is uncollectible. Do not take credit for items which are expected to be collected and remitted later.

Before submitting this list to the board of county commissioners, the tax collector must fill out and sign the certificate at the end of this form as the last page of the report and recapitulate the amount of all taxes that will be credited.

[illegible]

{table continues as long as needed}

[illegible]

BRC-1SD Tax Collection System
06/06/2019 12:23:25

End of Year Recapitulation

CALHOUN COUNTY
TC6898

PAGE 5

TAX COLLECTOR RECAPITULATION OF THE TAX ROLL FOR CALHOUN COUNTY, FLORIDA, 2018

EVERY SPACE MUST BE FILLED IN.
WHERE THERE ARE SPACES THAT
ARE NOT APPLICABLE, WRITE "NONE"

COUNTY AND SPECIAL DISTRICT
AD VALOREM TAXES

ALL TAX ROLLS
ALL MUNICIPAL
AD VALOREM TAXES

TOTAL, AD
VALOREM TAXES

DEBITS				
1. TAXES LEVIED AS CERTIFIED TO DEPARTMENT OF REVENUE BY PROPERTY APPRAISER	6,954,183.10	96,027.91	7,050,211.01	
2. PLUS ADDITIONS TO THE ROLL	876.84	22.95	853.89	
3. LESS SUBTRACTIONS FROM THE ROLL, INCLUDING ROUNDING ERROR	3,510.15	27.01	3,537.16	
4. PENALTIES COLLECTED ON CURRENT ROLL	18,614.72	344.31	18,959.03	
5. TOTAL TAXES LEVIED ON 2018 TAX ROLL	6,968,410.83	96,368.16	7,064,778.99	
CREDITS				
6. TOTAL MONIES COLLECTED (INCLUDING INDIVIDUAL TAX SALE CERTIFICATES)	6,712,640.26	93,005.75	6,805,646.01	
7. DISCOUNT ALLOWED	217,764.07	2,822.91	220,586.98	
8. TOTAL CASH CREDITS ON COLLECTIONS (6+7)	6,930,404.33	95,828.66	7,026,232.99	
9. WARRANTS PENDING	1,224.14	.00	1,224.14	
10. COUNTY TAX SALE CERTIFICATES	14,792.51	186.19	14,978.70	
11. ERRORS AND INSOLVENCIES	3,375.13	9.00	3,384.13	
12. UNCOLLECTED TAXES DUE TO PENDING LITIGATION	.00	.00	.00	
12B. PROPERTIES BELOW MINIMUM BILL AMOUNT	.00	.00	.00	
12C. OTHER UNPAID PROPERTIES	.00	.00	.00	
13. PENALTIES AND INTEREST ON WARRANTS	18,614.72	344.31	18,959.03	
14. OVER (-) OR UNDER (+) COLLECTED	.00	.00	.00	
15. TOTAL CREDITS	6,968,410.83	96,368.16	7,064,778.99	

INPUT _____ DATE _____
AMENDED _____ DATE _____
I CERTIFY THAT THE INFORMATION HEREIN IS ACCURATE AND CORRECT
TO THE BEST OF MY KNOWLEDGE AND BELIEF
DATED: 6/19/19 SIGNATURE: Becky Smith TAX COLLECTOR

ACS Tax Collection System
06/06/2019 12:10:21

Adjustments Settlement Report
For All Rolls For All Years

CALHOUN COUNTY
TCL738-GRND

PAGE 9

All Districts

Taxing Entity	Gross Tax	Interest	Penalty	Fees	*Total*
SCHOOL 1 SCHOOL					
1 SCHOOL STATE REQ	1,968.87-			1,968.87-	
2 SCHOOL LOCAL DISC	355.72-			355.72-	
3 SCHOOL CAP OUTLAY	713.35-			713.35-	
COUNTY 1 CALHOUN COUNTY	4,708.14-			4,708.14-	
CITY 2 BLOUNTSTOWN	13.06-			13.06-	
1 BLOUNTSTOWN					
NMFMD 1 NORTHWEST WATER MGMT	16.04-			16.04-	
1 NMFMD FUND					
TOTAL TAX	7,775.18-			16.04-	7,791.22-

ACS Tax Collection System CALHOUN COUNTY
06/06/2019 13:22:12 Adjustments Designer Reports TC652U COVERPAGE

Report Selection:

#	Field Name	Totals	Pagebk	Report # - 02	Data Groups to Print:	Space After
1.	Tax year	Y		Y	Transaction Data	
2.	Adjustment Number			Y	Gross Tax Breakdown	
3.						
4.						
5.				Y	Dotted Separator Line	
6.						
7.						
8.						
9.						

Print Total Lines Only.....
Base report on Daily File contents..

Tax year 2018 to 2018 RANGES:
Adj Date 06/02/2018 to 05/31/2019

Selective Installments? ALL

Run Instructions:

Jobq Banner 01 Copies Form Printer Hold Space LPI Lines CPI
L PX N S 6 066 10

BRC-1SD Tax Collection System				E & I ADJUSTMENT TOTALS				CALHOUN COUNTY			PAGE
06/06/2019 13:22:12								TC652R			1
Adjust Date	Bill Number	Yr	Property Number /Taxpayer	Reason /Adj #	Tax	Penalty	Interest	Other-Asmts	Fees		
04/30/2019	R 1149000	2018	28-2N-11-0530-0001-7700 INTERPUT REALTY INC	TD	204.02-	.00	.00	.00	.00		
04/30/2019	R 1148800	2018	28-2N-11-0530-0001-6500 INTERPUT REALTY INC	TD	163.22-	.00	.00	.00	.00		
04/30/2019	R 1188300	2018	32-2N-11-0700-0008-0000 HUNT AUSTIN	TD	228.50-	.00	.00	.00	.00		
04/30/2019	R 229200	2018	33-1N-08-0320-0000-0400 GADSON SALLY LAVERNE &	TD	106.93-	.00	.00	.00	.00		
04/30/2019	R 383200	2018	32-1S-08-0000-0007-0000 WALTER MORTGAGE CO LLC	TD	105.45-	.00	.00	.00	.00		
04/30/2019	R 994000	2018	12-3S-10-0160-000H-0900 HILL SHIRLEY J	TD	104.46-	.00	.00	.00	.00		
04/30/2019	R 994100	2018	12-3S-10-0160-000H-1000 HILL DAVID & SHIRLEY	TD	104.46-	.00	.00	.00	.00		
04/30/2019	R 1066700	2018	11-1N-11-0560-0014-1000 PAGE ERIC C	TD	241.91-	.00	.00	.00	.00		
04/30/2019	R 1065000	2018	11-1N-11-0560-0010-1000 MERSON JOSEPH S	TD	105.76-	.00	.00	.00	.00		
04/30/2019	R 1136000	2018	28-2N-11-0520-0002-3700 DEESE RUSSELL FORREST &	TD	97.93-	.00	.00	.00	.00		
04/30/2019	R 1136200	2018	28-2N-11-0520-0002-4100 DEESE RUSSELL FORREST &	TD	83.24-	.00	.00	.00	.00		
04/30/2019	R 1138000	2018	28-2N-11-0520-0004-1500 BLOSSER MARK &	TD	195.87-	.00	.00	.00	.00		
04/30/2019	R 1141900	2018	28-2N-11-0520-0009-0100 MARENEK PATRICIA	TD	294.61-	.00	.00	.00	.00		
04/30/2019	R 1143000	2018	28-2N-11-0520-0009-2700 CONTIJOCH JUAN &	TD	195.95-	.00	.00	.00	.00		
04/30/2019	R 1187200	2018	32-2N-11-0700-0007-0500 GOMEZ HERCLITA	TD	97.93-	.00	.00	.00	.00		
04/30/2019	R 1189000	2018	32-2N-11-0700-0009-0500 HUNT AUSTIN	TD	156.68-	.00	.00	.00	.00		
04/30/2019	R 1192600	2018	32-2N-11-0710-0003-0100 YORK INVESTMENTS CORP	TD	293.79-	.00	.00	.00	.00		

BRC-ISO Tax Collection System				E & I ADJUSTMENT TOTALS				CALHOUN COUNTY			PAGE
06/06/2019 13:22:12								TC652R			2
Adjust Date	Bill Number	Yr	Property Number /Taxpayer	Reason /Adj #	Tax	Penalty	Interest	Other-Asmts	Fees		
03/27/2019	R 1073901	2018	13-IN-11-0000-0020-0200 SHOEMAKER RANDY	14 -28	47.11	.00	.00	.00	.00		
Dist	SCHOOL	18.44	COUNTY	28.57	NMFMD	.10					
03/27/2019	R 1073902	2018	13-IN-11-0000-0020-0300 SHOEMAKER RANDY	14 -29	72.29	.00	.00	.00	.00		
Dist	SCHOOL	28.29	COUNTY	43.85	NMFMD	.15					
03/27/2019	R 1073900	2018	13-IN-11-0000-0020-0000 MOORE WILLIAM E &	15 -30	117.61	.00	.00	.00	.00		
Dist	SCHOOL	46.03	COUNTY	71.34	NMFMD	.24					
11/14/2018	R 1193200	2018	32-2N-11-0710-0007-0500 HODGES SCOTT PA	TD 018-08	97.93	.00	.00	.00	.00		
Dist	SCHOOL	38.33	COUNTY	59.40	NMFMD	.20					
11/26/2018	R 418200	2018	05-IN-09-0000-0018-0000 LEAHEY ELENA &	03 018-10	30.83	.00	.00	.00	.00		
Dist	SCHOOL	12.07	COUNTY	18.70	NMFMD	.06					
11/27/2018	R 709100	2018	28-2S-09-0120-0008-0800 CASTLE JAMES	08 018-11	228.79	.00	.00	.00	.00		
Dist	SCHOOL	89.54	COUNTY	138.77	NMFMD	.48					
11/27/2018	R 809400	2018	27-1N-10-0000-0003-0202 BALLARD JAMES C &	01 018-12	393.38	.00	.00	.00	.00		
Dist	SCHOOL	153.96	COUNTY	238.61	NMFMD	.81					
11/29/2018	R 350700	2018	07-1S-08-0000-0005-0205 BROWN REBECCA A	01 018-13	408.04	.00	.00	.00	.00		
Dist	SCHOOL	159.70	COUNTY	247.50	NMFMD	.84					
12/04/2018	R 759800	2018	12-1N-10-0000-0009-0000 ARMERUST STEPHEN	01 018-14	324.80	.00	.00	.00	.00		
Dist	SCHOOL	127.12	COUNTY	197.01	NMFMD	.67					
11/30/2018	R 865600	2018	28-2N-10-0000-0002-0104 HILL JOHN	08 018-15	272.98	.00	.00	.00	.00		
Dist	SCHOOL	106.84	COUNTY	165.58	NMFMD	.56					
11/30/2018	R 1213100	2018	35-2N-11-0000-0020-0000 YAUDAS JENNIFER	01 018-19	530.76	.00	.00	.00	.00		
Dist	SCHOOL	159.70	COUNTY	369.80	NMFMD	1.26					
12/04/2018	R 1213100	2018	35-2N-11-0000-0020-0000 YAUDAS JENNIFER	03 018-19	122.72	.00	.00	.00	.00		
Dist	COUNTY	122.30	NMFMD	.42							
12/04/2018	R 519200	2018	32-1N-09-0000-0002-0300 WOOD CHERYL A &	12 018-20	40.81	.00	.00	.00	.00		
Dist	SCHOOL	15.97	COUNTY	24.75	NMFMD	.09					

Inst: 201907002253 Date: 07/02/2019 Time: 12:07PM
 Page 8 of 11 B: 448 P: 811, CARLA A. HAND, Clerk of Court
 Calhoun County, By: RB
 Deputy Clerk

BRC-1SD Tax Collection System				E & I ADJUSTMENT TOTALS				CALHOUN COUNTY			PAGE
06/06/2019 13:22:12								TC652R			3
Adjust Date	Bill Number	Yr	Property Number /Taxpayer	Reason /Adj #	Tax	Penalty	Interest	Other-Asmts	Fees		
12/13/2018 R	34500	2018	16-1N-08-0760-000E-0100 BARFIELD BENJAMIN &	12 018-21	108.05-	.00	.00	.00	.00		
Dist SCHOOL			42.29-COUNTY	.22-							
12/13/2018 R	34501	2018	16-1N-08-0760-000E-2800 PHINNEY CHARLA	14 018-22	67.25	.00	.00	.00	.00		
Dist SCHOOL			26.32-COUNTY	.14							
12/05/2018 R	250000	2018	33-1N-08-1200-0024-0100 BRIDGES MARY CATRYN (LE)	03 018-23	302.98-	.00	.00	.00	.00		
Dist SCHOOL			168.30-CITY	25.50-NMFMD	.58-						
12/05/2018 R	250001	2018	33-1N-08-1200-0024-0106 THE CITY OF BLOUNTSTOWN	14 018-24	272.68	.00	.00	.00	.00		
Dist SCHOOL			97.74-COUNTY	22.95-NMFMD	52						
12/13/2018 R	166500	2018	32-1N-08-0440-0006-1300 CITY OF BLOUNTSTOWN	10 018-25	17.96-	.00	.00	.00	.00		
Dist SCHOOL			6.44-COUNTY	1.51-NMFMD	.03-						
12/18/2018 R	108100	2018	29-1N-08-0001-0032-0000 BLACKBURN MICHAEL T &	15 018-26	101.79-	.00	.00	.00	.00		
Dist SCHOOL			39.84-COUNTY	.21-							
12/18/2018 R	108101	2018	29-1N-08-0001-0032-0000 MEARS CLINTON E	14 018-27	101.80	.00	.00	.00	.00		
Dist SCHOOL			39.84-COUNTY	.21							
04/10/2019 R	138900	2018	31-1N-08-0720-0034-0100 PITTS THERESA	01 018-28	176.93	.00	.00	.00	.00		
Dist SCHOOL			69.24-COUNTY	.37							
04/10/2019 R	138900	2018	31-1N-08-0720-0034-0100 PITTS THERESA	01 018-28	336.33-	.00	.00	.00	.00		
Dist SCHOOL			131.63-COUNTY	.70-							
04/16/2019 P	28000	2018	12309-000 ROBERTS AND ROBERTS INC	05 018-29	1,415.02-	.00	.00	.00	.00		
Dist SCHOOL			553.81-COUNTY	2.93-							
03/27/2019 P	31500	2018	45657-000 ICE HOUSE AMERICA	13 018-31	356.26-	.00	.00	.00	.00		
Dist SCHOOL			139.43-COUNTY	.74-							
11/14/2018 R	1141000	2018	28-2N-11-0520-0008-0100 BLOSSER MARK &	TD 2018-4	130.57-	.00	.00	.00	.00		
Dist SCHOOL			51.10-COUNTY	.27-							
11/14/2018 R	1063000	2018	11-1N-11-0560-0009-0900 HUNT DUSTIN	TD 2018-5	121.92-	.00	.00	.00	.00		
Dist SCHOOL			47.72-COUNTY	.25-							

BRC-USD Tax Collection System				E & I ADJUSTMENT TOTALS				CALHOUN COUNTY		PAGE
06/06/2019 13:22:12								TC652R		4
Adjust Date	Bill Number	Yr	Property Number / Taxpayer	Reason / Adj #	Tax	Penalty	Interest	Other-Asmts	Fees	
11/14/2018 R	1142900	2018	28-2N-11-0520-0009-2400 HUNT AUSTIN	TD 2018-6	97.93-	.00	.00	.00	.00	
Dist SCHOOL		38.33-COUNTY	59.40-NWFAMD	.20-						
11/14/2018 R	698700	2018	21-2S-09-0000-0002-0201 PADUA BETHSUDA	TD 2018-7	155.07-	.00	.00	.00	.00	
Dist SCHOOL		60.69-COUNTY	94.06-NWFAMD	.32-						
11/26/2018 R	160600	2018	32-1N-08-0280-0007-1600 HOFFMASTER SANDRA A	08 2018-9	265.44-	.00	.00	.00	.00	
Dist SCHOOL		103.89-COUNTY	161.00-NWFAMD	.55-						

Totals for Tax year				2018						
# of Adjustments Processed				46						
Totals										
Dist: SCHOOL	1,953.16-COUNTY	3,026.95-CITY		9,079.88-NWFAMD	10.30-	.00	.00	.00	.00	

BRC-ISD Tax Collection System				E & I ADJUSTMENT TOTALS				CALHOUN COUNTY				PAGE
06/06/2019 13:22:12								TC652R				5
Adjust Date	Bill Number	Yr	Property Number /Taxpayer	Reason /Adj #	Tax	Penalty	Interest	Other-Asmts	Fees			
***** Totals for FINAL												
# of Adjustments Processed				46								
Totals				9,578.18-								
Dist: SCHOOL				1,953.16-COUNTY				3,026.95-CITY				
								4.06-NMFMND				
								10.30-				
								.00				
								.00				
								.00				

Chapter 2

County, Hospital, and Agency Program Administration

This chapter covers the administrative responsibilities of the county, the hospital, and the Agency as pertaining to the Health Care Responsibility Act (HCRA). All Florida counties are required to participate in the HCRA. Counties are required to pay only for emergency hospital care provided by out-of-county HCRA participating hospitals.

County administration of the HCRA is discussed under the **County Responsibilities** heading. Statewide Agency responsibilities are described in the **Agency for Health Care Administration** heading. The criteria for becoming a statewide participating hospital are discussed under the **Hospital Responsibilities** heading. Hospital and county participation agreements are discussed under the **Agreements** heading. Record retention requirements for both hospitals and counties are discussed under the **Record Maintenance and Retention** heading.

County Responsibilities

2-1 Mandatory County Participation: All counties are required to participate in HCRA effective January 1, 1989, up to their maximum financial obligation and to provide adequate staffing to timely process claims within the 60 day statutory time frame.

2-2 Maximum County Financial Obligation: A county is obligated to provide reimbursement for out-of-county hospital care for no more than a maximum financial obligation of \$4 per capita per county fiscal year. However, in 1998, the Legislature revised the act to give counties the option of using up to one half of the HCRA funds to reimburse in-county hospitals for qualified non-Medicaid indigent patients.

The maximum amount of HCRA funds that a county can allocate for in-county reimbursement is up to ½ of its total HCRA funds, i.e., if a county must designate \$500,000 for the fiscal year, it can only use a maximum of \$250,000 for in-county hospital reimbursements. No county has the statutory authority to use out-of-county designated funds to supplement its in-county reimbursement amount above the aforementioned one half. Should a county exceed its designated in-county reimbursement limit, the additional funds must be provided through other funding sources from the county's budget and the amount exceeded shall not reduce the out-of-county obligation.

In 2001, the Legislature revised the Act to allow Agency to reduce the maximum amount that a county having a population of 100,000 or less may be required to pay. The Agency must reduce the official state population estimates by the number of inmates and patients residing in the county in institutions operated by the Federal Government, the Department of Corrections, the Department of Health, or the Department of Children and Family Services, and by the number of active-duty military personnel residing in the county. A county is entitled to receive the benefit

of this reduction only if the county accepts and does not require any re-verification of the documentation of financial eligibility and county residency provided to it by the participating hospital or statutory teaching hospital. The submitted documentation must be complete and in accordance with the requirements of Section 154.3105, Florida Statutes.

- A. The Agency determines the maximum amount of the county's financial obligation under the HCRA and notifies each county of such by March of each year. The Agency determines the county's financial obligation by using the most recent official state population estimate for the total county population, which is published by the Florida Legislature's Office of Economic and Demographic Research for the coming fiscal year.
- B. A county that reaches its out-of-county or in-county maximum financial obligation before the end of the county's fiscal year is responsible for the following:
 1. Notifying those participating hospitals with which they have agreements and those out-of-county state-wide participating hospitals which serve county residents that it will make no further payments under this program for the remainder of the county's fiscal year;
 2. Not making current year payments from funds allocated to this program for the previous or following county fiscal year; and
 3. Certifying such to the Agency within 60 days of the date the maximum is reached. The county must send the certification on county letterhead to the address specified in the Chapter 1, Section 1-10.
 4. All counties must notify the Agency of its decision to provide in-county reimbursement starting with the county fiscal year 1999-2000. Any changes to its decision must be filed with the Agency along with copies of notifications to the affected in-county hospitals no later than 45 days following the start of the new county fiscal year in which the change takes effect (on or around November 14).
 5. All counties with a population of 100,000 or less, must notify the Agency of its decision to participate in the reduction of its population starting with the county fiscal year 2001-2002. For those counties wishing to participate, the Agency will reduce the official state population estimates by the number of inmates and patients residing in the county in institutions operated by the Federal Government, the Department of Corrections, the Department of Health, or the Department of Children and Family Services, and by the number of active-duty military personnel residing in the county. The county must accept documentation on financial eligibility and county residency, must not require any re-verification of the documentation provided by the filing hospital. The documentation must comply with Section 154.3105, Florida Statutes. Any changes to the county's decision to participate must be filed with the Agency no

later than 45 days following the start of the new county fiscal year in which the change takes effect (on or around November 14).

2-3 Which Agency Determines Eligibility: Eligibility determination is made by the appropriate county or by the Agency as follows:

- A. If the county cannot establish eligibility within 60 days after receiving an application via certified mail from the treating hospital or if the treating hospital appeals the decision of the county, then the Agency must perform this task.
- B. The county must use the eligibility criteria prescribed by rule when determining eligibility. However, the county may choose less restrictive income and/or asset standards. If the county does, it must notify the Agency in writing of those standards used, within thirty days of making such decision.
- C. The county must also provide the Agency with the names, titles, telephone numbers, and addresses of the individuals who are responsible for eligibility determination and claims processing. The county is responsible for informing the Agency of any changes in this information by writing to the address specified in Chapter 1, Section 1-10, within thirty days of making such changes.
- D. Counties must determine applicant eligibility within 60 days of application receipt, except under the circumstances provided for in rule and specified in Chapter 5. Failure to do so will allow the hospital to submit the application to the Agency for eligibility determination. The Agency's determination is binding upon the county. See Florida Statute 154.309(2).

2-4 Spend-Down Provision Eligible Counties: Counties that were not at their 10 mill cap on ad valorem taxes as of October 1, 1991, are considered spend-down provision eligible counties. Such counties will reimburse hospitals at 100 percent of the Medicaid rates for inpatient and outpatient care, unless another reimbursement rate has been negotiated. Applicants of such counties whose incomes are between 101 and 150 percent of the poverty guidelines, and who are otherwise eligible, are eligible for HCRA reimbursement provided their hospital expenses exceed their share of cost. Further information regarding the spend-down provision is located in Chapters 5 and 6 of this handbook.

- A. The Florida Department of Revenue determined which counties were at their 10 mill cap as of October 1, 1991.
- B. The Agency is responsible for notifying each county of its status as a spend-down provision eligible county. The counties not at their 10 mill cap and eligible for the spend-down provision are: Alachua, Baker, Bay, Bradford, Brevard, Broward, Charlotte, Citrus, Clay, Collier, Columbia, DeSoto, Duval, Escambia, Flagler, Franklin, Glades, Gulf,

Hamilton, Hendry, Hernando, Highlands, Hillsborough, Indian River, Lake, Lee, Leon, Levy, Madison, Manatee, Marion, Martin, Monroe, Nassau, Okaloosa, Orange, Osceola, Palm Beach, Pasco, Pinellas, Polk, Putnam, St. Johns, St. Lucie, Santa Rosa, Sarasota, Seminole, Suwanee, Taylor, Volusia and Walton.

2-5 Claims Payment: The county is responsible for paying claims to the hospital in accordance with the procedures indicated in rule and in Chapter 6 of this handbook.

- A. Counties **not** at their 10 mill cap on ad valorem taxes reimburse hospitals at 100 percent of the Medicaid rates for inpatient and outpatient care. For spend-down provision applicants, such counties must subtract the applicant's share of cost from the amount of reimbursement the hospital would normally receive. The applicant is responsible for paying the share of cost amount to the hospital.
- B. Counties at their 10 mill cap on ad valorem taxes must reimburse hospitals at 80 percent of the Medicaid rates for inpatient care and at 100 percent of the Medicaid line item rates for outpatient care, unless another reimbursement rate has been negotiated. The counties at their 10 mill cap and not eligible for the spend-down provision are: Calhoun, Dade, Dixie, Gadsden, Gilchrist, Hardee, Holmes, Jackson, Jefferson, Lafayette, Liberty, Okeechobee, Sumter, Union, Wakulla and Washington.
- C. Counties must reimburse hospitals within 90 days of receiving the applicant's UB-04 claim form.
- D. If a county does not reimburse a hospital within 90 days of receiving the claim, the hospital may seek reimbursement from county funds through the State Comptroller's Office.

2-6 Shared County and State Health Care Program (SCS) and HCRA Expenditures: If an indigent county resident cannot receive needed services within his county of residence because there is no hospital or because the hospitals within the county do not provide the type of service the indigent resident needs (therefore necessitating services be received from an out-of-county hospital), the county may choose to pay for such services from either this program or the SCS, if the SCS is state funded. Currently the SCS program is not state funded. In the event that SCS is funded, the above statement applies.

2-7 Monthly Caseload and Appeals Report: Each month, the county must complete a Monthly Caseload and Appeals Report, documenting caseload activity for the previous month. The county must submit this report to the Agency by the 15th of each month. The Agency's address is specified in Chapter 1, Section 1-10. A copy of this report is provided as Appendix B. The report is completed as follows:

- A. Enter the county's name and the month for which the report is being submitted.

- B. Enter in Part I the number of caseload dispositions (approvals/denials), reasons for denials, and number of applications still pending at the end of the report month.
- C. Enter in Part II the number of appeals approved, denied and pending for the month.
- D. Part III, enter the name, title, address and phone number of the person responsible for completing the report. This individual must then sign and date the report.

2-8 Quarterly Financial Report: The county must submit quarterly financial reports on expenditures and claim activity to the Agency at the address specified in Chapter 1, Section 1-10. The county must submit this report **within 30 days from the end of each county fiscal year quarter. See Appendix C for a copy of the Quarterly Financial Report.**

- A. This report must include:
 - 1. Total expenditures for the quarter;
 - 2. For spend-down provision eligible counties, a breakdown of spend-down provision claim expenditures and regular HCRA expenditures;
 - 3. Total expenditures for the fiscal year to date;
 - 4. Number of claims reimbursed for the quarter;
 - 5. For spend-down provision eligible counties, a breakdown of the number of spend-down provision claims and regular HCRA claims;
 - 6. Total number of claims for the fiscal year to date; and
 - 7. Number of claims denied for the quarter, broken down for spend-down provision eligible counties into the number of spend-down provision claims denied and regular HCRA claims denied.
- B. The county must track expenditures as those occur during the course of each fiscal year.
- C. The county must keep supporting claim documentation attached to these quarterly reports.
 - 1. This supporting documentation must include a legible copy of the UB-04 claim form for each claim paid during the period reported.
 - 2. This supporting documentation may include copies of the attachment(s) that accompanied the reimbursement check(s) to the hospital.

Hospital Responsibilities

2-9 Hospital Eligibility: Hospital eligibility is determined annually by the Agency's Financial Analysis Unit and is based on the hospital's previous fiscal year-end information. For example, a hospital's eligibility for the 1994-95 county fiscal year (October 1 through September 30) is based on the hospital's 1993 fiscal year-end data.

2-10 Participating Hospitals: The following types of hospitals may elect to become participating HCRA providers:

- A. The statutory teaching hospital which has met its two percent charity care obligation.
- B. The hospital that has met its two percent charity care obligation and has a current, formal signed agreement with a county or counties to treat such county's indigent patients. (A copy of that agreement shall be sent to the following address within thirty calendar days of its being signed: Agency for Health Care Administration, Bureau of Central Services, Attn: HCRA Program, 2727 Mahan Drive, Mail Stop Code 26, Tallahassee, FL 32308)
- C. The hospital that has met its two percent charity care obligation and has demonstrated to the Agency for Health Care Administration, Bureau of Central Services, Financial Analysis Unit (Financial Analysis Unit) that at least 2.5 percent of its uncompensated charity care was generated by out-of-county indigent residents.

Hospitals with questions regarding participation in the HCRA Program should contact the Agency's HCRA liaison via email at HCRA@ahca.myflorida.com.

2-11 Two Percent Uncompensated Charity Care Obligation: To be potentially eligible, all hospitals must meet a two percent charity care obligation. This obligation is the ratio of uncompensated charity care days compared to the total acute care inpatient days based on the hospital's most recent audited actual experience. The hospital reports this information annually to the Financial Analysis Unit on the hospital's fiscal year-end report. The Financial Analysis Unit will notify hospitals if they meet the two percent overall charity care obligation.

2-12 2.5% Uncompensated Out-of-County Charity Care Obligation: To participate in the HCRA on a statewide basis, a non-teaching hospital must generate at least 2.5 percent of its uncompensated charity care from out-of-county patients. If a hospital has met the two percent overall charity care obligation, the Financial Analysis Unit will provide it with an Out-of-County Charity Care Report to be completed and submitted to the Financial Analysis Unit by May 1 of each year.

The Out-of-County Charity Care Report will provide the Financial Analysis Unit with hospital fiscal year-end information needed for the Financial Analysis Unit to determine if the hospital has met the 2.5 percent out-of-county charity care obligation. A copy of this report, in the format

prescribed by the Financial Analysis Unit, is provided as Appendix D. The hospital must include the following information on the report:

- A. The patient identification number, city and county of residence for each out-of-county indigent patient. The hospital may also include out-of-state patients; for such patients, the hospital must report the state of residence in place of the county of residence.
- B. The amount of the bill for each such patient, the amount written off as charity care, and the date during the hospital's fiscal year that the account was written off as charity care.
- C. A description of the supporting documentation used by the hospital for verification of residency.
 - 1. For HCRA, the Financial Analysis Unit accepts as documentation any of the documents used for the purpose of residency determination (see Chapter 5, Section 5-8).
 - 2. In lieu of the above, the Financial Analysis Unit will accept a statement signed by the patient or his legal guardian or designated representative attesting to the patient's county of residence.

Based on this information, the Financial Analysis Unit will notify the Bureau of Central Services by August 31 if this requirement has been met.

Hospitals with questions regarding the fiscal year charity care information and completing the Out-of-County Charity Care Report should contact:

Agency for Health Care Administration
Bureau of Central Services, Financial Analysis Unit
2727 Mahan Drive, Mail Stop Code 28
Tallahassee, Florida 32308
Phone: (850) 412-3951

2-13 Incorrect Charity Care Data: If, after a hospital has been determined eligible, the Financial Analysis Unit finds that the hospital incorrectly reported charity care information and that, based upon corrected data, the hospital was not eligible to participate, the hospital's eligibility will be rescinded. The hospital will also be required to repay to the county any amounts the hospital received for patients treated during the period for which its eligibility was rescinded.

2-14 Hospital Participation Start Date: The Agency will provide a list of eligible hospitals and their dates of eligibility to those hospitals and to all Florida counties by September 15 of each year.

2-15 Utilization Review: Each participating hospital which provides inpatient services must have a utilization review committee. The hospital will utilize the review committee established for Medicaid. For utilization review policy refer to the HRSM 230-30 manual. The review committee must act as follows:

- A. Have a utilization review plan which provides for the review of each patient's need for hospital services;
- B. Be composed of two or more physicians and assisted by other professional personnel;
- C. Constitute a committee of the hospital; and
- D. Not include any individual with a financial interest in the hospital.

2-16 Utilization Review Plan: The utilization review plan must provide that each patient's record include information that is required by the utilization review committee to conduct the following reviews:

- A. Admissions reviews.
- B. Initial continued stay reviews.
- C. Continued stay reviews.

2-17 Patient Application Submission and Claim Submission Time Frames: The hospital must submit the patient's application and any supporting documentation within 30 days of the date of admission or receipt of treatment, except as indicated in Chapter 4. The hospital must submit claims for patients determined eligible by the county certifying agency within six months of the date it received notification from the county that the patient was determined eligible. Additional information regarding claims processing is located in Chapter 6.

2-18 Interim Medicaid Rate Changes: The Agency notifies hospitals and counties of Medicaid inpatient and outpatient rates each July. However, the hospital is responsible for notifying the county of **any interim adjustments** to its outpatient per diem rates. The outpatient per diem rate utilized at the time of claim adjudication is considered the final rate for that claim. No retroactive per diem rate adjustment is allowed.

Agency for Health Care Administration Responsibilities

2-19 Eligibility Determination through the Agency: The Agency can determine eligibility when the county does not perform this function within 60 days of receiving the notification from the treating hospital or if the county chooses not to perform this function as discussed in Chapter 5.

2-20 Florida Administrative Code Responsibilities: The Agency is responsible for the administrative rules that governs this program. The Agency is also responsible for updating and amending the rules as necessary.

2-21 Development of Forms: The Agency is responsible for developing, printing, and distributing forms and applications as needed. The Agency is also responsible for providing instructions for the completion of such forms.

2-22 Technical Assistance: The Agency provides the following technical assistance to counties, hospitals, other agencies, and the general public:

- A. Maintenance and distribution of the HCRA Handbook.
- B. Training or technical assistance to counties and hospitals as needed.
- C. Policy interpretations and general program information through telephone conversation and written correspondence.

2-23 Monitoring: The Agency conducts on-site program and fiscal monitoring at hospitals, certifying agencies, and claims payment agencies. Monitoring will be by exception and based on complaints received, review of caseload reports, or requests for technical support.

2-24 Fiscal and Reporting Responsibilities: The Agency provides the following data to participating counties and hospitals and also provides updates on an as needed basis:

- A. A list of the Medicaid rates for hospitals as of July 1.

NOTE: The hospital is responsible for notifying the county of any interim adjustments to its outpatient per diem rate. The outpatient per diem rate utilized at the time of claim adjudication is considered the final rate for that claim. No retroactive per diem rate adjustment is allowed.

- B. A list of each county's maximum fiscal year financial responsibility toward the HCRA. This data is sent to counties by March 1 of each year.
- C. A list of participating hospitals by September 15 of each year.
- D. A list of contact persons at each county, updated each September.
- E. A list of contact persons at participating hospitals, updated each September.

Agreements

2-25 County/Hospital Participation Agreements: All participating hospitals must meet the 2% charity care obligation unless there is no other hospital(s) within the county of residence to provide indigent care or if no other hospital(s) within the county of residence meets the 2% charity care obligation. Under those circumstances, the county must provide the Agency with a written statement that no hospital within the county meets the 2% requirement.

In all cases, there must be a written agreement between the county and the in-county hospital accepting the HCRA or other negotiated reimbursement standards. A copy of the letter from the county to the hospital and a copy of the letter from the hospital to the county accepting the HCRA standards, or a copy of a signed contract, must be filed with the Agency. There is no limit to the number of HCRA qualified in-county hospitals that a county may elect to contract with.

For a county to participate with a hospital that is neither a teaching hospital nor has met its 2.5 percent out-of-county charity care obligation, it must have a formal, signed agreement with the hospital to treat the county's indigent patients. However, all such hospitals must have met the 2.0 percent general charity care requirement in order to enter into an agreement with a county. There is no limit to the number of out-of-county hospitals with which counties may have agreements or vice versa.

2-26 Reimbursement Rate Agreements: The hospital must negotiate a reimbursement rate agreement with the county if it does not agree to the standard reimbursement rates. Standard reimbursement rates are as follows:

- A. 80 percent of the Medicaid rate for inpatient hospital services and 100 percent of the Medicaid line item per diem rates for outpatient services, for counties that are at their 10 mill cap on ad valorem taxes.
- B. 100 percent of the Medicaid rates for inpatient and outpatient hospital services, for counties that are not at their 10 mill cap on ad valorem taxes.

Due to legal requirements upon a hospital to provide emergency treatment, if the county will not agree to pay a higher rate of reimbursement, the hospital must accept 80 percent of the Medicaid rate from counties not at the 10 mill cap if the hospital wishes to participate in HCRA. However, in those situations concerning elective or non-emergency care requiring a prior agreement with the county, the hospital may deny such services if it is unwilling to accept the reimbursement rate offered by the county.

2-27 County/Hospital Agreement Notification Requirements: If a county enters into an agreement with a hospital to participate in the HCRA or to participate at a negotiated reimbursement rate other than the standard rate, it must provide the Agency with a copy of the agreement. Such agreements must be sent to the address specified in Chapter 1, Section 1-10,

within 30 days of the date the agreement is signed. A sample participation agreement is provided in Appendix E.

Record Maintenance and Retention

2-28 County Agency Records Requirements for Eligibility Determination: The county certifying agency responsible for eligibility determination must establish a case record for each applicant, using the applicant's social security number or an assigned pseudo-number as the case number. An application cannot be denied solely because an applicant does not have or refuses to furnish a Social Security number.

A. The case record must contain the following:

1. Copy of the application;
2. Copies of any verification obtained pertaining to income, assets, residency, spend-down provision eligibility, third party payors and eligibility for other programs;
3. Copy of Notification of Eligibility;
4. Copies of utilization review findings; and
5. Copies of any documents pertaining to a request for a hearing regarding eligibility and the results of that hearing.

B. The county certifying agency must retain all case records for a period of three years from the date of the last action taken on the case.

2-29 Hospital Responsibilities for Record Retention: The hospital must establish a case record on each applicant for coverage under this program, using the applicant's Social Security Number, if possible, or a pseudo-number as the case number.

A. Each case record must contain the following:

1. Copy of the application;
2. Copies of any verification obtained pertaining to income, assets, residency, spend-down provision eligibility, third party payors and eligibility for other programs;
3. Copy of any Notification of Eligibility received;
4. Copies of utilization review findings (copies may be kept in the hospital's case record, financial record, or medical record); and

5. Copies of any documents pertaining to a request for an appeal or hearing regarding eligibility and the results of that hearing.
- B. The hospital must retain each record for a period of three years from the date of the last action taken on the case.

2-30 Hospital Responsibilities for Claims Records: The hospital must establish and maintain a financial record to track and verify claims paid for each HCRA applicant.

- A. Hospitals may combine these records with the applicant record established at the time of application, if it is administratively feasible.
1. It is recommended that the hospital use the same case number on the financial record as was used in the application record, if separate records must be kept.
 2. The hospital must retain all financial records for a period of three years from the date the last payment for that individual is received.
- B. The hospital's financial record must include the following:
1. A copy of the Notification of Eligibility;
 2. A copy of the UB-04 claim;
 3. Information on reimbursement made, including the separate tracking of spend-down provision applicants; and
 4. Copies of hearing documents or other documentation on disputes regarding treatment, claim processing or reimbursement.

2-31 County Responsibilities for Claims Records: The county must also establish and maintain a **financial record** to track and verify claims paid for each HCRA applicant.

- A. Counties must establish procedures to track the amount of inpatient and outpatient reimbursement received by each indigent patient in order to determine whether or not the patient has received reimbursement for the maximum number of days (45 days per county fiscal year) and to verify that the amount of outpatient reimbursement received is within the \$1,500 maximum allowed by law.
1. Counties may combine these records with the application record established during the eligibility determination process, if administratively feasible.

2. It is recommended that the same case number be used on the financial record as was used in the application record, if separate records must be kept.
 3. The county must retain all financial records for a period of three years from the date the last payment for that individual is received.
- B. In addition, counties that are spend-down provision eligible counties must develop procedures to track the reimbursement and share of cost information for their spend-down provision applicants.
- C. The county's financial record must include the following:
1. A copy of the Notification of Eligibility;
 2. A copy of the UB-04 claim;
 3. Information on reimbursement made, including the separate tracking of spend-down provision applicants to ensure that the county deducted the applicant's share of cost before reimbursing the hospital; and
 4. Copies of hearing documents or other documentation on disputes regarding treatment, claim processing or reimbursement.

Agency for Health Care Administration
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2009-2010 County Population Liability

CFY 2019-2020					
County	Estimated Population	Qualified Reductions		HCRA	
		Active Duty Military	Inmates	Population	Liability (\$)
Alachua	263,291	216	1,203	263,291	\$1,053,164
Baker	27,652		2,375	25,277	\$101,108
Bay	181,199	4,127	1,129	181,199	\$724,796
*Bradford	28,057	182	3,558	24,317	\$97,268
Brevard	583,563	1,728	194	583,563	\$2,334,252
Broward	1,897,976	112	793	1,897,976	\$7,591,904
*Calhoun	15,093		1,628	15,093	\$60,372
Charlotte	177,987		1,242	177,987	\$711,948
Citrus	145,721		142	145,721	\$582,884
Clay	212,034	19	0	212,034	\$848,136
Collier	367,347		24	367,347	\$1,469,388
Columbia	69,721		4,011	69,721	\$278,884
DeSoto	35,520		2,234	35,520	\$142,080
Dixie	16,489		1,671	16,489	\$65,956
Duval	952,861	5,449	598	952,861	\$3,811,444
Escambia	318,560	5,558	2,588	318,560	\$1,274,240
Flagler	107,511		0	107,511	\$430,044
Franklin	12,009		1,358	12,009	\$48,036
Gadsden	47,828		2,881	47,828	\$191,312
Gilchrist	17,424		720	17,424	\$69,696
Glades	13,002		949	12,053	\$48,212
Gulf	16,499		2,818	13,681	\$54,724
*Hamilton	14,621		2,459	14,621	\$58,484
*Hardee	27,296		1,526	25,770	\$103,080
Hendry	39,586		0	39,586	\$158,344
Hernando	185,604		509	185,604	\$742,416
Highlands	102,525		84	102,525	\$410,100
Hillsborough	1,408,864	5,908	818	1,408,864	\$5,635,456
*Holmes	20,133		1,451	18,682	\$74,728
Indian River	151,825		0	151,825	\$607,300
Jackson	50,435		7,313	50,435	\$201,740
Jefferson	14,733		1,110	13,623	\$54,492
Lafayette	8,501		1,407	8,501	\$34,004
Lake	342,917		1,012	342,917	\$1,371,668
Lee	713,903		285	713,903	\$2,855,612
Leon	292,332	137	1,207	292,332	\$1,169,328
*Levy	41,054		0	41,054	\$164,216
Liberty	8,915		1,776	7,139	\$28,556
*Madison	19,473		1,661	17,812	\$71,248
Manatee	377,826		198	377,826	\$1,511,304
Marion	353,898		5,473	353,898	\$1,415,592

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Martin	155,556		2,061	155,556	\$622,224
Miami-Dade	2,779,322	1,107	9,798	2,779,322	\$11,117,288
Monroe	73,940	586	0	73,940	\$295,760
Nassau	82,748	178	72	82,498	\$329,992
Okaloosa	198,152	13,989	1,377	198,152	\$792,608
Okeechobee	41,120		2,370	41,120	\$164,480
Orange	1,349,597	526	3,314	1,349,597	\$5,398,388
Osceola	352,496		352	352,496	\$1,409,984
Palm Beach	1,433,417	229	2,862	1,433,417	\$5,733,668
Pasco	515,077	193	748	515,077	\$2,060,308
Pinellas	970,532	196	1,022	970,532	\$3,882,128
Polk	673,028		3,155	673,028	\$2,692,112
Putnam	72,981		481	72,981	\$291,924
Santa Rosa	238,742	402	156	238,742	\$954,968
Sarasota	302,432		138	302,432	\$1,209,728
Seminole	174,887		4,807	174,887	\$699,548
St. Johns	417,442	148	6	417,442	\$1,669,768
St. Lucie	463,560		138	463,560	\$1,854,240
Sumter	124,935		8,281	124,935	\$499,740
*Suwannee	44,879		2,062	44,879	\$179,516
*Taylor	22,283		2,215	20,068	\$80,272
*Union	15,867		5,100	10,767	\$43,068
*Volusia	531,062		1,902	531,062	\$2,124,248
Wakulla	31,943		2,448	29,495	\$117,980
Walton	67,656		1,551	67,656	\$270,624
*Washington	25,129		2,215	25,129	\$100,516
Florida Total	20,840,568	40,990	119,036	20,813,149	\$ 83,252,596

County and inmate population figures are estimates of the April 1, 2018 population. They are provided by The Florida Legislature's Office of Economic and Demographic Research (<http://edr.state.fl.us/Content/population-demographics/data/index.cfm>).

Active Duty Military are from September 30, 2009 from <http://siadapp.dmdc.osd.mil/personnel/Pubs.htm#M02>
Statistics for the Total Active Duty Military for Florida are 57,807. Provided by the Defense Manpower Data Center and current as of May 2016. (<http://www.governing.com/gov-data/military-civilian-active-duty-employee-workforce-numbers-by-state.html>)

** counties that elected to reimburse in-county (up to 1/2 of its total HCRA funds) participating hospitals*

Counties that elected to reduce financial obligation by qualified populations are highlighted in yellow

HCRA Handbook Section (2-2)

Chapter 1-9 of the HCRA Handbook states: In 2001, the Legislature revised the Act to allow Agency to reduce the maximum amount that a county having a population of 100,000 or less may be required to pay. The Agency must reduce the official state population estimates by the number of inmates and patients residing in the county in institutions operated by the Federal Government, the Department of Corrections, the Department of Health, or the Department of Children and Family Services, and by the number of active-duty military personnel residing in the county. A county is entitled to receive the benefit of this reduction only if the county

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active-duty military personnel residing in the county. A county is entitled to receive the benefit of this reduction only if the county accepts and does not require any re-verification of the documentation of financial eligibility and county residency provided to it by the participating hospital or regional referral hospital. The submitted documentation must be complete and in accordance with the requirements of Section 154.3105, Florida Statutes.

last updated: 4/23/2019

**RESOLUTION OF CALHOUN COUNTY, FLORIDA
RESOLUTION NO. 2019-31**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF
CALHOUN COUNTY, FLORIDA, AUTHORIZING THE CHAIRMAN OF THE
BOARD OF COUNTY COMMISSIONERS TO EXECUTE AND ENTER INTO
THE “STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
AMENDMENT TO PUBLIC TRANSPORTATION GRANT AGREEMENT”**

WHEREAS, Calhoun County, Florida, has requested the State of Florida, Department of Transportation, for financial assistance for costs directly related to the Design and Construct Terminal Development; and,

WHEREAS, the State of Florida, Department of Transportation has agreed to increase the project funding amount by Five Hundred Sixty-Seven Thousand Dollars (\$567,000) bringing the revised total cost of Financial Project Number 423594-8-94-01 to One Million Ninety-Two Thousand Dollars (\$1,092,000); and,

WHEREAS, the “The State of Florida, Department of Transportation, Amendment to the Public Transportation Grant Agreement” requires that a Resolution be passed by the Board of County Commissioners of Calhoun County, Florida authorizing the Chairman of the Board of County Commissioners of Calhoun County, Florida, to execute and enter into the “State of Florida, Department of Transportation, Amendment to Public Transportation Grant Agreement”, attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Calhoun County, Florida, as follows:

1. The Chairman of the Board of County Commissioners of Calhoun County, Florida, is authorized to enter into and execute the “Amendment to State of Florida, Department of Transportation, Public Transportation Grant Agreement” attached hereto as EXHIBIT “A”.

DULY PASSED AND ADOPTED by the Board of County Commissioners of Calhoun County, Florida, this 16th day of July 2019.

**CALHOUN COUNTY
BOARD OF COMMISSIONERS**

ATTEST:

Gene Bailey, Chairman BCC

Carla Hand, Clerk BCC

**RESOLUTION OF CALHOUN COUNTY, FLORIDA
RESOLUTION NO. 2019-30**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF
CALHOUN COUNTY, FLORIDA, AUTHORIZING THE CHAIRMAN OF THE
BOARD OF COUNTY COMMISSIONERS TO EXECUTE AND ENTER INTO
THE “STATE-FUNDED GRANT SUPPLEMENTAL AGREEMENT”**

WHEREAS, Calhoun County, Florida, and the Florida Department of Transportation entered into a Small County Outreach Program Agreement whereby the Department agreed to provide financial assistance directly related to the construction and construction engineering inspection of Silas Green Road.

WHEREAS, Financial Project Number 440646-1-54-01 is hereby supplemented an additional Eighty-Five Thousand Nine Hundred Thirty-Three Dollars (\$85,933) by the Department to cover the low bid amount and CEI costs associated with reconstruction of Silas Green Road.

WHEREAS, the “State Funded Grant Supplemental Agreement” requires that a Resolution be passed by the Board of County Commissioners of Calhoun County, Florida authorizing the Chairman of the Board of County Commissioners of Calhoun County, Florida, to execute and enter into the “State Funded Grant Supplemental Agreement” attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Calhoun County, Florida, as follows:

1. The Chairman of the Board of County Commissioners of Calhoun County, Florida, is authorized to enter into and execute the “State Funded Grant Supplemental Agreement” attached hereto as EXHIBIT “A”.

DULY PASSED AND ADOPTED by the Board of County Commissioners of Calhoun County, Florida, this 16th day of July, 2019.

**CALHOUN COUNTY
BOARD OF COMMISSIONERS**

ATTEST:

Gene Bailey, Chairman, BCC

Carla Hand, Clerk BCC

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
PUBLIC TRANSPORTATION
AMENDMENT TO THE PUBLIC TRANSPORTATION
AGREEMENT

Form 725-000-03
 STRATEGIC
 DEVELOPMENT
 OGC 02/19

Financial Project Number(s): <small>(item-segment-phase-sequence)</small>	Fund(s):	DDR	FLAIR Category:
<u>423594-8-94-01</u>	Work Activity Code/Function:	<u>215</u>	Object Code: <u>751000</u>
	Federal Number/Federal Award		Org. Code: <u>55032020329</u>
	Identification Number (FAIN) – Transit only:		Vendor Number: <u>VF596000538005</u>
Contract Number: <u>G1919</u>	Federal Award Date:		Amendment No.: <u>1</u>
CFDA Number: <u>N/A</u>	Agency DUNS Number:		
CFDA Title: <u>N/A</u>			
CSFA Number: <u>55.004</u>			
CSFA Title: <u>Aviation Grant Program</u>			

THIS AMENDMENT TO THE PUBLIC TRANSPORTATION GRANT AGREEMENT ("Amendment") is made and entered into on _____, by and between the State of Florida, Department of Transportation ("Department"), and Calhoun County, ("Agency"), collectively referred to as the "Parties."

RECITALS

WHEREAS, the Department and the Agency on 5/29/2019 (date original Agreement entered) entered into a Public Transportation Grant Agreement ("Agreement").

WHEREAS, the Parties have agreed to modify the Agreement on the terms and conditions set forth herein.

NOW THEREFORE, in consideration of the mutual covenants in this Amendment, the Agreement is amended as follows:

1. **Amendment Description.** The project is amended Increase funding for project as described in Exhibit A by \$567,000.

2. **Program Area.** For identification purposes only, this Agreement is implemented as part of the Department program area selected below (select all programs that apply):

- ☒ **Aviation**
- ☐ **Seaports**
- ☐ **Transit**
- ☐ **Intermodal**
- ☐ **Rail Crossing Closure**
- ☐ **Match to Direct Federal Funding** (Aviation or Transit)
- (Note: Section 15 and Exhibit G do not apply to federally matched funding)
- ☐ **Other**

3. **Exhibits.** The following Exhibits are updated, attached, and incorporated into this Agreement:

- ☐ Exhibit A: Project Description and Responsibilities
- ☒ Exhibit B: Schedule of Financial Assistance
- ☐ *Exhibit B1: Deferred Reimbursement Financial Provisions
- ☐ *Exhibit B2: Advance Payment Financial Provisions
- ☐ *Exhibit C: Terms and Conditions of Construction
- ☒ Exhibit D: Agency Resolution
- ☐ Exhibit E: Program Specific Terms and Conditions
- ☐ Exhibit F: Contract Payment Requirements
- ☒ *Exhibit G: Financial Assistance (Single Audit Act)

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
PUBLIC TRANSPORTATION
AMENDMENT TO THE PUBLIC TRANSPORTATION
AGREEMENT

Form 725-000-03
STRATEGIC
DEVELOPMENT
OGC 02/19

___ *Additional Exhibit(s):

4. Project Cost.

The estimated total cost of the Project is X increased/ ___ decreased by \$567,000 bringing the revised total cost of the project to \$1,092,000.

The Department's participation is X increased/ ___ decreased by \$567,000. The Department agrees to participate in the Project cost up to the maximum amount of \$1,092,000, and, additionally the Department's participation in the Project shall not exceed 100.00% of the total eligible cost of the Project.

Except as modified, amended, or changed by this Amendment, all of the terms and conditions of the Agreement and any amendments thereto shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties have executed this Amendment on the day and year written above.

AGENCY Calhoun County

STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION

By: _____

Name: _____

Title: _____

By: _____

Name: Jared Perdue, P. E.

Title: Director of Transportation Development

STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION

Legal Review: _____

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**PUBLIC TRANSPORTATION
 GRANT AGREEMENT EXHIBITS**

Form 726-000-02
 STRATEGIC
 DEVELOPMENT
 OGC 06/19

EXHIBIT B

Schedule of Financial Assistance

FUNDS AWARDED TO THE AGENCY AND REQUIRED MATCHING FUNDS PURSUANT TO THIS AGREEMENT
 CONSIST OF THE FOLLOWING:

A. Fund Type and Fiscal Year:

Financial Management Number	Fund Type	FLAIR Category	State Fiscal Year	Object Code	CSFA/CFDA Number	CSFA/CFDA Title or Funding Source Description	Funding Amount
423594-8-94-01	DDR	088719	2019	751000	55.004	Aviation Grant Program	\$525,000
423594-8-94-01	DDR	088719	2020	751000	55.004	Aviation Grant Program	\$567,000
Total Financial Assistance							\$1,092,000

B. Estimate of Project Costs by Grant Phase:

Phases*	State	Local	Federal	Totals	State %	Local %	Federal %
Land Acquisition	\$0	\$0	\$0	\$0	0.00	0.00	0.00
Planning	\$0	\$0	\$0	\$0	0.00	0.00	0.00
Environmental/Design/Construction	\$1,092,000	\$0	\$0	\$1,092,000	100.00	0.00	0.00
Capital Equipment	\$0	\$0	\$0	\$0	0.00	0.00	0.00
Match to Direct Federal Funding	\$0	\$0	\$0	\$0	0.00	0.00	0.00
Mobility Management (Transit Only)	\$0	\$0	\$0	\$0	0.00	0.00	0.00
Totals	\$1,092,000	\$0	\$0	\$1,092,000			

*Shifting items between these grant phases requires execution of an Amendment to the Public Transportation Grant Agreement.

BUDGET/COST ANALYSIS CERTIFICATION AS REQUIRED BY SECTION 216.3475, FLORIDA STATUTES:

I certify that the cost for each line item budget category (grant phase) has been evaluated and determined to be allowable, reasonable, and necessary as required by Section 216.3475, Florida Statutes. Documentation is on file evidencing the methodology used and the conclusions reached.

Quinton Williams

Department Grant Manager Name

Signature

Date

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**PUBLIC TRANSPORTATION
GRANT AGREEMENT EXHIBITS**

Form 725-000-02
STRATEGIC
DEVELOPMENT
OGC 06/19

EXHIBIT D

AGENCY RESOLUTION

PLEASE SEE ATTACHED

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**PUBLIC TRANSPORTATION
GRANT AGREEMENT EXHIBITS**

Form 725-000-02
STRATEGIC
DEVELOPMENT
OGC 06/19

EXHIBIT G

STATE FINANCIAL ASSISTANCE (FLORIDA SINGLE AUDIT ACT)

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

SUBJECT TO SECTION 215.97, FLORIDA STATUTES:~

Awarding Agency: Florida Department of Transportation

State Project Title: Aviation Grant Program

CSFA Number: 55.004

***Award Amount:** \$1,092,000

*The award amount may change with amendments

Specific project information for CSFA Number 55.004 is provided at: <https://apps.fldfs.com/fsaa/searchCatalog.aspx>

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

State Project Compliance Requirements for CSFA Number 55.004 are provided at:
<https://apps.fldfs.com/fsaa/searchCompliance.aspx>

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

ALDAY-HOWELL ENGINEERING, INC.

PROJECT FEE PROPOSAL - CEI SERVICES

Silas Green Road from CR 275 to SR 20

FPID # 440646-1-54-01 SCOP

6/12/2019

Construction Days = 120 Calendar Days (86 normal work days assuming 5 days/week) (18 weeks)

<u>CLASSIFICATION</u>	<u>MANHOURS</u>	<u>HOURLY RATE</u>	<u>COST</u>	
SR Project Engineer	36	\$190	\$6,840	2 hr/week
Project Administrator	0	\$125	\$0	
Senior Inspector	0	\$75	\$0	
Asphalt Plant Inspector	40	\$65	\$2,600	Assumes 4 full days of paving.
Inspector	774	\$65	\$50,310	9 hrs/day
Contract Support Specialist	54	\$65	\$3,510	3 hrs/week

Total Hours = 904 Cost = **\$63,260**

Testing = \$0

Grand Total = **\$63,260**

**STATE-FUNDED GRANT
SUPPLEMENTAL AGREEMENT**

SUPPLEMENTAL NO.

001

CONTRACT NO.

G1676

FPN

440646-1-54-01Recipient: Calhoun County Board of County Commissioners

This Supplemental Agreement ("Supplemental"), dated _____ arises from the desire to supplement the State-Funded Grant Agreement ("Agreement") entered into and executed on March 21, 2019 as identified above. All provisions in the Agreement and supplements, if any, remain in effect except as expressly modified by this Supplemental.

The parties agree that the Agreement is to be amended and supplemented as follows:

Exhibit B - Update the Schedule of Financial Assistance

Exhibit D - Update State Financial Assistance Information

Exhibit E - New Resolution Approving Agreement

Reason for this Supplemental and supporting engineering and/or cost analysis:

The agreement is being supplemented with an additional \$85,933. The funds are being added to cover the low bid amount. The low bidder was greater than the amount of funds programmed in the Work Program.

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

RECIPIENT:

Calhoun County Board of County Commissioners

STATE OF FLORIDA

DEPARTMENT OF TRANSPORTATION

By: _____

Name:

Title:

By: _____

Name: Jared Perdue, P.E.

Title: Director of Transportation Development

Legal Review:

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
STATE-FUNDED GRANT AGREEMENT
EXHIBIT "B"
SCHEDULE OF FINANCIAL ASSISTANCE

525-010-60
PROGRAM MANAGEMENT
09/17
Page 1 of 2

RECIPIENT NAME & BILLING ADDRESS: <u>Calhoun County Board of County Commissioners</u> <u>20859 Central Ave. East, Room 130</u> <u>Blountstown, FL 32424</u>	FINANCIAL PROJECT NUMBER: <u>440646-1-54-01</u>
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I. PHASE OF WORK by Fiscal Year:	FY 2019	FY2020	FY2021	TOTAL
Design- Phase 34	\$ 0.00	\$ 0.00	\$ 0.00	\$0.00
Maximum Department Participation - (Insert Program Name)	% or \$	% or \$	% or \$	% or \$ 0.00
Maximum Department Participation - (Insert Program Name)	% or \$	% or \$	% or \$	% or \$ 0.00
Maximum Department Participation - (Insert Program Name)	% or \$	% or \$	% or \$	% or \$ 0.00
Local Participation (Any applicable waiver noted in Exhibit "A")	% or \$ 0.00	% or \$ 0.00	% or \$ 0.00	% or \$0.00
In-Kind Contribution	\$	\$	\$	\$ 0.00
Cash	\$	\$	\$	\$ 0.00
Combination In-Kind/Cash	\$	\$	\$	\$ 0.00
Right of Way- Phase 44	\$ 0.00	\$ 0.00	\$ 0.00	\$0.00
Maximum Department Participation - (Insert Program Name)	% or \$	% or \$	% or \$	% or \$ 0.00
Maximum Department Participation - (Insert Program Name)	% or \$	% or \$	% or \$	% or \$ 0.00
Maximum Department Participation - (Insert Program Name)	% or \$	% or \$	% or \$	% or \$ 0.00
Local Participation (Any applicable waiver noted in Exhibit "A")	% or \$ 0.00	% or \$ 0.00	% or \$ 0.00	% or \$0.00
In-Kind Contribution	\$	\$	\$	\$ 0.00
Cash	\$	\$ 0.00	\$	\$ 0.00
Combination In-Kind/Cash	\$	\$	\$	\$ 0.00
Construction/CEI - Phase 54	\$ 621,094.00	\$ 85,933.00	\$ 0.00	\$707,027.00
Maximum Department Participation - (Small County Outreach Program)	100% or \$ 621,094.00	1000% or \$ 85,933.00	0% or \$	100% or \$ 707,027.00
Maximum Department Participation - (Insert Program Name)	% or \$	% or \$	% or \$	% or \$ 0.00
Maximum Department Participation - (Insert Program Name)	% or \$	% or \$	% or \$	% or \$ 0.00
Local Participation (Any applicable waiver noted in Exhibit "A")	% or \$ 0.00	% or \$ 0.00	% or \$ 0.00	% or \$0.00
In-Kind Contribution	\$	\$	\$	\$ 0.00
Cash	\$	\$	\$	\$ 0.00
Combination In-Kind/Cash	\$	\$	\$	\$ 0.00

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
STATE-FUNDED GRANT AGREEMENT
EXHIBIT "B"
SCHEDULE OF FINANCIAL ASSISTANCE

525-010-60
PROGRAM MANAGEMENT
09/17
Page 2 of 2

Insert Phase and Number (if applicable)	\$ 0.00	\$ 0.00	\$ 0.00	\$0.00
Maximum Department Participation - (Insert Program Name)	% or \$	% or \$	% or \$	% or \$ 0.00
Maximum Department Participation - (Insert Program Name)	% or \$	% or \$	% or \$	% or \$ 0.00
Maximum Department Participation - (Insert Program Name)	% or \$	% or \$	% or \$	% or \$ 0.00
Local Participation (Any applicable waiver noted in Exhibit "A")	% or \$ 0.00	% or \$ 0.00	% or \$ 0.00	% or \$0.00
In-Kind Contribution	\$	\$	\$	\$ 0.00
Cash	\$	\$	\$	\$ 0.00
Combination In-Kind/Cash	\$	\$	\$	\$ 0.00
II. TOTAL PROJECT COST:	\$621,094.00	\$85,933.00	\$0.00	\$707,027.00

COST ANALYSIS CERTIFICATION AS REQUIRED BY SECTION 216.3475, FLORIDA STATUTES:

I certify that the cost for each line item budget category has been evaluated and determined to be allowable, reasonable, and necessary as required by Section 216.3475, F.S. Documentation is on file evidencing the methodology used and the conclusions reached.

Dustin Castells
District Grant Manager Name

Signature Date

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
STATE-FUNDED GRANT AGREEMENT

525-010-60
PROGRAM MANAGEMENT
09/17
Page 1 of 1

EXHIBIT D

STATE FINANCIAL ASSISTANCE (FLORIDA SINGLE AUDIT ACT)

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

Awarding Agency: Florida Department of Transportation

State Project Title and CSFA Number:

- ☐ County Incentive Grant Program (CIGP), (CSFA 55.008)
- ☒ Small County Outreach Program (SCOP), (CSFA 55.009)
- ☐ Small County Road Assistance Program (SCRAP), (CSFA 55.016)
- ☐ Transportation Regional Incentive Program (TRIP), (CSFA 55.026)
- ☐ Insert Program Name, Insert CSFA Number

***Award Amount:** \$707,027.00

*The state award amount may change with supplemental agreements

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

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

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

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

EXHIBIT "E"

RECIPIENT RESOLUTION

The Recipient Resolution, or other official authorization, authorizing entry into this Agreement is attached and incorporated into this Agreement.

BOARD of COUNTY COMMISSIONERS

CALHOUN COUNTY, FLORIDA



MEMBERS

DANNY RAY WISE, DIST. NO. 1
EARL HUNT, DIST. NO. 2
JERAL HALL, DIST. NO. 3
SCOTT MONLYN, DIST. NO. 4
GENE BAILEY, DIST. NO. 5

July 16, 2019

Ms. Leda Khoury
Federal Disaster Recovery Coordinator
Federal Emergency Management Agency
2670 Executive Center Circle West
Tallahassee, FL, 32301

Mr. Michael W. Burns
Senior Advisor to Region 4 Administrator/
CUPP Program Manager
Environmental Protection Agency
Atlanta Federal Center, 61 Forsyth Street, SW
Atlanta, GA 30303-3104

RE: Letter of Intent to Partner-Calhoun County Stormwater Study

Dear Ms. Khoury and Mr. Burns:

The Calhoun County Board of County Commissioners is pleased to have the support of the Integrated Recovery Support (IRC) function of the Federal Emergency Management Agency (FEMA) and the Colleges/Underserved Community Partnership Program (CUPP) of the United States Environmental Protection Agency, Region 4, as we work to recover and build resilience in the aftermath of Hurricane Michael (DR-4399-FL).

Calhoun County is looking forward for opportunities to mitigate for future events as we recover. Out of the many issues and challenges that we face, one critical issue is our stormwater systems. While Michael was not a heavy water event, we have two rivers that run through our County and the threat for flooding is ever present. We have also lost a majority of our pine forests which in the past aided in the absorption of excess rainwater.

We are excited to have FAMU-FSU College of Engineering to provide technical assistance as we work to points to identify and install flood mitigation measures to reduce rain-induced floodwater into homes and public facilities. As a small, fiscally constrained County, no-cost technical assistance is very appreciated. This is especially true as we work to recover and prepare for future events.

The project point-of-contact will be Chelsea Ranew, Projects and Grants Coordinator. We will collaborate with the Department of Civil and Environmental Engineering to define an appropriate timeline, roles, and tasks. We understand that the work will be designed and implemented by voluntary faculty-advised student project teams and will be provided at no-cost.

We look forward to this critical endeavor and thank you again for being a supportive partner in our long-term recovery and growth.

Respectfully,

Gene Bailey
Chairman

CALHOUN COUNTY
ORDINANCE NO. 2019 -03

AN ORDINANCE OF CALHOUN COUNTY, FLORIDA; PROVIDING PROCEDURES FOR APPROVAL OF CONDITIONAL USES; PROVIDING DEFINITIONS; PROVIDING FOR NOTICE, PROVIDING FOR REQUIREMENTS OF FINDINGS; PROVIDING FOR APPROVAL PROCESS; PROVIDING FOR DENIAL PROCESS; PROVIDING FOR STATUS OF RECOMMENDATION BY PLANNING COMMISSION; PROVIDING FOR CONSIDERATION BY BOARD OF COUNTY COMMISSIONERS; PROVIDING FOR EXPIRATION OF CONDITIONAL USE PERMIT; PROVIDING FOR PUBLIC DEDICATION; PROVIDING A PROCESS FOR MINOR AMENDMENT OF CONDITIONAL USE PERMIT AFTER APPROVAL; PROVIDING FOR CONFLICT REPEALER; PROVIDING FOR TITLE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Calhoun County Board of County Commissioners, by and through the provisions of Florida law, has the authority to, from time to time, adopt ordinances that it deems to be in the public interest; and

WHEREAS, as a result of the comprehensive planning and development process, the County has from time to time considered "Conditional Uses" for real property located within Calhoun County; and

WHEREAS, the County has determined that a formalized, documented process should be established to provide consistent review of Conditional Use Applications.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Commissioners of Calhoun County, Florida, as follows:

- I. A **Conditional Use** is a use that would not be appropriate generally or without restriction throughout a particular zoning district or classification, but which, if controlled as to number, area, location, or relation to the neighborhood, would promote the public health, safety, welfare, morals, order, comfort, convenience, appearance, or the general welfare. Such uses may be permissible in a Land Use District as a **Conditional Use**, if specific provision for such **Conditional Use** is issued following a hearing before the Planning Commission and the Board of County Commissioners in the manner herein set out. Decisions regarding **Conditional Uses** shall be quasi-judicial in nature.
- II. Definitions
 - a. Applicability. **Conditional Use** approval is required before the construction or establishment of a **Conditional Use**.

- b. Application. Prior to the consideration of the issuance of a Conditional Use Permit, the landowner or the landowner's agent shall submit a Conditional Use Application, which shall be in substantially the same format as "Exhibit A" annexed hereto, and pay such a fee as may be established by the Board of County Commissioners from time to time.
 - c. Application Status. An application for a Conditional Use will be considered "open," when the determination of "sufficiency" has been made and the application and the requisite fee has been paid . An application for a Conditional Use will be considered "closed" when the applicant withdraws the subject application through written notice or ceases to supply necessary information to continue processing or otherwise actively pursue the Conditional Use for a period of six (6) months. An application deemed "closed" will not receive further processing and shall be withdrawn and an application "closed" through inactivity shall be deemed withdrawn. An application deemed "closed" may be re-opened by submitting a new application, repayment of all application fees and granting of a determination of "sufficiency." Further review of the request will be subject to the then current LDC.
 - d. LDC. LDC shall mean the Calhoun County Land Development Code.
- III. Notice. Once an application has been submitted and the requisite fee paid, county staff shall send letters to all property owners located within ¼ mile of the subject property. The letters shall be sent by certified mail, return receipt requested using the address available on the Calhoun County Property Appraiser's website. In addition, county staff shall run an advertisement in a local newspaper which provides notice of the Conditional Use Application. Both the letters and the newspaper advertisement shall provide a time, date and location for consideration of the Conditional Use application.
- IV. Required Findings. The Planning Commission shall make a recommendation of approval, approval with conditions, or denial of the **Conditional Use** application to the Board of County Commissioners. The Planning Commission's recommendation of approval or approval with conditions shall find that the granting of the **Conditional Use** will not adversely affect the public and any specific requirements pertaining to the **Conditional Use** have been met by the petitioner. Further, that satisfactory provision and arrangement has been made for the following matters, where applicable:
 - a. The request is consistent with all applicable provisions of the Comprehensive Plan.
 - b. The request shall not adversely affect adjacent properties in terms of creating a nuisance, reduction in property values, or other quantifiable measure.
 - c. The request is compatible with the existing or allowable uses of adjacent properties.
 - d. The request can demonstrate adequate public facilities, including roads, drainage, potable water, sanitary sewer, and police and fire protection exists or will exist to serve the requested use at the time such facilities are needed, but in no case shall concurrency management requirements be exceeded.

- e. The request can demonstrate adequate provision for maintenance of the use and associated structures.
 - f. The request has minimized, to the degree possible, adverse effects on the natural environment.
 - g. The request will not adversely affect the public health, safety, or welfare.
 - h. The request conforms to all other applicable provisions of this Code.
- V. In recommending approval of a **Conditional Use**, the Planning Commission may also recommend appropriate conditions and safeguards in conformity with the LDC. Violation of such conditions and safeguards, which are made a part of the terms under which the **Conditional Use** is granted, shall be deemed a violation of the LDC.
- VI. Denial by the Planning Commission. If the Planning Commission shall recommend denial of a **Conditional Use**, it shall state fully in its record its reason for doing so. Such reasons shall take into account the factors stated above or those factors that may be applicable to the action of denial and the particular regulations relating to the specific **Conditional Use** requested, if any.
- VII. Status of Planning Commission Report and Recommendations. The report and recommendations of the Planning Commission required above shall be advisory only and shall not be binding upon the Board of County Commissioners.
- VIII. Consideration by the Board of County Commissioners. Upon receipt of the Planning Commission's report and recommendations, the Board of County Commissioners shall make a finding that the granting of the **Conditional Use** will not adversely affect the public and any specific requirements pertaining to the **Conditional Use** have been met by the petitioner. The Board of County Commissioners shall approve or deny, by vote, a petition for a **Conditional Use**. The approval of a **Conditional Use** application shall require a majority vote of the Board Members in attendance. If the Board of County Commissioners denies the **Conditional Use**, it shall state fully in its record its reason for doing so. Such reasons shall take into account the factors stated above or those factors that may be applicable to the action of denial and the particular regulations relating to the specific **Conditional Use** requested, if any.
- IX. Expiration and Re-Review.
- a. A **Conditional Use** shall expire one (1) year from the date of approval, if by that date the Use for which the **Conditional Use** was granted has not commenced.
 - b. A **Conditional Use** shall expire one (1) year following the discontinuance of the Use for which the **Conditional Use** was granted, unless the site was improved and/or **structures** built for the specific uses approved by a **Conditional Use** and which cannot be converted to a use permitted by the underlying land use designation of the site.

- c. The Board of County Commissioners may grant one 2-year extension of an approved **Conditional Use** upon written request of the petitioner.
 - d. If a **Conditional Use** permit is approved with stipulations or conditions, a re-review of the permit, stipulations, or conditions shall take place in accordance with the resolution approving the **Conditional Use** permit or by request of the **applicant**.
-
- X. Public Facility Dedication. The Board of County Commissioners may, as a condition of approval of the **Conditional Use**, require that suitable areas for streets, communication facilities, public rights-of-way, schools, parks, and other public facilities be set aside, improved, and/or dedicated for public Use.
 - XI. Changes and Amendments. The County Planner or County Building Official or designee may approve minor changes in the location, siting or height of buildings, structures, and improvements authorized by the **Conditional Use**. Additional uses or expansion of permitted uses not shown on the conceptual site development plan or otherwise specifically provided for in the **Conditional Use** application shall require an amendment of the Conditional Use.
 - XII. Conflicts Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.
 - XIII. Severability. If any word, phrase, clause, section or portion of this Ordinance shall be held invalid or unconstitutional by a court of competent jurisdiction, such portion or words shall be deemed a separate and independent provision and such holding shall not affect the validity of the remaining portions thereof.
 - XIV. Effective date. This Ordinance shall take effect upon its passage by a majority vote of the Board of County Commissioners in and for Calhoun County, after due notice and publication, in the regular meeting on the _____ day of _____, 2019, and upon being filed with the Secretary of State.

Following the recommendation of the Planning Commission on this date, the foregoing ordinance was adopted by a vote of _____ to _____ by the Board of

County Commissioners, Calhoun County, Florida, after due notice and publication, and on motion, second and discussion at the regular meeting of _____, 2019.

CALHOUN COUNTY BOARD OF
COUNTY COMMISSIONERS

BY: _____
GENE BAILEY, Chairman

ATTEST:

CARLA HAND, Clerk of the Circuit Court