

**SUWANNEE COUNTY BOARD OF COUNTY COMMISSIONERS  
JUDICIAL ANNEX BUILDING  
218 PARSHLEY STREET SOUTHWEST  
LIVE OAK, FLORIDA 32064**

**TENTATIVE AGENDA FOR FEBRUARY 7, 2023, AT 5:00 P.M.**

**Invocation**

**Pledge to American Flag**

**ATTENTION:**

- The Board may add additional items to this agenda.
- Affirmative action on any item includes authorization of Chairman's or designee's signature on all associated documents.
- Individual speakers from the audience will be allowed three (3) minutes to speak following recognition by the Chairman and must speak from the podium. Speakers may only make one (1) trip to the podium regarding each item they wish to speak on.
- Groups or factions representing a position on a proposition or issue are required to select a single representative or spokesperson. The designated representative will be allowed to speak for seven (7) minutes following recognition by the Chairman and must speak from the podium. Speakers may only make one (1) trip to the podium regarding each item they wish to speak on.
- For general updates or questions regarding County business, contact the County Administrator during regular business hours (386) 364-3400.

**APPROVAL OF MINUTES:**

1. January 17, 2023 – Regular Board Meeting

**CONSENT:**

2. Approval of payment of processed invoices.
3. Approval to hold February 21, 2023, regularly scheduled Board meeting at Live Oak City Hall, 101 White Avenue S.E. Live Oak, FL 32064. The meeting will begin at 5:00 p.m.
4. Approval to hold the first regularly scheduled Board meeting for the month of July on Wednesday, July 5, 2023, at Judicial Annex Building 218 Parshley Street S.W. Live Oak, FL 32064. The meeting will begin at 5:00 p.m.
5. Approval of and authorization to execute Employment Agreement with County Administrator.

6. Approval of Task Order with North Florida Professional Services, Inc. for cultural resource assessment survey for CDBG-CV building site. Budget impact: \$11,425 to be paid by grant funds.
7. Approval of renewal of Agreement with Liberty Partners of Tallahassee, LLC for professional services.
8. Approve funding for fiberglass repair and gel coat at the Billy Jernigan Pool Facility up to \$30,000.
9. Appoint Matthew Pennington to the Live Oak, Suwannee County Recreation Board to replace Dale Allen.
10. Authorization to purchase 2023 Chevrolet Crew Cab 1500 4x4 and 2023 Chevrolet Crew Cab 2500 4x4 from Wes Haney Chevrolet for Parks & Recreation Department. Budgeted items.
11. Authorization to purchase two (2) 2023 Chevrolet Silverado 1500 pickup trucks from Rountree-Moore Chevrolet to be used for the Building Department and E911/GIS Office. Budget impact: Building Department \$34,500, Addressing \$35,123. Any costs exceeding the previously budgeted amount will be taken from revenues/contingency of the respected departments and have no impact on general revenue.
12. Authorization to purchase one (1) 2021 Toyota RAV4 SUV from Walt's Live Oak Ford in the amount of \$26,388.95 and one (1) 2020 Chevrolet Equinox SUV from Roundtree-Moore Chevrolet in the amount of \$21,977 for the Custodial Department. Budget impact: \$47,000 budgeted. Any costs exceeding the budgeted amount will be funded within the Maintenance budget.
13. Authorization to donate used refrigeration equipment to Riveroak Technical College for HVAC/R training.

#### **TIME-SPECIFIC ITEMS:**

14. **At 5:05 pm** or as soon thereafter as the matter can be heard, **hold the first of two public hearings** to consider the adoption of an ordinance concerning application number LDR 23-01, an application by the Board of County Commissioners to amend the text of the Land Development Regulations by adding a definition for Recreational Vehicle to Section 2.1 and also deleting Section 4.19.37 in its entirety and replacing it with new standards. (Ron Meeks, Development Services Director)

## **PROCLAMATIONS AND PRESENTATIONS:**

15. Presentation of FEMA Flood Risk Review. (Troy Roberts, Suwannee River Water Management District)

## **STAFF ITEMS:**

## **COMMISSIONERS ITEMS:**

## **COUNTY ATTORNEY ITEMS:**

## **GENERAL BUSINESS:**

16. Update on County projects. (Greg Bailey, NFPS, Inc.)
17. Discuss, with possible Board action, declaring as surplus a 1.10-acre parcel located on 220<sup>th</sup> Pass and establishing sale price. Parcel I.D.13-05S-14E-03403-040010. (Greg Scott, County Administrator)
18. **Additional Agenda Items.** The Chairman calls for additional items.
19. Public Concerns and Comments. (Filling out of Comment Card required, and forward to Chairman or County Administrator. Individual speakers from the audience will be allowed three (3) minutes, and a single representative or spokesperson will be allowed seven (7) minutes to speak following recognition by the Chairman and must speak from the podium – one (1) trip to the podium.)
20. Administrator's comments and information.
21. Board Members Inquiries, Requests, and Comments.

5:00 p.m.

The Suwannee County Board of County Commissioners met on the above date and time for a regular meeting and the following were present: Chairman Franklin White; Commissioner Don Hale; Commissioner Maurice Perkins; Commissioner Travis Land; and Commissioner Leo Mobley. Keith Gentry, County Finance Director; Logan Woods, Deputy Clerk; Greg Scott, County Administrator; and James W. Prevatt, Jr., County Attorney, were also present.

Chairman White called the meeting to order at 5:01 p.m. and asked Commissioner Perkins to lead the invocation and Pledge of Allegiance to the Flag of the United States of America.

**MINUTES:**

**The first item on the agenda** was to approve the minutes of the January 3, 2023 Regular Board meeting.

**Commissioner Perkins moved to approve the minutes of the January 3, 2023 Regular Board meeting. Commissioner Land seconded, and the motion carried unanimously.**

**CONSENT:**

Items five and six were pulled for discussion.

**The second item on the agenda** was to approve payment of \$3,111,078.49 in processed invoices.

**The third item on the agenda** was approval of County Records Disposition Request #24 for destruction of records that have met their retention.

**The fourth item on the agenda** was approval of a letter in support of the Original Florida Tourism Task Force's application for a Rural Regional Development Grant from the Florida Department of Economic Opportunity.

**The fifth item on the agenda** was approval and authorization to execute an Employment Agreement with County Administrator Greg Scott.

This item was pulled for discussion.

**The sixth item on the agenda** was approval to place FY 2021-2022 excess revenues returned to the Board from Constitutional Officers in contingency.

This item was pulled for discussion.

**The seventh item on the agenda** was appointment of Maurice Perkins to the Suwannee County Historical Commission to replace Clyde Fleming, who has resigned.

**The eighth item on the agenda** was authorization to advertise for bids for complete modernization and/or 2023 Code Compliance upgrades for four (4) elevators within County buildings.

**The ninth item on the agenda** was authorization to order a Volvo L70H wheel loader for an annual cost of \$44,325, and authorization to purchase the current CAT 930-wheel loader for a one-time payment of \$60,000 for the Transfer Station. Budget impact: budgeted items.

**Commissioner Land moved to approve consent items 2-4 and 7-9. Commissioner Perkins seconded, and the motion carried unanimously.**

**The fifth item on the agenda** was approval and authorization to execute an Employment Agreement with County Administrator Greg Scott.

Commissioner Mobley discussed various changes he wished to make to County Administrator Scott's contract, and verbiage he would like to see in future County Administrator employee contracts that would be more in favor of the County. Due to the recent large payout amount to the previous County Administrator, he did not wish to see the same thing happen in the future. As County Administrator Scott was already in the DROP program, Commissioner Mobley suggested a 1-year term for the contract. He also questioned wording regarding accumulation of leave and sick time, severance pay, legal wording in

the agreement, and other aspects of the contract. He reiterated his opinion that the contract needed to be scaled back to benefit the County and asked if the agreement could be tabled until the suggested changes were made.

Discussion ensued on the 20-week severance pay, change to a 1-year contract, scaling down the agreement, limits in personnel procedures regarding leave accrual, and the amount carried forward.

It was noted that there was a limit to leave time accrual that County Administrator Scott would abide by and that he would follow the regular employee guidelines.

Commissioner Perkins agreed with Commissioner Mobley's concerns and discussed the high amount in annual payout received by the previous County Administrator.

Discussion ensued on the recent payout and changes to the employment agreement.

County Administrator Scott stated he was fine with the 1-year contract.

Much discussion ensued on changes to the proposed contract and the related Florida Statutes regarding time period for severance pay.

County Administrator Scott noted that his contract was different than the previous County Administrator's contract.

Commissioner Land stated he was fine with the 1-year contract and the 20-week severance pay; he discussed reasons why the 20 weeks would be beneficial to keep in the contract when it came time to hire new applicants.

Discussion ensued on the contract.

Chairman White suggested the 20-week payout after a 1-year probationary period.

County Attorney Prevatt suggested that a provision be included in the contract that it would be for one year, and that 60 days before the end of the contract, any additional changes to the agreement needed to be finalized before contract renewal.

Moses Clepper, 14581 102<sup>nd</sup> Path, noted several concerns with the language in the contract.

Commissioner Land read portions of the proposed contract to the public.

County Attorney Prevatt stated the 20-week severance pay was standard for the type of position and also cautioned against creating a “standard” employment contract that would be the same for each County Administrator moving forward; he suggested creating more of a guideline for future hires.

**The Board agreed by consensus to make the proposed changes to County Administrator Scott’s contract (1-year contract term, 12 months of employment required until severance pay could be received, and within 60 days of contract renewal the Board would review the employment terms), with the actual revised contract to be approved at the next meeting.**

**The sixth item on the agenda** was approval to place FY 2021-2022 excess revenues returned to the Board from Constitutional Officers in Contingency.

Commissioner Land clarified that monies returned would go in Contingency.

Chairman White replied that it would go to Contingency, regardless of the amount returned.

**Commissioner Land moved to approve placing in Contingency the FY 2021-2022 excess revenues returned to the Board from Constitutional Officers. Commissioner Hale seconded, and the motion carried unanimously.**

**COMMISSIONERS ITEMS:**

Commissioner Mobley questioned how change orders were handled and if the Board could approve change orders before the work was completed. He noted that the Commissioners often saw the change order once it was on the agenda, after the work was completed and payment required. He asked to limit change order amounts that could be approved by the County Administrator to \$1,500, with any amount above that needing to come before the Board for approval first.

County Administrator Scott stated that making the change to \$1,500 would drastically hinder the progress of various projects and would be overall detrimental to the work. He noted he was in the process of making changes in the County Administration side of change orders. County Administrator Scott discussed potential issues with lowering the limit of change orders.

Discussion ensued on the change order process, and that \$15,000 was the current limit set that could be signed off by the County Administrator.

Chairman White suggested setting the amount at \$10,000 and anything over that amount require the Chairman to sign off on as well.

Much discussion ensued on changes to change order approval amounts and the purchasing policy.

County Attorney Prevatt cautioned against setting the approval amount too low or otherwise the Commissioners were getting into the County Administrator level and end up involved in the “day-to-day” aspects of project work. He suggested working with County Administrator Scott to tweak the process.

Discussion ensued on change orders and that some of them were approved by the Board after the work had been completed and payment required.

Wayne Hannaka, 11883 93<sup>rd</sup> Road, noted he had worked in construction for many years and the Board needed to have trust in the County Administrator to do his job. If Commissioners were involved with every change order, the work would not get done. He stressed the need for the Board to trust the person they hired as County Administrator to do their job correctly.

Commissioners Perkins did not wish to start micro-managing the process and since County Administrator Scott stated he was making changes in the change order process, the Board should trust that they would get the right service completed for the right amount. He trusted County Administrator Scott to do the work and handle the assessments properly.

County Administrator Scott again suggested setting an amount above which the Chairman would also need to approve and discussed the need for better communication between the parties involved.

**The Board agreed by consensus that anything over \$10,000 the Chairman also had to approve.**

County Attorney Prevatt stated he would have the amended change order policy for the Board at the next meeting.

Bo Hancock, 6135 Wiggins Road, felt the Board was going in the wrong direction with micromanaging and cautioned them over increasing Commissioner duties. He stressed letting the County Administrator do his job and potential delay issues of entire projects if the approval amount was lowered.

Jack Shone, 7311 180<sup>th</sup> Street, McAlpin, appreciated Commissioner Mobley's interest in the issue.

Chairman White asked Economic Development Director Jimmy Norris to speak.

Director Norris discussed meetings with Binderholz regarding their new log line extension.

Planning and Zoning Director Ronald Meeks and County Building Inspector Mac Kinkle discussed working with Binderholz and the "team effort" of County departments in expediting the necessary permits and inspections to help speed up the process for Binderholtz to proceed with their projects.

Much discussion ensued on the County's work with Binderholz, the log line extension, and other developments at the sawmill.

Matthew Murphy, 17152 46<sup>th</sup> Trace, Binderholz project manager, thanked the County for all their support and help with the project. He detailed the log line extension, adding it would create additional jobs. Mr. Murphy also informed the Board of the various safety improvements that had been made and upcoming changes. He again thanked the County for their promptness in processing permits, performing inspections, etc.

The Commissioners thanked County staff for their work with Binderholz.

Chairman White commented on the amount of trash along roads around the County.

Discussion ensued on previous mowing and litter pickup bids, what had been discussed in prior meetings in how to address the problem, that even the State had some issues with hiring companies for litter pickup, and potentially starting a road adoption program so citizens could volunteer to pick up trash.

County Administrator Scott stated that the County had tried the road adoption program several years ago and it had not worked out well. He suggested readdressing the litter pickup and mowing options and advertising for bids again.

**COUNTY ATTORNEY ITEMS:**

There were none.

**GENERAL BUSINESS:**

**The tenth item on the agenda** was Additional Agenda Items.

There were none.

**The eleventh item on the agenda** was public concerns and comments.

Jason Furry, Parks and Recreation Director, gave various recreation updates. The Town of Brandford had voted to provide the additional funding needed for Hatch Park; the Little River Springs gate house and associated employees approved by the Board would be in place soon, and the Recreation Board had recommended setting the entrance fee at \$5 per vehicle as a starting point, which was lower than the State's fees. Director Furry noted that the pool would need some \$20,000 in repairs. He also mentioned that the playground at Douglass Park was almost complete and thanked PAL and Pilgrims pride for their funding contribution.

Fire Chief Eddie Hand noted that the County received the new "Jaws of Life" equipment they had applied for via a no-match grant. He thanked Firehouse Subs for their funding programs.

**The twelfth item on the agenda** was Administrator's comments and information.

County Administrator Scott noted several maintenance issues at the landfill that he would bring up at an upcoming meeting and also discussed potential use of the Brownwood Preserve property. He also mentioned the legislative delegation that had met last Friday and that the delegation members were pleased with the County's hospitality.

**The thirteenth item on the agenda** was Board Members' inquiries, requests, and comments.

Commissioner Perkins thanked Director Furry for his work at the Douglass Center, commented on the Martin Luther King, Jr. parade held the day before, and thanked those involved. He also thanked County staff for their work with Binderholz.

Commissioner Mobley thanked everyone for attending the meeting.

Commissioner Land asked for prayers for the Pennington family and thanked staff for their work.

Commissioner Hale echoed the other Commissioners' comments.

Chairman White also echoed other Commissioners' comments and thanked County Administrator Scott for the changes in progress within County Administration and for being more open and transparent. Chairman White also thanked the Town of Brandford, Recreation Director Furry, and County staff.

**Commissioner Hale moved to adjourn the meeting. Commissioner Perkins seconded, and the motion carried unanimously.**

There being no further business to discuss, the meeting adjourned at 6:31 p.m.

ATTEST:

\_\_\_\_\_, DC  
BARRY A. BAKER  
CLERK OF THE CIRCUIT COURT

\_\_\_\_\_  
FRANKLIN WHITE, CHAIRMAN  
SUWANNEE COUNTY BOARD OF  
COUNTY COMMISSIONERS

## **Agenda Item No. 2**

Approval of payment of processed invoices.

# **SUWANNEE COUNTY**

## **Administration**

### **Executive Summary**

#### **Objective:**

Approval to hold February 21, 2023, regularly scheduled Board meeting at Live Oak City Hall, 101 White Avenue S.E. Live Oak, FL 32064. The meeting will begin at 5:00 p.m.

#### **Considerations:**

The County Judge will be utilizing the Judicial Annex to conduct court on February 21<sup>st</sup>.

It is unknown what time the court will be dismissed.

Live Oak City Hall has availability in the Council Chambers to hold the Board of County Commissioners meeting.

#### **Recommendation:**

Respectfully request the February 21, 2023, regularly scheduled Board meeting to be held at Live Oak City Hall, 101 White Avenue S.E. Live Oak, FL 32064, and begin at 5:00 p.m.

Respectfully submitted,

Greg Scott,

Interim County Administrator

# **SUWANNEE COUNTY**

## **Administration**

### **Executive Summary**

#### **Objective:**

Approval to hold the first regularly scheduled Board meeting for the month of July on Wednesday, July 5, 2023, at Judicial Annex Building 218 Parshley Street S.W. Live Oak, FL 32064. The meeting will begin at 5:00 p.m.

#### **Considerations:**

The first Tuesday of July falls on a nationally recognized holiday, July 4<sup>th</sup>.

#### **Recommendation:**

Respectfully request the July 4, 2023, regularly scheduled Board meeting to be held on Wednesday, July 5, 2023 at the Judicial Annex, 218 Parshley Ave S.W., Live Oak, FL 32064, and begin at 5:00 p.m.

Respectfully submitted,

Greg Scott,

Interim County Administrator

## **Agenda Item No. \_\_\_\_\_**

Approval of and authorization to execute Employment Agreement with County Administrator.

# **SUWANNEE COUNTY**

## **Administration**

### **Executive Summary**

#### **Objective:**

Approval of task order with North Florida Professional Services to complete a cultural resource assessment survey for the lump sum of \$11,425.

#### **Considerations:**

In consideration of the federal requirements associated with the CDBG-CV grant funding for the CDBG-CV building project, the County is required to perform an environmental review on the 29-acre parcel designated for CDBG-CV building located that is located on Goldkist Boulevard in Live Oak, FL. During the environmental review process, the County received notification in December 2022 that representatives from the Muscogee and Seminole Indian tribes requested archeological survey information for the project area. Since the County has not performed a Cultural Resource Assessment Survey (CRAS), North Florida Professional Service (NFPS) was contacted in Dec 2022 and asked to provide a proposed solution to complete this work. NFPS has submitted a task order to perform this assessment and provide the required technical reports to the County for the lump sum of \$11,425.

#### **Recommendation:**

- Approval of task order with North Florida Professional Services to complete a cultural resource assessment survey for the lump sum of \$11,425.
- Execution/signoff of the task order document by the BCC Chairman

Respectfully submitted,

Greg Scott,  
County Administrator



# NFPS



PO BOX 3823  
LAKE CITY, FL 32056



PHONE (386) 752-4675  
FAX (386) 752-4674



www.nfps.net

## TASK ORDER FOR ENGINEERING SERVICES CDBG-CV BUILDING SITE CULTURAL RESOURCE ASSESSMENT SURVEY

This agreement made this \_\_\_\_\_ day of January 2023 by and between Suwannee County, herein referred to as the COUNTY, and North Florida Professional Services, Inc., herein after referred to as the CONSULTANT:

The COUNTY intends to construct a new CDBG-CV Multipurpose building on a 29 acre parcel located on Goldkist Boulevard (Parcel 22-02S-13E-05325-000000) with associated site improvements, herein after referred to as the PROJECT.

The CONSULTANT intends to provide a cultural resource assessment survey for the 29 acre parcel as per Exhibit A Scope of Services.

The CONSULTANT agrees to provide these services for the lump sum of Eleven Thousand Four Hundred and Twenty-Five Dollars (\$11,425). This fee shall be invoiced not more than once monthly based percentage of completion. This is in accordance with the Master Contract between COUNTY and CONSULTANT.

This Task Order constitutes a Project Agreement for the PROJECT. The CONSULTANT will perform the scope of work as described herein for the development of assessment survey.

IN WITNESS THEREOF, Suwannee County, Florida, through its Board of County Commissioners has caused this instrument to be executed on the day and year first shown above.

BOARD OF COUNTY COMMISSIONERS  
SUWANNEE COUNTY, FLORIDA

Attest:

\_\_\_\_\_  
Clerk

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

Chairman

IN WITNESS WHEREOF, North Florida Professional Services, Inc., as CONSULTANT herein, has caused this Task Order to be executed in its name by its proper officers duly authorized to sign and execute instruments on its behalf on the day and year first shown above.

NORTH FLORIDA PROFESSIONAL SERVICES, INC.

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

\_\_\_\_\_  
Gregory C. Bailey, P.E.  
President

**EXHIBIT A  
SCOPE OF SERVICES  
CDBG-CV BUILDING SITE  
CULTURAL RESOURCE ASSESSMENT SURVEY**

**SITE:**

This Task Work Order is to prepare a cultural resource assessment survey for the CDBG-CV Multipurpose Building located on 29 acres on Goldkist Boulevard in Live Oak, FL.

Cultural Resource Survey of the 29 acre parcel by 2 archaeologists for three 8-hour days to include:

- a. Background research
- b. Pedestrian inspection
- c. Excavation of up to 45 shovel tests

It is assumed no artifacts will be recovered. If recovery is required, it is NOT part of this Scope of Services.

Cultural Resource Assessment Technical Report to include:

- a. Background research
- b. Findings of fieldwork
- c. Recommendations for cultural resource management

Fieldwork and report to be completed in accordance with Florida Division of Historical Resources' Cultural Resource Management Standards and Operation Manual, Module Three: Guidelines for USE by Historic Preservation Professionals and Rule Chapter 1A-46 F.A.C. The work will comply with the provisions of Chapter 267, Florida Statutes, as well as Section 106 of the National Historic Preservation Act of 1966, as amended (Public Law 113-287 [Title 54 U.S.C]).

Upon finalization of report, a hardcopy will be provided to the State Historic Preservation Officer (SHPO) on behalf of the COUNTY.

# **SUWANNEE COUNTY**

## **Administration**

### **Executive Summary**

#### **Objective:**

To renew the Agreement with Liberty Partners of Tallahassee, LLC, for a one-year term for research, grant writing, and administering.

#### **Considerations:**

Liberty Partners of Tallahassee, LLC (LPOT) are well connected to various departments and agencies in Tallahassee.

LPOT has a vast knowledge of grant processes and types of grant availability.

LPOT will have a one-year term with the following fees:

- \$2,500 monthly retainer
- 1% fee for the amount of the grant application amount or an amount agreed to by both parties before the commencement of grant writing.
- 5% fee of the amount of the grant award or maximum allowable under the grant award – whichever is greater for grant administering. Should the grant prohibit a grant management fee, the firm, and the County shall discuss the fee on a case-by-case basis.

Grant administering is available for reimbursement of the grant award.

LPOT will work with County staff and other consultants to further develop additional opportunities with County staff.

Partnering with LPOT will allow additional flexibility for staff to work on other various grant prospects.

#### **Recommendation:**

Administration staff respectfully recommends approval of the agreement with Liberty Partners of Tallahassee, LLC, for research, grant writing, and administering.

Respectfully submitted,

Greg Scott,  
County Administrator



January 31, 2023

The Honorable Franklin White  
Chairman, Board of County Commissioners  
Suwannee County  
13150 80<sup>th</sup> Terrace  
Live Oak, FL 32060

Dear Chairman White:

We would like to thank the Suwannee County Commission for their confidence in Liberty Partners of Tallahassee, LLC (FEI/EIN #271494189). We are pleased to provide governmental consulting services for your consideration.

#### **2023-24 CONTRACT FOR PROFESSIONAL SERVICES**

1. *Client; Scope of Services.* Our client in this matter will be the Suwannee County Board of County Commissioners (the "Organization"). We will be engaged to advise the Organization in connection with researching, writing, securing and management and compliance of state-related grant funding opportunities detailed in **Attachment A**.

2. *Term of Engagement.* The term of the engagement will be for twelve (12) months beginning on February 1, 2023 and ending on January 31, 2024. It is not the intent of either the Organization or the firm to terminate this contract prior to January 31, 2024, but either of us may terminate the engagement for cause by a 30-day written notice. In the event that we terminate the engagement, we will take such steps as are reasonably practicable to protect the Organization's interests in the above matter and, if you so request, we will suggest to you a possible successor firm and provide it with whatever papers you have provided to us. Unless previously terminated, our representation of the Organization will terminate upon our sending you a final statement for services rendered in this matter. Following such termination, otherwise non-public information you have supplied to us which is retained by us will be kept confidential. At your request, your papers and property will be returned to you promptly upon receipt of payment for outstanding fees and costs.

3. *Fees.* Based on the scope of services outlined in **Attachment A**, these services shall be retained at a rate of:

- **STRATEGIC PLANNING AND GRANT RESEARCH:** The monthly retainer for these services will be \$2,500 per month.
- **GRANT WRITING:** The fee for this service shall be 1% of the amount of the grant application amount or an amount agreed to by both parties prior to commencement of writing a particular grant.
- **PROJECT MANAGEMENT AND GRANT COMPLIANCE:** The fee for this service is 5% of the amount of the grant award or maximum allowable under the grant award – whichever is greater. Should the grant prohibit a grant management fee, the firm and the County shall discuss the fee for grant writing on a case-by-case basis.

Full payment is due promptly upon receipt of our statement. If this statement remains unpaid for more than 30 days, we may cease performing services for you until arrangements satisfactory to us have been made for payment of outstanding statements and the payment of future fees.

4. *Conflicts.* As we have discussed, you are aware that the firm represents many other companies, organizations and individuals. It is possible that during the time that we are representing the Organization, some of our present or future clients will have disputes or transactions with the Organization. The Organization agrees that we may continue to represent or may undertake in the future to represent existing or new clients in any matter that is not substantially related to our scope of services outlined in **Attachment A** even if the interests of such clients in those other matters are directly adverse to you. You should know that, in similar engagement letters with many of our other clients, we have asked for similar agreements to preserve our ability to represent you.

5. *Confidentiality.* From time to time, the firm may be provided with non-public or proprietary information related to the Organization in order to assist the firm in performing the services outlined in this contract. All such information, whether provided orally or in writing, shall be considered confidential unless subject to disclosure under Florida public records laws. The firm agrees not to disclose any such information to any person without your prior written consent and will provide prompt notice to you of any judicial or quasi-judicial demand for such information.

6. *Client Responsibilities.* The Organization agrees to cooperate fully with us and to provide promptly all information known or available to you relevant to our engagement as well as furnishing the firm with any forms required by the Organization to comply with Florida procurement laws. The Organization agrees to provide the firm with all pertinent information to draft the grant application, to sign off on final grant applications before submission, designating the firm as the point of contact for each grant application, as appropriate, to maintain the role of awardee for all grant applications and adhere to any requirements as such. You also agree to pay our statements for services and expenses in accordance with paragraph 3.

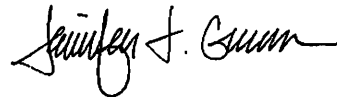
July 5, 2022

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7. *Staffing.* I will be the primary contact for this engagement along with Tim Parson, Vice President. As needed, we will engage other members of our firm including our Director of Grants Management, Director of Governmental Affairs or any other staff or consultants needed to fulfill the services outlined in this engagement.

Please do not hesitate to contact me at (850) 528-8809 should you have any questions regarding the terms of our engagement. If you are in agreement with these provisions, please sign the contract and return it to my attention: Liberty Partners of Tallahassee, LLC, P. O. Box 390, Tallahassee, FL 32302.

Sincerely,



Jennifer J. Green, CAE, DPL

**AGREED TO AND ACCEPTED:**

Suwannee County

By: \_\_\_\_\_  
Greg Scott  
County Administrator

Date: \_\_\_\_\_

Liberty Partners of Tallahassee, LLC

By: \_\_\_\_\_  
Jennifer J. Green, CAE, DPL  
President & Owner

Date: \_\_\_\_\_

## Attachment A

### 1. STRATEGIC PLANNING AND GRANT RESEARCH

This service includes holding initial discussions with Commissioners and staff to determine the priority projects for the County while keeping in mind the attractiveness of funders to regional or cooperative projects. This planning would also include discussions with the County's lobbyist to determine past and future appropriations projects and leveraging current funding as a match to other state grants. Key steps include:

- Identifying potential grant opportunities and determining eligibility requirements, deadline for application, timeline for funding and evaluating matching requirements, if any.
- Assisting in the development of a list of priorities and specific project funding requests (grants) for programs and priorities on the County's capital improvement plan.
- Identifying which of these priorities and specific project funding requests should be addressed at a particular agency and assist in developing written material on each request detailing the project scope, budgetary impact and the funding request amount.
- Researching, identifying and recommending potential state grant or funding opportunities appropriate for the County including those related to economic development and infrastructure.

**The monthly retainer for these services will be \$2,500 per month.**

### 2. GRANT WRITING:

This service includes coordinating with, and gathering information from, County vendors or staff such as engineers, planning departments or finance departments and having pre-application discussions with the awarding agencies prior to grant submission. Those agencies include, but are not limited to, the Florida Department of Economic Opportunity, Florida Department of Environmental Protection, Florida Department of State, Florida Department of Transportation and, as appropriate, the Suwannee River Water Management District. Key steps include:

- Carefully assessing each funding opportunity to clearly understand each item requested in the grant application and any requirements for receipt of the award.
- Incorporating a case study of another similar program where funding was awarded and yielded a positive return on investment from that grantee, if applicable.
- Analyzing previously funded grant applications as a guide to develop an effective narrative for the application.

**The fee for this service shall be 1% of the amount of the grant application amount or an amount agreed to by both parties prior to commencement of writing a particular grant.**

### **3. PROJECT MANAGEMENT AND GRANT COMPLIANCE**

This service includes preparing the County's grant award reporting requirements to the awarding agency and coordinating with County staff to meet submission deadlines, reimbursement deadlines and vendor payments. These services include:

- Establishing the communication process between the organization and the awarding agency prior to grant application submission.
- Positioning the County with the awarding agency through long-term agency relationships.
- Reviewing all terms and conditions of the grant award, including payment processes, cost sharing, and program income requirements.
- Negotiating the grant agreement and terms with the awarding agency on behalf of the County, in the most favorable position to the County.
- Supporting the County in meeting required procurement and public hearing deadlines.
- Guiding the County through changes in budget or scope that determine grant eligibility and working with the awarding agency on the extension of grant award deadlines.
- Guiding the County through grant close out issues including final reports.

**The fee for this service is 5% of the amount of the grant award or maximum allowable under the grant award – whichever is greater. Should the grant prohibit a grant management fee, the firm and the County shall discuss the fee for grant writing on a case-by-case basis.**



## **MEMORANDUM**

**TO:** Chairman Franklin White

**FROM:** Jennifer J. Green, CAE, DPL, President  
Tim Parson, DPL, Vice President  
James Sowinski, Director of Grants Management

**DATE:** January 17, 2023

**RE:** Summary of Professional Governmental Consulting and Grant Research Services

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Please find below a general timeline of grant research and consulting services provided by Liberty Partners of Tallahassee, LLC (“LPOT”) to Suwannee County (the “County”) since the formal execution of our agreement on Tuesday, August 2, 2022. To date, all services have been provided to the County at no cost as we waived the monthly retainer fee for the first six months of this engagement. In addition, all travel and direct expenses have been incurred by the firm.

In addition to the items listed below, LPOT has remained in regular communication with members of the County Commission, County staff and Development Commission staff. To date, our staff has participated in an average of 10 phone calls or Zoom meetings a month and exchanged between 10 and 20 emails a month related to this engagement.

- On Tuesday, August 2, 2022, LPOT attended the Suwannee County Board of County Commissioners meeting to discuss our role and support the County’s adoption of a formal agreement with LPOT.
- On Friday, August 26, 2022 LPOT traveled to the County to meet with several members of the Board of County Commissioners, the former County Manager, Suwannee County Economic Development Office, and representatives from County staff and the City of Live Oak. This discussion allowed LPOT the opportunity to learn about the history of the County’s development efforts to date.
- On Friday, September 9, 2022 LPOT followed up with the County with a list of suggested grant opportunities that corresponded with the County’s projects and outstanding needs. Since many of the grants follow the state fiscal year cycle, the focus of our work concerns opportunities that are offered in mid-2023.
- During September 2022, LPOT conducted outreach to DEP to assess the status of the DEP Resiliency Grant Application that was previously submitted by the County.
-

January 17, 2023

Page 2

- Throughout the month of October 2022, LPOT held several internal meetings to discuss grant strategy for the County. Additionally, the County contacted DEO to learn more about the Broadband Capital Improvements program, which will be funded sometime in 2023 and may benefit the County directly.
- LPOT spoke with FDOT during the month of October 2022 to discuss several of the County's projects and requested authorization from the County to add LPOT as a contact for purposes of communication with FDOT.
- In late October 2022, James Sowinski with LPOT spoke with the Chief Professional Engineer at Suwannee River Water Management District (SRWMD). This conversation helped LPOT ascertain the availability of funding for capacity projects within the County. During this discussion, LPOT introduced SRWMD to many of Suwannee's needs surrounding the Catalyst Site.
- On Friday, November 18, 2022, LPOT attended the North Florida Economic Development Partnership (NFEDP) Board of Directors and General Membership meeting. This meeting, which was also attended by representatives of the County, gave LPOT the opportunity to network with individuals involved in private sector economic development efforts. Jennifer Green, LPOT's president, also spoke on legislative issues that would affect the County and other areas in North Florida during the upcoming year.
- On Tuesday, December 6, 2022, LPOT attended the Suwannee County Commission Meeting and spoke on the firm's ability to handle federal grant opportunities if the need arose based on County personnel changes.
- On Wednesday, December 14, 2022, LPOT met with the County and Florida Gulf and Atlantic Railroad to discuss funding opportunities for a rail crossing and turn lane extension at the Catalyst Site.
- On Thursday, December 22, 2022 James Sowinski with LPOT met with the County virtually to discuss the RAISE grant, its applicability to the railroad's needs within the Catalyst Site, and other transportation issues surrounding the site. Prior to this meeting, LPOT spoke with representatives from US DOT to help answer some of the County's previous questions regarding the RAISE program. LPOT was able to offer a detailed overview of this program and offer guidance concerning the eligibility of various projects.
- On Tuesday, December 20, 2022, LPOT attended the Suwannee County Commission Meeting. During this meeting, the County authorized LPOT to apply for a Federal DOT RAISE Grant or State Appropriation Request for the construction of 184<sup>th</sup> Street.
- In early January 2023, LPOT contacted staff with the County to learn more about the fire suppression and life safety needs surrounding the Catalyst Site and gain additional information about the long-term plans for this project and nearby US-90 that will prove useful for future grant applications.

LPOT looks forward to negotiating a 12-month contract with the County and stands ready to help the County secure the funds for the infrastructure needed for a pro-business climate, robust workforce, and long-term prosperity.

# **SUWANNEE**

## **Parks & Recreation**

### Executive Summary

#### Objective:

To approve funding for the fiberglass repair and gel coat at the Billy Jernigan Pool Facility up to \$30,000.

#### Considerations:

During budget workshops when we requested funding, you asked us to bring you a number for the cost of the repair once it was determined.

After evaluating the repairs needed, it was estimated that they could cost up to \$30,000.

We will only have a brief window of time to make repairs once the weather allows

#### Recommendation:

Suwannee Parks & Recreation respectfully request the Board of County Commissioners to approve funding for the fiberglass repair and gel coat at the Billy Jernigan Pool Facility up to \$30,000.

Respectfully submitted:

Dated: February 7, 2023

Jason Furry, CPRP  
Parks & Recreation Director

# **SUWANNEE**

## **Parks & Recreation**

### Executive Summary

#### Objective:

The Live Oak, Suwannee County Recreation Board recommends the appointment of Matthew Pennington to fill the term of Dale Allen on the Recreation Board.

#### Considerations:

Dale Allen passed away on September 30, 2022.

Mr. Allen's term expires on June 30, 2024.

The Recreation board compiled a list of 12 names and then reduced them to five (5) names to inquire if those individuals were interested in serving on the Board.

Out of the five, only 2 responded.

Mr. Pennington is employed at Orchard Community Church as a Pastor and has grown up in our community and organization.

#### Recommendation:

The Live Oak, Suwannee County Recreation Board respectfully requests the Suwannee County Board of County Commissioners to appoint Matthew Pennington to the Live Oak, Suwannee County Recreation Board to fill the vacancy left by the passing of Dale Allen.

Respectfully submitted:

Dated: February 7, 2023

Jeff Lee, President

Live Oak, Suwannee County Recreation Board

**SUWANNEE**  
**Parks & Recreation**  
Executive Summary

**Objective:**

To approve the purchase of 2 trucks from Wes Haney Chevrolet.

**Considerations:**

\$90,000 for 2 trucks was approved during the budget workshops and we will be able to cover the difference in our budget.

Purchasing through the Sheriff's Association is taking more than a year to get delivery.

Wes Haney Chevrolet already has these trucks that meet our needs, in production and GM has recently stopped taking orders on 2500 series trucks until September.

The state contract rate was a 13% discount and Wes Haney is able to give us a 9% discount and we should receive an additional rebate at delivery.

One truck is a Chevrolet Crew Cab 1500 4x4 and the other is a Chevrolet Crew Cab 2500 4x4 and will be used for our park maintenance crews.

Budget Impact: Approved in our 2022-23 budget.

**Recommendation:**

Suwannee Parks & Recreation respectfully requests the Board of County Commissioners to approve the purchase of 2 truck from Wes Haney Chevrolet.

Respectfully submitted:

Dated: February 7, 2023

Jason Furry, CPRP  
Parks & Recreation Director

## Wes Haney Chevrolet

Date/Time: 1/10/2023 12:31:07 PM

Buyer: Suwannee Parks And  
Recreation  
Home Phone: (386) 590-2598  
Address: 200 S Ohio Ave  
Live Oak, FL 32064

Salesperson: Your Service Dept at  
Wes Haney Chevrolet

2023 Chevrolet Silverado 1500 Work Truck



MSRP/Retail	\$49,930.00
Selling Price	\$45,430.00
Rebate	0.00
Total Savings + Rebate	\$4,500.00
Amount Financed	\$45,430.00

Subject for final credit approval.

X \_\_\_\_\_  
Customer Signature Date

X \_\_\_\_\_  
Manager Signature Date



## OrderWORKBENCH

### Preliminary Order Detail - Order # CJFG1V

BAC: 114724

BFC: 1

Name: WES HANEY CHEVROLET, INC.

Current as of 01/10/2023 - 12:23 PM EST

---For Dealer Use Only---

#### BAC Information

Charge-to BAC 114724

Charge-to BFC 1

Ship-to BAC 114724

Ship-to BFC 1

Contact Name

Phone #

DAN

Stock No.

#### Model/Order Information

Model Year: 2023

Division: CHEVROLET

Distrib. Entity: RET

Order Type: TRE - Retail Stock

Allocation Group: CLDCRW

Model: CK10543 - 1500

Silverado: 4WD, Short  
Crew

MSRP w/DFC †: \$49,930.00

Event Description: 1100 - Preliminary Order

Age of Order: 0 days

Accepted

Priority: 99

Estimated Delivery Date:

#### Vehicle Specifications

PEG: 1WT - Work Truck Preferred Equipment  
Group

Trim: H2G - 1WT-Vinyl, Jet Black, Interior Trim

Primary Color: GAZ - Summit White

Engine: L84 - Engine: 5.3L, EcoTec3 V-8, DI,  
Dynamic Fuel Mgt, V V T

Emissions:

Transmission: MHT - 10-Speed Automatic

Ordered Options: AKO: Glass, Deep Tinted

AQQ: Keyless Remote Entry

AU3: Power Door Locks

AZ3: Seats: Front 40/20/40 Split-Bench,  
Full Feature

BG9: Floor Covering:

C49: Defogger, Rear Window, Electric

Rubberized Vinyl, Black

DLF: Mirrors, O/S: Power, Heated

C5Y: GVW Rating 7100 Lbs



## OrderWORKBENCH

E63: Durabed	FE9: Federal Emissions
G80: Auto Locking Differential,	GU5: Rear Axle: 3.23 Ratio
Rear	K34: Cruise Control
IOR: Chevrolet Infotainment, 7"	KNP: Transmission Cooling System
Color Screen	PCV: 1WT Convenience 1 Package
KC4: Cooler, Engine Oil	QBN: Tires: 255/70 R17 All Season,
KW7: Alternator, 170 AMP	Blackwall
PED: Chevy Safety Assist	QK1: Standard Tailgate
QBR: Tire, Spare: 255/70 R17	RD6: Wheels: 17" Steel - Painted Ultra
All Season, Blackwall	Silver
R6Y: OPD / Focused Ordering	TQ5: Headlamps, Intellibeam
Configuration Not Desired	UEU: Sensor, Forward Collision Alert
SAF: Spare Tire Lock	UHY: Automatic Emergency Braking
UE4: Following Distance	UQF: Speaker System: Standard Sound
Indicator	System
UHX: Lane Keep	V76: Recovery Hooks
Assist/Departure Warning	
UKJ: Sensor, Front Pedestrian	
Braking	
UVB: Rear Vision Camera, HD	

† North American Order Workbench is intended solely for business use by GM Dealers. Pricing shown is for illustration purposes only. Refer to [GMPricing.com](http://GMPricing.com) for official GM Price schedules. GM pricing is subject to change by GM at anytime, without notice.

# Wes Haney Chevrolet

Date/Time: 1/10/2023 12:32:14 PM

Buyer: Suwannee Parks And Recreation

Home Phone: (386) 590-2598

Address: 200 S Ohio Ave  
Live Oak, FL 32064Salesperson: Your Service Dept at  
Wes Haney Chevrolet

2023 Chevrolet Silverado 2500HD LT



MSRP/Retail	\$54,165.00
Selling Price	\$49,365.00
Rebate	0.00
Total Savings + Rebate	\$4,800.00
Amount Financed	\$49,365.00

Subject for final credit approval.

X

Customer Signature

Date

X

Manager Signature

Date



# OrderWORKBENCH

## Order Detail # BWKTXW

BAC: 114724

BFC: 1

Name: WES HANEY CHEVROLET, INC.

Current as of 01/10/2023 - 12:25 PM EST

### BAC Information

Contact Name

DAN

Phone #

Stock No.

### Model/Order Information

Model Year: 2023

Distrib. Entity: RET

Allocation Group: CHDCRW

MSRP w/DFC †: \$54,165.00

Estimated Delivery Date: DELAYED

Division: CHEVROLET

Order Type: TRE - Retail Stock

Model: CK20743 - 2500HD

Silverado: 4WD Standard

Box Crew Cab

VIN: 2GC4YNE74P1710126

### Vehicle Specifications

PEG: 1LT - LT Preferred Equipment Group

Primary Color: GAZ - Summit White

Ordered Options: AE7: Seats: Front 40/20/40 Split-Bench, Uplevel

AQ: Keyless Remote Entry

AY0: Airbags-frontal, front seat side-impact and roof-rail

BWN:

CGN: Cheytec Spray-on Liner

DBG: Mirrors, O/S: Man. Ext & Folding, Heat, Turn Indicator

FE9: Federal Emissions

Trim: H0U - 1WT/1LT/1SP/2LT/1FL/1LS-Cloth, Jet Black, Interior Trim

Engine: L8T - Engine: 6.6L, V-8, SIDI

Emissions:

Transmission: MYD - 6-Speed Automatic

AKO: Glass, Deep Tinted

AU3: Power Door Locks

B30: Floor Covering: Carpet, Color Keyed C67:

D75:

E63: Durabed

G80: Auto Locking Differential, Rear

IOR: Chevrolet Infotainment, 7" Color Screen

JL1: Integrated Trailer Brake Controller



## OrderWORKBENCH

GT4: Rear Axle: 3.73 Ratio	K47: Heavy Duty Air Filter
JGD: GVW Rating 10,450 Lbs	KNP: Transmission Cooling System
K34: Cruise Control	N33:
KC4: Cooler, Engine Oil	PYQ: Wheels: 17" Aluminum
KW7: Alternator, 170 AMP	QK1: Standard Tailgate
NQF: Transfer Case: w/ Rotary	RIA: LPO - Interior Floor Liners
Dial Control, Electronic Shift	U2K: SiriusXM Satellite Radio (subscription)
QHJ: Tires: LT245/75 R17E All	UE1: OnStar Communication System
Season, Blackwall	UQF: Speaker System: Standard Sound
QT5: Tailgate Function--EZ Lift,	System
Power Lock & Release	V46: Bumper, Front, Chrome
SAF: Spare Tire Lock	VJH: Bumper, Rear, Chrome Step
UDD: Driver Info Display	VQO: LPO - Assist Steps, Work, Black
UK3: Radio Controls -Steering	Z82: Trailering Package
Wheel	
UVC: Rear Vision Camera	
V76: Recovery Hooks	
VK3: Front License Plate	
Mounting Provisions	
YM8: LPO Processing Option	
ZHQ: Tire, Spare: LT245/75	
R17 All Season, Blackwall	

† North American Order Workbench is intended solely for business use by GM Dealers. Pricing shown is for illustration purposes only. Refer to [GMPricing.com](http://GMPricing.com) for official GM Price schedules. GM pricing is subject to change by GM at anytime, without notice.

## **EXECUTIVE SUMMARY**

### **Objective:**

Authorization to purchase two 2023 Chevrolet Silverado 1500 pickup trucks from Rountree-Moore Chevrolet, to be used for the Building Department and E911/ GIS Office.

### **Consideration:**

- The approval for the purchase of these vehicles was at budget two years ago and we have been on a waiting list since that time.
- Since COVID there has been a substantial shortage in the availability of vehicles.
- We began reaching out to local dealers to try to see what was available on the lots.
- In conversation with Rountree-Moore Chevrolet we were made aware of two Chevrolet Silverados that meet our needs and are available on the lot.
- The agreed upon purchase price is lower than what was available on State Contract.
- Any costs exceeding the previous budgeted amount will be taken from revenues/contingency of the respected departments and have no impact on general revenue. Budgeted amount Building Dept-\$34,500, Addressing- \$35,123.00.

### **Recommendation:**

Respectfully request the Suwannee County Board of County Commissioners to authorize the procurement of the two 2023 Chevrolet Silverado's through Rountree-Moore Chevrolet.

Respectfully submitted:

Dated: January 27, 2023

Mac Hinkle  
Building Code Administrator

Jennifer Payne  
E911/ GIS Coordinator



Since 1924  
**ROUNTREE-MOORE CHEVROLET**

4316 Highway 90 West • Lake City, FL 32055  
(386) 243-2051 • E-mail: www.rountree-moore.com

SS# \_\_\_\_\_  
Buyer D.L.# \_\_\_\_\_  
SS# \_\_\_\_\_  
Co-Buyer D.L.# \_\_\_\_\_  
Date of Birth 11 \_\_\_\_\_  
Buyer Co-Buyer

**NEW VEHICLE RETAIL BUYERS ORDER**Date 01/20/2023

PURCHASER \_\_\_\_\_ **SUWANNEE COUNTY**  
Mailing Address \_\_\_\_\_ City Live Oak St FL County \_\_\_\_\_ Zip 32060

Physical Address \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_

Yr. 2023 Make Chevrolet Model Silverado 1500 Mileage 0

Stock No. G151653 Color SUMMIT WHT Bodystyle Custom 4x4 Crew Cab 5.75

I.D. No. 3GCPDBEKXPG151653 Salesman Lee Laxton

UNLESS SPECIFICALLY STATED, ALL PRICES HERE ON ARE THE DEALER'S PRICES FOR CASH AND DO NOT CONSTITUTE THE TIME PRICE

TAG# \_\_\_\_\_ EXP. DATE \_\_\_\_\_  
DECAL# \_\_\_\_\_  
TRADE/YEAR MAKE MODEL  
I.D.# MILEAGE  
BALANCE OWED TO:  
PAYOFF ADDRESS:  
ACCOUNT NO.  
NET PAY OFF .00 GOOD UNTIL PH.#  
VERIFIED BY TAKEN BY

INSURANCE CO. AGENT  
AGENTS ADDRESS  
POLICY# PHONE NO.

I WARRANT THAT MY TRADE-IN HAS NOT BEEN RECONSTRUCTED, REBUILT, OR SUFFERED MAJOR FRAME DAMAGE THAT WOULD CAUSE RESTRUCTURING OF THIS VEHICLE.

I WARRANT THAT THE BALANCE OWED ON MY TRADE IS CORRECT AS STATED ABOVE AND THAT IF THE ACTUAL AMOUNT DUE IS LESS, ROUNTREE-MOORE, INC. WILL REFUND THE DIFFERENCE TO ME. I UNDERSTAND THAT IF THE ACTUAL AMOUNT IS GREATER I WILL REIMBURSE ROUNTREE-MOORE, INC. THIS AMOUNT WILL BE DUE IMMEDIATELY AND PENALTIES WILL ACCRUE UNTIL SUCH SHORTAGE IS PAID.

SIGNATURE \_\_\_\_\_

THERE IS NO WARRANTY, EXPRESSED OR IMPLIED, MADE BY EITHER MANUFACTURER OR THE SELLING DEALER ON NEW VEHICLES EXCEPT THE WARRANTIES SET FORTH IN YOUR OWNER'S MANUAL.

THE PURCHASER OF THE VEHICLE DESCRIBED HEREIN UNDERSTANDS THAT IT MAY HAVE SUFFERED DAMAGE DURING PRODUCTION, TRANSIT OR WHILE IN THE CONTROL AND THE POSSESSION OF THE SELLER. THERE ARE NO WARRANTIES OF MERCHANTABILITY OR FITNESS BEING MADE BY THE SELLER TO THE PURCHASER AS TO REPAIRS OF SUCH DAMAGE.

SIGNATURE \_\_\_\_\_

**DISCLAIMER OF WARRANTIES**

THE SELLER, ROUNTREE-MOORE, INC., HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES, EITHER EXPRESSED OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, AND ROUNTREE-MOORE, INC., NEITHER ASSUMES NOR AUTHORIZES ANY OTHER PERSON TO ASSUME FOR IT ANY LIABILITY IN CONNECTION WITH THIS SALE. THE ONLY WARRANTIES APPLICABLE TO THE VEHICLES ARE WARRANTIES MADE BY THE MANUFACTURER. YOUR RIGHTS UNDER ANY MANUFACTURER'S NEW VEHICLE WARRANTY SHALL NOT BE IMPAIRED HEREUNDER.

01/20/2023

(BUYER'S SIGNATURE)

(DATE)

**THIS IS NOT AN ORDER UNTIL ACCEPTED BY SALES MANAGER OR OFFICER OF THE COMPANY**

Any controversy or claim arising out of, or relating to this agreement, or a breach thereof, shall be settled by arbitration under the laws of the State of Florida, in accordance with the rules then in force of the American Arbitration Association, and any judgement upon the award may be entered in any court having jurisdiction thereof.

SUGGESTED RETAIL PRICE	49,555	00
<input type="checkbox"/> 4 SP <input type="checkbox"/> 6 SP <input type="checkbox"/> AUTO <input type="checkbox"/> 4 CYL <input type="checkbox"/> 6 CYL <input type="checkbox"/> 8 CYL		
<input type="checkbox"/> A/C <input type="checkbox"/> P/S <input type="checkbox"/> P/B <input type="checkbox"/> P/L <input type="checkbox"/> P/W <input type="checkbox"/> TILT <input type="checkbox"/> CRUISE		
<input type="checkbox"/> AM/FM <input type="checkbox"/> CASSETTE <input type="checkbox"/> SPORT WHEELS		
OTHER ADDITIONAL INSTALLED EQUIPMENT:		
<b>TOTAL CAR &amp; ACCESSORIES</b>	<b>49,555</b>	<b>00</b>
<b>TRADE IN ALLOWANCE</b>		
<b>DIFFERENCE</b>		
<b>WASTE TIRE &amp; BATTERY FEES</b>	<b>6</b>	<b>50</b>
<b>ADMINISTRATIVE FEES</b> (THIS CHARGE REPRESENTS COSTS AND PROFITS TO THE SELLER/DEALER FOR TIMES SUCH AS INSPECTING, CLEANING AND ADJUSTING NEW AND USED VEHICLES AND PREPARING DOCUMENTS RELATED TO THE SALE)	<b>899</b>	<b>00</b>
<b>SUB-TOTAL</b>	<b>50,460</b>	<b>50</b>
<b>STATE SALES TAX</b>		<b>00</b>
<b>LOCAL TAX</b>	<b>50</b>	<b>00</b>
<b>ESTIMATED LICENSE / TITLE / TRANSFER FEES</b>	<b>202</b>	<b>00</b>
<b>GRAND TOTAL</b>	<b>50,712</b>	<b>50</b>
<b>BALANCE OWED</b>		
<b>REBATE</b>	<b>2,000</b>	<b>00</b>
	\$	
<b>CASH ON DELIVERY</b>	\$	
<b>BALANCE OWED IF SOLD FOR CASH</b>	<b>49,273</b>	<b>05</b>

**THIS NEW VEHICLE RETAIL BUYERS ORDER**

IS AN OFFER BY ME TO PURCHASE THE VEHICLE DESCRIBED HEREIN ON THE TERMS AND CONDITIONS AS SPECIFIED UPON ACCEPTANCE OF MY OFFER BY THE SALES MANAGER OR THEIR AUTHORIZED REPRESENTATIVE OF ROUNTREE-MOORE, INC., THIS DOCUMENT SHALL BECOME A BINDING AND ENFORCEABLE CONTRACT. ALL AGREEMENTS RELATIVE TO THIS TRANSACTION ARE ON THE BUYERS ORDER. I UNDERSTAND THAT NO VERBAL AGREEMENT WILL BE BINDING.

X \_\_\_\_\_

BUYER'S SIGNATURE

ACCEPTED BY  
ROUNTREE-MOORE, INC.



Since 1924  
**ROUNTREE-MOORE CHEVROLET**

4316 Highway 90 West • Lake City, FL 32055  
(386) 243-2051 • E-mail: www.rountree-moore.com

SS# \_\_\_\_\_  
Buyer D.L.# \_\_\_\_\_  
SS# \_\_\_\_\_  
Co-Buyer D.L.# \_\_\_\_\_  
Date of Birth 11 \_\_\_\_\_  
Buyer Co-Buyer

**NEW VEHICLE RETAIL BUYERS ORDER**Date 01/20/2023

PURCHASER \_\_\_\_\_ **SUWANNEE COUNTY 2**  
Mailing Address \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ County \_\_\_\_\_ Zip \_\_\_\_\_

Physical Address \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_  
Yr. 2023 Make Chevrolet Model Silverado 1500 Mileage 0  
Stock No. G154737 Color SUMMIT WHT Bodystyle Custom 4x4 Crew Cab 5.75

Cell Phone (386) 688-3512  
Res. (386) 688-3512  
Work \_\_\_\_\_  
E-mail \_\_\_\_\_

I.D. No. 3GCPDBEK9PG154737 Salesman Lee Laxton

UNLESS SPECIFICALLY STATED, ALL PRICES HERE ON ARE THE DEALER'S PRICES FOR CASH AND DO NOT CONSTITUTE THE TIME PRICE

TAG# \_\_\_\_\_ EXP. DATE \_\_\_\_\_  
DECAL# \_\_\_\_\_  
TRADE: YEAR \_\_\_\_\_ MAKE \_\_\_\_\_ MODEL \_\_\_\_\_  
I.D.# \_\_\_\_\_ MILEAGE \_\_\_\_\_  
BALANCE OWED TO: \_\_\_\_\_  
PAYOFF ADDRESS: \_\_\_\_\_  
ACCOUNT NO. \_\_\_\_\_  
NET PAY OFF .00 \_\_\_\_\_ GOOD UNTIL \_\_\_\_\_ PH.# \_\_\_\_\_  
VERIFIED BY \_\_\_\_\_ TAKEN BY \_\_\_\_\_  
INSURANCE CO. \_\_\_\_\_ AGENT \_\_\_\_\_  
AGENTS ADDRESS \_\_\_\_\_  
POLICY # \_\_\_\_\_ PHONE NO. \_\_\_\_\_

I WARRANT THAT MY TRADE-IN HAS NOT BEEN RECONSTRUCTED, REBUILT, OR SUFFERED MAJOR FRAME DAMAGE THAT WOULD CAUSE RESTRUCTURING OF THIS VEHICLE.

I WARRANT THAT THE BALANCE OWED ON MY TRADE IS CORRECT AS STATED ABOVE AND THAT IF THE ACTUAL AMOUNT DUE IS LESS, ROUNTREE-MOORE, INC. WILL REFUND THE DIFFERENCE TO ME. I UNDERSTAND THAT IF THE ACTUAL AMOUNT IS GREATER I WILL REIMBURSE ROUNTREE-MOORE, INC. THIS AMOUNT WILL BE DUE IMMEDIATELY AND PENALTIES WILL ACCRUE UNTIL SUCH SHORTAGE IS PAID.

SIGNATURE \_\_\_\_\_

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THE PURCHASER OF THE VEHICLE DESCRIBED HEREIN UNDERSTANDS THAT IT MAY HAVE SUFFERED DAMAGE DURING PRODUCTION, TRANSIT OR WHILE IN THE CONTROL AND THE POSSESSION OF THE SELLER. THERE ARE NO WARRANTIES OF MERCHANTABILITY OR FITNESS BEING MADE BY THE SELLER TO THE PURCHASER AS TO REPAIRS OF SUCH DAMAGE.

SIGNATURE \_\_\_\_\_

**DISCLAIMER OF WARRANTIES**

THE SELLER, ROUNTREE-MOORE, INC., HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES, EITHER EXPRESSED OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OR MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, AND ROUNTREE-MOORE, INC., NEITHER ASSUMES NOR AUTHORIZES ANY OTHER PERSON TO ASSUME FOR IT ANY LIABILITY IN CONNECTION WITH THIS SALE. THE ONLY WARRANTIES APPLICABLE TO THE VEHICLES ARE WARRANTIES MADE BY THE MANUFACTURER. YOUR RIGHTS UNDER ANY MANUFACTURER'S NEW VEHICLE WARRANTY SHALL NOT BE IMPAIRED HEREUNDER.

01/20/2023

(BUYER'S SIGNATURE)

(DATE)

SUGGESTED RETAIL PRICE	49,555	00
<input type="checkbox"/> 4 SP <input type="checkbox"/> 5 SP <input type="checkbox"/> AUTO <input type="checkbox"/> 4 CYL <input type="checkbox"/> 6 CYL <input type="checkbox"/> 8 CYL		
<input type="checkbox"/> A/C <input type="checkbox"/> P/S <input type="checkbox"/> P/B <input type="checkbox"/> P/L <input type="checkbox"/> P/W <input type="checkbox"/> TILT <input type="checkbox"/> CRUISE		
<input type="checkbox"/> AM/FM <input type="checkbox"/> CASSETTE <input type="checkbox"/> SPORT WHEELS		
OTHER ADDITIONAL INSTALLED EQUIPMENT:		
<b>TOTAL CAR &amp; ACCESSORIES</b>	<b>49,555</b>	<b>00</b>
<b>TRADE IN ALLOWANCE</b>		
<b>DIFFERENCE</b>		
WASTE TIRE & BATTERY FEES	6	50
ADMINISTRATIVE FEES (THIS CHARGE REPRESENTS COSTS AND PROFITS TO THE SELLER/DEALER FOR ITEMS SUCH AS INSPECTING, CLEANING AND ADJUSTING NEW AND USED VEHICLES AND PREPARING DOCUMENTS RELATED TO THE SALE)	899	00
SUB-TOTAL	50,460	50
STATE SALES TAX		00
LOCAL TAX	75	00
ESTIMATED LICENSE / TITLE / TRANSFER FEES	127	00
GRAND TOTAL	50,662	50
BALANCE OWED		
REBATE	2,000	00
	\$	
CASH ON DELIVERY	\$	
BALANCE OWED IF SOLD FOR CASH	49,223	05

**THIS NEW VEHICLE RETAIL BUYERS ORDER**

IS AN OFFER BY ME TO PURCHASE THE VEHICLE DESCRIBED HEREIN ON THE TERMS AND CONDITIONS AS SPECIFIED UPON ACCEPTANCE OF MY OFFER BY THE SALES MANAGER OR THEIR AUTHORIZED REPRESENTATIVE OF ROUNTREE-MOORE, INC., THIS DOCUMENT SHALL BECOME A BINDING AND ENFORCEABLE CONTRACT, ALL AGREEMENTS RELATIVE TO THIS TRANSACTION ARE ON THE BUYERS ORDER. I UNDERSTAND THAT NO VERBAL AGREEMENT WILL BE BINDING.

X

BUYER'S SIGNATURE

ACCEPTED BY  
ROUNTREE-MOORE, INC.

**THIS IS NOT AN ORDER UNTIL ACCEPTED BY SALES MANAGER OR OFFICER OF THE COMPANY**

Any controversy or claim arising out of, or relating to this agreement, or a breach thereof, shall be settled by arbitration under the laws of the State of Florida, in accordance with the rules then in force of the American Arbitration Association, and any judgement upon the award may be entered in any court having jurisdiction thereof.



CALL US AT: 863-314-5300



(http:(http:(https://www.youtube.com/channe  
ref=ts)



New 2022 Chevrolet  
**Silverado 1500 LT Truck**

📍 Located at Alan Jay Chevrolet of Wauchula

\*Pricing may be subject to market conditions

### Detailed Pricing

MSRP*	\$56,490
Savings	-\$1,499

Alan Jay Price	<b>\$54,991</b>
\$1,000 Customer Cash on this 2022 Chevrolet Silverado 1500 model Details	-\$1,000

Alan Jay Price Detailed Pricing	<b>\$54,991</b>
------------------------------------	-----------------

🔍 See 9 Available Specials

We're here to help  
**(863) 773-4629**

**NEW VEHICLES ARRIVING DAILY!**

### Value Your Trade

Enter Year Make Model Trim

Exterior Color

☐ Summit White

Interior Color

☐ Jet Black, Cloth seat  
trim

Drivetrain

☐ 4WD

Engine

☐ 5.3L EcoTec3 V8 engine

Value Your Trade

# **SUWANNEE COUNTY**

## **Suwannee County Facilities**

### **Executive Summary**

#### **Objective:**

Authorization to purchase one used 2021 Toyota RAV4 SUV from Walt's Ford for \$26,388.95 & one used 2020 Chevrolet Equinox SUV from Roundtree Chevrolet for \$21,977.00 to be used in custodial department.

#### **Considerations:**

· The approval of one pick up was approved in the current budget, however since approval custodial department had a vehicle's engine damaged beyond repair, and due to the staffing of the Branford facilities these vehicles are needed.

· The vehicle that was originally under contract to be purchased for maintenance using sourcewell contract was canceled by Ford Motor company with a projected increase of \$10,000 – \$15,000 and a lead time of approximately 12 months.

· These vehicles are slightly higher than the original request (+ \$1,365.95), however the difference can be funded with in the Maintenance budget with no additional budget impact.

#### **Recommendation:**

Suwannee County Facilities respectfully request the Board of County Commissioners to approve the purchase of one used 2021 Toyota RAV4 SUV from Walt's Ford for & one used 2020 Chevrolet Equinox SUV from Roundtree Chevrolet.

Respectfully submitted,

Marcus Durham,

Suwannee County Facilities Director



Date: **02/01/2023 9:53 AM**  
 Salesperson: **chad sessions Dino Daniel**  
 Manager: **chad sessions**

## FOR INTERNAL USE ONLY

BUSINESS NAME **SUWANNEE COUNTY BCC**Home Phone: **(386) 590-0950**

CONTACT

Address : **13150 VOYLES ST  
 DOWLING PARK, FL 32060  
 SUWANNEE**

Work Phone:

E-Mail :

Cell Phone:

## VEHICLE

Stock # : **P0952**

New / Used :

VIN : **2T3F1RFV8MW186967**Mileage : **51167**Vehicle : **2021 Toyota RAV4**Color : **Magnetic Gray**Type : **LE (A8) 4dr All****4432**

## TRADE IN

Payoff :

VIN :

Mileage :

Vehicle :

Color :

Type :

Selling Price

**25,490.00**

Total Purchase

**25,490.00**

Trade Allowance

Trade Difference

Taxable Fees (Estimated)

**100.00**

Doc Fee

**699.95**

Non Tax Fees

**99.00**

Trade Payoff

Cash Deposit

Balance

**26,388.95**

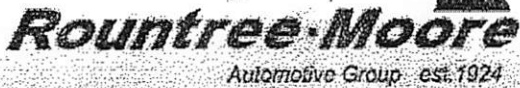
Customer Approval:

Management Approval:

**Per: BB**

By signing this authorization form, you certify that the above personal information is correct and accurate, and authorize the release of credit and employment information. By signing above, I provide to the dealership and its affiliates consent to communicate with me about my vehicle or any future vehicles using electronic, verbal and written communications including but not limited to eMail, text messaging, SMS, phone calls and direct mail. Terms and Conditions subject to credit approval. For Information Only. This is not an offer or contract for sale.

*Bryan. Blain @ walt's Auto. com*



Date: 02/01/2023 3:34 PM

Salesperson: Jayce Mosley

Manager: Jeff Mosley

## FOR INTERNAL USE ONLY

<b>CUSTOMER</b>	<u>Suwannee County</u>	Home Phone:
	<u>13427 201ST RD</u>	
Address :	,	Work Phone:
E-Mail :		Cell Phone: <u>(386) 590-0950</u>

<b>VEHICLE</b>			
Stock # : <u>256808</u>	New / Used :	VIN : <u>2GNAXJEV3L6256808</u>	Mileage : <u>41244</u>
Vehicle : <u>2020 Chevrolet Equinox</u>		Color : <u>Chocolate Metal</u>	
Type : <u>LT w/2FL Front-</u>			

<b>TRADE IN</b>		
Payoff :	VIN :	Mileage :
Vehicle :		Color :
Type :		

Selling Price	<u>20,999.00</u>
Total Purchase	<u>20,999.00</u>
Trade Allowance	
Trade Difference	
Doc Fee	<u>899.00</u>
Non Tax Fees	<u>79.00</u>
Trade Payoff	
Cash Deposit	
Balance	<u>21,977.00</u>

Customer Approval: \_\_\_\_\_ Management Approval: \_\_\_\_\_

By signing this authorization form, you certify that the above personal information is correct and accurate, and authorize the release of credit and employment information. By signing above, I provide to the dealership and its affiliates consent to communicate with me about my vehicle or any future vehicles using electronic, verbal and written communications including but not limited to eMail, text messaging, SMS, phone calls and direct mail. Terms and Conditions subject to credit approval. For Information Only. This is not an offer or contract for sale.



Marcus Durham &lt;suwanneemaint@gmail.com&gt;

---

truck

---

chris.wilson@alanjay.com <chris.wilson@alanjay.com>  
To: Marcus Durham <suwanneemaint@gmail.com>  
Cc: Shannonr@suwcountyfl.gov, Christy Self <christy.self@alanjay.com>

Wed, Nov 30, 2022 at 1:21 PM

Marcus,

Thank you for reaching out, unfortunately this order was cancelled by Ford. We sent out the attached notice of cancellation on October 30<sup>th</sup>, but have not yet been given an amended PO to re-order as a 2023.

Best Regards,

Chris Wilson

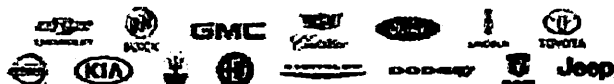
863-402-4234

**ALAN JAY**  
**---FLEET SALES---**

Direct (863) 402-4281  
Fax: (863) 402-4221  
Cell: (863) 381-3411

Chris Wilson  
Fleet Sales Manager  
chris.wilson@alanjay.com

5330 US HWY 27 South  
P.O. Box 9200  
Sebring, FL 33871



**ALANJAY.COM**

[quoted text hidden]

----- Forwarded message -----

From: CHRISTY SELF <christy.self@alanjay.com>  
To: <chris.wilson@alanjay.com>  
Cc: "Scott Wilson" <scott.wilson@alanjay.com>, "Josh Kuen" <josh.kuen@alanjay.com>  
Bcc:



Marcus Durham &lt;suwanneemaint@gmail.com&gt;

---

**Budget Quote 43503**

1 message

---

**Chris Wilson** <chris.wilson@alanjay.com>  
To: Suwanneemaint@gmail.com

Tue, Jan 31, 2023 at 8:34 AM

Marcus,

Good morning.

Per our conversation I have provided a quote for a Ford Escape with an estimated increase for 2024. We are past cutoff for the 23' model year. If you choose to issue a PO against the attached quote we would accept it with the understanding that the price will change up or down. The order would be placed with Ford when order banks open this summer for anticipated delivery in winter of 2024.

Please call with any questions.

Best Regards,

Chris Wilson

863-402-4234

**ALAN JAY**  
**---FLEET SALES---****Direct: (863) 402-4281****Fax: (863) 402-4221****Cell: (863) 381-3411****Chris Wilson**  
**Fleet Sales Manager**  
chris.wilson@alanjay.com**5330 US HWY 27 South****P.O. Box 9200****Sebring, FL 33871**

On Oct 27, 2022, at 4:15 PM, Scott Wilson <scott.wilson@alanjay.com> wrote:

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon.

We have been informed by Ford Motor Company that they have scheduled all the 2022 Super Duty trucks that they can build through the remainder of 2022 production. Unfortunately you are receiving this message as a result of your order(s) not getting picked up for 2022 production.

The order banks for 2023 production open on 11/14. If you would like for us to place a new order for a 2023 model year vehicle on your behalf, please reply to this email with your request. The 2023 vehicle will be at the increased 2023 price and will be \$10k - \$15k more than the 2022 vehicle which will require a new PO or revised PO. If you request that we place a 2023 order, we will send you an updated quote reflecting the new cost.

On behalf of Ford Motor company, we apologize for the continued delay and inconvenience.

Please let us know how you would like for us to react.

Regards,

Scott Wilson  
Alan Jay Automotive Network  
Alan Jay Fleet  
5330 US HWY 27 S  
Sebring, FL 33870  
Office: 863-402-4292  
Fax: 863-402-4221  
Cell: 863-991-4693  
Chevrolet Buick GMC Cadillac  
Ford Lincoln Chrysler Jeep Dodge  
Ram Kia Nissan

PLEASE NOTE: Florida has a very broad public records law (F. S. 119). All e-mails to and from County Officials are kept as a public record. Your e-mail communications, including your e-mail address may be disclosed to the public and media at any time.

# **SUWANNEE COUNTY**

## **Administration**

### **Executive Summary**

#### **Objective:**

Donate used refrigeration equipment to Riveroak Technical College

#### **Considerations:**

- Equipment to be donated is approximately 25 years old and has reached its useful life.
- The equipment has had multiple failures and is in being replaced with new equipment.
- The freon used in this equipment has been removed from the market by EPA and due to its age retro fit is not recommended.
- Donating this equipment to Riveroak Technical College will provide a good training tool for future HVAC/R Technicians that will service our area.

#### **Recommendation:**

To accept recommendation of the Suwannee County Facilities Department to donate the used refrigeration equipment to Riveroak Technical College for HVAC/R training.

Respectfully submitted,



Marcus Durham,

Suwannee County Facilities Director

# **SUWANNEE COUNTY**

## **Planning & Zoning**

### **Executive Summary**

#### **Objective:**

Text amendment number LDR 23-01 to amend the text of the Land Development Regulations by creating a definition for Recreational Vehicles and providing standards for Recreational Vehicle Permits.

#### **Considerations:**

The application and supporting documentation is a result of the workshops held by the BOCC to address Recreational Vehicle permits within the County. The amendment was presented to the Planning & Zoning Board at its January 26, 2023 meeting and recommended for approval.

#### **Recommendation:**

Because the amendment requires a text change to the Land Development Regulations, this **first** of **two** public hearings does not require action of the BOCC but is an opportunity to have the Board see the proposed amendment and to allow for public comment. We anticipate the second public hearing and adoption of the proposed amendment to be at the Board's February 21, 2023 meeting.

Respectfully submitted,

Ron Meeks,

Development Services Director

**SUWANNEE COUNTY**  
**LAND DEVELOPMENT REGULATIONS AMENDMENT**  
**APPLICATION**

Name of Applicant(s): Suwannee County Board of County Commission

Address: 224 Pine Avenue\_\_\_\_\_

City, State, Zip Code: Live Oak, FL 32064\_\_\_\_\_

Telephone: 386-364-3401\_\_\_\_\_

Name of Applicant's Agent (if applicable): Ronald Meeks\_\_\_\_\_

Address: 224 Pine Avenue\_\_\_\_\_

City, State, Zip Code: Live Oak, FL 32064\_\_\_\_\_

Telephone: 386-364-3401\_\_\_\_\_

Please complete the following for proposed amendments to the Official Zoning Atlas.  
For amendments to the text of the Land Development Regulations, which do not require an  
Official Zoning Atlas amendment, please omit responses to Part I and complete Part II of this  
Application.

**PART I**

Legal Description: N/A

Total acreage of land to be considered under this amendment: N/A\_\_\_\_\_

Present Use: N/A\_\_\_\_\_

(commercial, industrial, residential, agricultural, vacant, etc.)

Zoning District:

Present: N/A\_\_\_\_\_

Requested: N/A\_\_\_\_\_

Future Land Use Plan Map Category: N/A\_\_\_\_\_

**APPLICATION FOR AMENDMENT  
OF THE LAND DEVELOPMENT REGULATIONS**

**PART II**

For amendments to the text of the Land Development Regulations, please provide in the space provided below (or on separate pages to be attached and made a part herewith) the text of the proposed amendment.

**SEE ATTACHMENT**

APPLICATION FOR AMENDMENT  
OF THE LAND DEVELOPMENT REGULATIONS

A previous application for amendment to the Land Development Regulations:

\_\_\_\_\_ was made with respect to these premises, Application No.

  X   was not made with respect to these premises.

I hereby certify that all of the above statements and statements contained in any documents or plans submitted herewith are true and accurate to the best of my knowledge and belief.

If title holder(s) are represented by an agent, a letter of such designation from the title holder(s) addressed to the Land Development Regulations Administrator must be attached.

Ronald Meeks, Suwannee County

Applicant/Agent Name (Type or Print Name)

  
Applicant/Agent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
FOR OFFICE USE ONLY

Date Filed: \_\_\_\_\_

Application No: \_\_\_\_\_

Fee Amount: \_\_\_\_\_

Receipt No. \_\_\_\_\_

Date of Planning and Zoning Board Public Hearing: \_\_\_\_\_

Date notice published: \_\_\_\_\_

Newspaper: \_\_\_\_\_

Date of Local Planning Agency Public Hearing: \_\_\_\_\_

Date notice published: \_\_\_\_\_

Newspaper: \_\_\_\_\_

Date(s) of Board of County Commissioners Public Hearing(s): (1) \_\_\_\_\_ (2) \_\_\_\_\_

Date(s) notice published: (1) \_\_\_\_\_ (2) \_\_\_\_\_

Newspaper: \_\_\_\_\_

Date Notice of Enactment of Ordinance published: \_\_\_\_\_

Newspaper: \_\_\_\_\_

Board of County Commissioners decision: \_\_\_\_\_

(Granted/Denied)

**Proposed changes with LDR 23-01 text amendment**

**2.1 Recreational Vehicle.** A unit primarily designed as temporary living quarters for recreational, camping, or travel use, which either has its own motive power or is mounted on or drawn by another vehicle. Recreational Vehicles must comply with the length and width provisions of s. 316.515 Florida Statutes, as amended. The term Recreational Vehicle shall include; Travel Trailer, Camping Trailer, Truck Camper, Motor Home, Private Motor Coach, and Fifth-Wheel Trailer

4.19.37        Recreational Vehicles that have a current license plate and registration attached to the Recreational Vehicle, may be used as temporary vacation dwellings allowed on vacant land in the Agriculture-1 and Environmentally Sensitive Areas, provided;

1. Owners must demonstrate a permanent primary residence in another location.
2. Permit shall be for the use of the owner(s) of the property. No commercial or rental use.
3. Occupancy is limited to 6 months in a calendar year.
4. Property is limited to (1) RV site. No other RV's may be connected or stored on the permitted site.
5. RV must obtain permits for and be connected to Septic, Potable Water, and Electrical Service.
6. RV permit shall be renewed on an annual basis. RV permit and any subsequent renewal shall be posted in a weatherproof housing at the electrical service for follow-up inspections.
7. RV's shall remain road-ready and attached to utilities by quick disconnects. No blocking or removal of axles.
8. RV permit shall become void when a residential dwelling unit is placed on the property.
9. If a property with an existing RV permit issued prior to February 21, 2023 is found to be in Code Violation, any previous RV permit issuance shall become void. The property owner shall obtain a new RV permit and be subject to all requirements of this section.

Recreational Vehicles may be occupied for short-term durations while visiting family or friends, not to exceed fourteen (14) days when visiting premises that provide adequate toilet facilities.

Except as provided in these Land Development Regulations, it shall be unlawful to occupy, live in, dwell in or reside in any recreational vehicle in the County.

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF SUWANNEE COUNTY, FLORIDA, AMENDING THE SUWANNEE COUNTY LAND DEVELOPMENT REGULATIONS, AS AMENDED, PURSUANT TO AN APPLICATION, LDR 23-01, BY THE BOARD OF COUNTY COMMISSIONERS; PROVIDING FOR AMENDING A PORTION OF SECTION 2.1 ENTITLED DEFINITIONS BY ADDING A DEFINITION FOR RECREATIONAL VEHICLE AND DELETING SECTION 4.19.37 IN ITS ENTIRETY, AND REPLACING IT WITH NEW STANDARDS; PROVIDING SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Section 125.01, Florida Statutes, as amended, empowers the Board of County Commissioners of Suwannee County, Florida, hereinafter referred to as the Board of County Commissioners, to prepare, adopt and enforce land development regulations;

WHEREAS, Sections 163.3161 through 163.3248, Florida Statutes, as amended, the Community Planning Act, requires the Board of County Commissioners to prepare and adopt regulations concerning the use of land and water to implement the Comprehensive Plan;

WHEREAS, an application for an amendment, as described below, has been filed with the County;

WHEREAS, the Planning and Zoning Board of Suwannee County, Florida, hereinafter referred to as the Planning and Zoning Board, has been designated as the Local Planning Agency of Suwannee County, Florida, hereinafter referred to as the Local Planning Agency;

WHEREAS, pursuant to Section 163.3174, Florida Statutes, as amended, and the Land Development Regulations, the Planning and Zoning Board, serving also as the Local Planning Agency, held the required a public hearing, with public notice having been provided, on said application for an amendment, as described below, and at said public hearing, the Planning and Zoning Board, serving also as the Local Planning Agency, reviewed and considered all comments received during said public hearing concerning said application for an amendment, as described below, and recommended to the Board of County Commissioners approval of said application for amendment, as described below;

WHEREAS, pursuant to Section 125.01, Florida Statutes, as amended, the Board of County Commissioners, held the required public hearings, with public notice having been provided, on said application for an amendment, as described below, and at said public hearings, the Board of County Commissioners reviewed and considered all comments received during said public hearings, including the recommendation of the Planning and Zoning Board, serving also as the Local Planning Agency, concerning said application for an amendment;

WHEREAS, the Board of County Commissioners has determined and found that a need and justification exists for the approval of said application for an amendment, as described below;

WHEREAS, the Board of County Commissioners has determined and found that approval of said application for an amendment, as described below, is consistent with the purposes and objectives of the comprehensive planning program and the Comprehensive Plan;

WHEREAS, the Board of County Commissioners has determined and found that approval of said application for an amendment, as described below, will further the purposes of the Land Development Regulations and other ordinances, regulations, and actions designed to implement the Comprehensive Plan; and

WHEREAS, the Board of County Commissioners has determined and found that approval of said application for an amendment, as described below, would promote the public health, safety, morals, order, comfort, convenience, appearance, prosperity or general welfare.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF SUWANNEE COUNTY, FLORIDA, AS FOLLOWS:

Section 1. Pursuant to an application, LDR 23-01, by the Board of County Commissioners, to amend the text of the Land Development Regulations, Section 2.1 entitled definitions, is hereby amended to read, as follows:

Recreational Vehicle. A unit primarily designed as temporary living quarters for recreational, camping, or travel use, which either has its own motive power or is mounted on or drawn by another vehicle. Recreational Vehicles must comply with the length and width provisions of s. 316.515 Florida Statutes, as amended. The term Recreational Vehicle shall include; Travel Trailer, Camping Trailer, Truck Camper, Motor Home, Private Motor Coach, and Fifth-Wheel Trailer

And, Section 4.19.37 is hereby amended to read, as follows:

4.19.37 Recreational Vehicles that have a current license plate and registration attached to the Recreational Vehicle, may be used as temporary vacation dwellings allowed on vacant land in the Agriculture-1 and Environmentally Sensitive Areas, provided:

1. Owners must demonstrate a permanent primary residence in another location.
2. Permit shall be for the use of the owner(s) of the property. No commercial or rental use.
3. Occupancy is limited to 6 months in a calendar year.
4. Property is limited to (1) RV site. No other RV's may be connected or stored on the permitted site.
5. RV must obtain permits for and be connected to Septic, Potable Water, and Electrical Service.
6. RV permit shall be renewed on an annual basis. RV permit and any subsequent renewal shall be posted in a weatherproof housing at the electrical service for follow-up inspections.
7. RV's shall remain road-ready and attached to utilities by quick disconnects. No blocking or removal of axles.
8. RV permit shall become void when a residential dwelling unit is placed on the property.
9. If a property with an existing RV permit issued prior to February 21, 2023 is found to be in Code Violation, any previous RV permit issuance shall become void. The property owner shall obtain a new RV permit and be subject to all requirements of this section.

Recreational Vehicles may be occupied for short-term durations while visiting family or friends, not to exceed fourteen (14) days when visiting premises that provide adequate toilet facilities.

Except as provided in these Land Development Regulations, it shall be unlawful to occupy, live in, dwell in or reside in any recreational vehicle in the County.

Section 2. Severability. If any provision or portion of this ordinance is declared by any court of competent jurisdiction to be void, unconstitutional or unenforceable, then all remaining provisions and

portions of this ordinance shall remain in full force and effect.

Section 3. Conflict. All ordinances or portions of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. Effective Date. Pursuant to Section 125.66, Florida Statutes, as amended, a certified copy of this ordinance shall be filed with the Department of State by the Clerk of the Board of County Commissioners within ten (10) days after enactment by the Board of County Commissioners. This ordinance shall become effective upon filing of the ordinance with the Department of State.

Section 5. Authority. This ordinance is adopted pursuant to the authority granted by Section 125.01, Florida Statutes, as amended, and Sections 163.3161 through 163.3248, Florida Statutes, as amended.

PASSED UPON FIRST READING on this \_\_\_\_\_ day of \_\_\_\_\_ 2023.

PASSED AND DULY ADOPTED, in regular session with a quorum present and voting, by the Board of County Commissioners this \_\_\_\_\_ day of \_\_\_\_\_ 2023.

Attest:

BOARD OF COUNTY COMMISSIONERS  
OF SUWANNEE COUNTY, FLORIDA

\_\_\_\_\_  
Barry A. Baker, County Clerk

\_\_\_\_\_  
Franklin White, Chairman

## **Agenda Item No.**

Presentation of FEMA Flood Risk Review. (Troy Roberts,  
Suwannee River Water Management District)

## **Agenda Item No.**

Update on County projects. (Greg Bailey, NFPS, Inc.)

# **Agenda Item No.**

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**Item:**

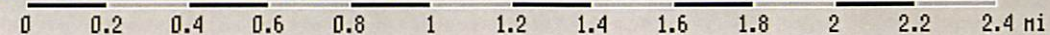
Disposal of surplus property

**Description:**

County-owned property I.D. 13-05S-14E-03403-040010 (co. Record No. 56).

**Requested Action:**

- 1) Declare the subject 1.10-acre parcel as surplus.
- 2) Establishing a sale price of surplus property



**Suwannee County Property Appraiser** Ricky Gamble | Live Oak, Florida | 386-362-1385

LEG LOTS 1-6 & 23 & 24 BLK 4 NORTHEAST SUWANNEE HEIGHTS ORB 2115 P 274 ESCHEATMENT TAX DEED YR 2020

**SUWANNEE COUNTY BOARD OF COUNTY COMMISSIONERS**

Owner: 13150 80TH TER  
LIVE OAK, FL 32060

Site: ,  
Sales 5/1/2019  
Info 8/1/2006

2023 Working Values			
Mkt Lnd	\$8,000	Appraised	??
Ag Lnd	\$0	Assessed	\$8,000
Bldg	\$0	Exempt	\$8,000
XFOB	\$0	Total	
Just	??	Taxable	\$0

**NOTES:**



**Suwannee County, FL**

The information on this website was derived from data which was compiled by the Suwannee County Property Appraiser Office solely for the governmental purpose of property assessment. This information should not be relied upon by anyone as a determination of the ownership of property or market value. No warranties, expressed or implied, are provided for the accuracy of the data herein, it's use, or it's interpretation. Although it is periodically updated, this information may not reflect the data currently on file in the Property Appraiser's office.

## CHAIRMAN CALLS FOR ADDITIONAL AGENDA ITEMS.



1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_
4. \_\_\_\_\_  
\_\_\_\_\_

# **PUBLIC CONCERNS AND COMMENTS**



# **ADMINISTRATOR'S COMMENTS AND INFORMATION**



# **BOARD MEMBERS' INQUIRIES, REQUESTS AND COMMENTS**

