

**SUWANNEE COUNTY BOARD OF COUNTY COMMISSIONERS
EXHIBITION II BUILDING
1302 SOUTHWEST 11TH STREET
LIVE OAK, FLORIDA 32064**

TENTATIVE AGENDA FOR MAY 21, 2024, AT 5:30 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 the 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 to address concerns regarding all items on the consent agenda. (Filling out of Comment Card required, and forward to Chairman or County Administrator.)
- 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 to address concerns regarding all items on the agenda. (Filling out of Comment Card required, and forward to Chairman or County Administrator.)
- For general updates or questions regarding County business, contact the County Administrator during regular business hours at (386) 364-3400.

APPROVAL OF MINUTES:

1. a) May 7, 2024 – Regular Meeting
b) May 11, 2024 – Emergency Meeting

PUBLIC CONCERNS AND COMMENTS:

CONSENT:

2. Approval of payment of processed invoices.
3. Approval of Change Order No. 3 with Curt's Construction, Inc. for a decrease in the amount of \$16,139.56 due to new estimated embankment and asphalt quantities on the Suwannee River Greenway at Branford SunTrail project – funded by FDOT.
4. Approval to hold the June 4, 2024, regularly scheduled Board meeting at Live Oak City Hall, 101 White Avenue S.E., Live Oak, Florida 32064, due to city elections. The meeting will begin at 5:30 p.m.

5. Approval of renewal of resolution declaring the Local State of Emergency due to the severe thunderstorm in Suwannee County.
6. Approval of appointments to Value Adjustment Board; two (2) County Commissioners as regular members, one (1) County Commissioner as alternate, one (1) citizen as regular member, and one (1) citizen as alternate.
7. Adoption of a resolution designating that portion of I-10 lying within Suwannee County as "Tuskegee Airmen Memorial Highway."
8. Award RFP 2024-12 Motor Graders to the lowest qualified respondent, Ring Power Corporation, for two (2) Caterpillar 140s and six (6) Caterpillar 120s for an annual lease amount of \$532,556.46. Budgeted items.

CONSTITUTIONAL OFFICERS ITEMS:

STAFF ITEMS:

COMMISSIONERS ITEMS:

COUNTY ATTORNEY ITEMS:

CONSULTANT ITEMS:

GENERAL BUSINESS:

9. Discuss, with possible Board action, county holidays.
10. **Additional Agenda Items.** The Chairman calls for additional items.
11. Administrator's comments and information.
12. Board Members Inquiries, Requests, and Comments.

5:30 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 Travis Land and Commissioner Don Hale; Commissioner Maurice Perkins; Commissioner Leo Mobley; and Commissioner Franklin White. Clerk Finance Director Keith Gentry; Eric Musgrove and Logan Woods, Deputy Clerks; Greg Scott, County Administrator; and Adam Morrison, County Attorney, were also present.

Chairman Land called the meeting to order at 5:32 p.m. and asked Commissioner Hale to lead the invocation and Commissioner White to lead the 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 April 16, 2024 regular meeting.

Commissioner White moved to approve the minutes of the April 16, 2024 regular meeting.

Commissioner Hale seconded, and the motion carried unanimously.

PUBLIC CONCERNS AND COMMENTS:

Mrs. Roberta Thomas, 12467 SR 51, discussed poultry farms and deed restrictions that were briefly mentioned at the previous meeting. She suggested that the Board address the issue so that poultry houses were not placed on properties that had previously not had them, especially in subdivisions.

County Attorney Morrison stated that there were two pending applications for poultry farms of which he had some legal questions that had been withdrawn from today's meeting. He added that Mrs. Thomas' issues should probably be addressed through the courts, as the County could only determine if poultry houses complied with the County's Land Development Regulations (LDRs) using rigid guidelines.

Mr. Robert Ford, 8896 135th Loop, noted his connection with the McCray family of Newburn and discussed his attempts to have the Veterans' Administration (VA) provide a headstone for Gus McCray. He publicly commended the County's Veterans' Affairs Officer, Lee Abersold, for his help.

Mr. Steve Fontana, 21181 44th Street, stating that the American Patriots of Live Oak would be holding a public forum for those running for office.

Mr. Kenneth Beasley (address not given) submitted a request to the Board asking that they establish Juneteenth as a holiday for County employees.

The Board would place the item on the agenda for the next regular meeting.

Mrs. Nancy Seale, 9886 CR 136, Dowling Park, discussed her many years in Suwannee County and concern about recent choices made by the County Commission, believing that they were made illegally. She asked that the Board reverse the ruling regarding the RV park in Dowling Park.

Mrs. Eliza Fennimore, 21992 CR 250, Dowling Park, stated that she opposed the Board's approval of the RV park in Dowling Park and then discussed the Board's recent decisions in further detail.

PROCLAMATIONS AND PRESENTATIONS:

The second item on the agenda was a presentation on Florida Blue ProShare.

Mr. J.D. Curls and Mr. Tyson Johnson, Gallagher Insurance, discussed the insurance renewal history of the County, noting the small (2%) increase in County insurance costs for the past ten years. The County had also received a refund of \$166,707 in surplus expenses for the past two years (2021-2023).

The third item on the agenda was a presentation of the new Economic Development video.

Economic Development Director Jimmy Norris and Marketing Coordinator Charissa Setzer presented the new economic development video and discussed the history of and groundbreaking ceremony for the 215,000 square foot Wave Armor building at the Catalyst Site the previous week.

The Board thanked Mr. Norris and Mrs. Setzer for their economic work in Suwannee County.

CONSENT:

Chairman Land noted that the Disposition Request Number on Item 6 was actually 45, not 25B.

The fourth item on the agenda was to approve payment of \$5,634,920.59 in processed invoices.

The fifth item on the agenda was adoption of a resolution proclaiming May 25, 2024, as “Family Abduction Awareness Day”. **(Resolution No. 2024-34)**

The sixth item on the agenda was approval of the destruction of County Records that have met their retention period as required in Section 28.31 of the Florida Statutes, Disposition Request No. 45.

The seventh item on the agenda was approval of an agreement with the Florida Department of Transportation (FDOT) in the amount of \$6,800,000 for construction and construction engineering and inspection of the widening/resurfacing of existing lanes on CR 49 from CR 252 to US 90, and adoption of an enabling resolution. **(Agreement No. 2024-62 and Resolution No. 2024-35)**

The eighth item on the agenda was approval of Supplemental Agreement No. 1 with the Florida Department of Transportation (FPN 438221-1-54-01 and 54-02) to add additional funds in the amount of \$352,769 for construction, construction engineering, and inspection for the resurfacing of 76th Street from US 90 to River Road and the adoption of an enabling resolution. **(Agreement No. 2023-58-01 and Resolution No. 2024-36)**

The ninth item on the agenda was approval of a modification to the Assignment and Assumption Agreement and Conditional License Agreement with APTIM and the Spirit of Suwannee Music Park. **(Agreement No. 2023-93-02)**

The tenth item on the agenda was approval of and authorization for the Chairman to execute an agreement with OTM Cyber for cybersecurity for a three-year term. Budget impact: \$15,060 per year to

be paid with specific disbursement from the Florida Emergency Communications Board. **(Agreement No. 2024-63)**

The eleventh item on the agenda was approval of a supplemental agreement with North Florida Professional Services, Inc. for architectural/engineering services for the redesign of the multi-purpose building for the CDBG-CV grant. Budget impact: \$15,000 to be paid from the grant. **(Agreement No. 2022-72-01)**

The twelfth item on the agenda was acceptance of the E911 System Yearly Maintenance Service Grant in the amount of \$73,826.88, including the Chairman's signature and consent to process invoices totaling the same. **(Agreement No. 2024-64)**

The thirteenth item on the agenda was authorization to separate Clerk of the Court and Board of County Commissioners employees when reporting to the Florida Department of Management Services, Division of Retirement, effective May 1, 2024.

The fourteenth item on the agenda was authorization to advertise for Request for Qualifications for an Airport Engineering Consultant.

The fifteenth item on the agenda was to award Bid No. 2024-05 to the highest responsive bidder, Big Bend Timber Services, LLC, for harvesting/timber sale on Parcel 34-01S-12E-09799-001000; bids were opened April 2, 2024.

The sixteenth item on the agenda was to award Bid No. 2024-04 to the lowest responsive bidder, Adam Boyd Bobcat Services, Inc. for clearing and grubbing; bids were opened on April 2, 2024. Budget impact: \$180,000 to be funded from line 001-1110-511-6300-01. **(Agreement No. 2024-65)**

The seventeenth item on the agenda was to reappoint Jeff Lee and Matthew Pennington to the Live Oak, Suwannee County Recreation Board for their respective four-year terms.

Commissioner Perkins moved to approve consent items 4-17. Commissioner Hale seconded, and the motion carried unanimously.

TIME-SPECIFIC ITEMS:

County Attorney Morrison noted that after further discussions with the landowners, they had decided to withdraw their petitions.

The eighteenth item on the agenda was at 5:35 p.m., or as soon thereafter as the matter could be heard, to hold a public hearing to consider Special Permit Request No. SP-24-04-01 by Gabriel La Rosa and Ana Fernandez to be granted a special permit under Section 14.6 of the Suwannee County Land Development Regulations for Intensive Agriculture to construct (10) poultry houses on property zoned Agriculture-1 (A-1).

This petition was withdrawn.

The nineteenth item on the agenda was at 5:35 p.m., or as soon thereafter as the matter could be heard, to hold a public hearing to consider Special Permit Request No. SP-24-04-02 by Inalvis Hernandez to be granted a special permit under Section 14.6 of the Suwannee County Land Development Regulations for Intensive Agriculture to construct (8) poultry houses on property zoned Agriculture-1 (A-1).

This petition was withdrawn.

CONSITUTIONAL OFFICERS ITEMS:

Sheriff Sam St. John thanked the public for their thoughts and prayers regarding his father's death.

STAFF ITEMS:

Mr. Jason Furry, Parks and Recreation Director, thanked Mr. Norris for his work with Economic Development and also thanked Fire Rescue for their help with the Wave Armor groundbreaking ceremony.

He updated the Board on various projects, including the Greenway Trail, boat ramp upgrades to Charles Springs, upcoming demolition of the ConFletWorth Building at the Coliseum, Royal Springs upgrades, an RFQ for a master site plan, the possibility of taking ownership of Telford Springs, Falmouth Springs, and Suwannee Springs properties, renovations at Exhibition 2 at the Coliseum, upcoming summer programs and tournaments, a Florida Department of Transportation (FDOT) summit at the Coliseum, a new LED sign at the Sportsplex, and the upcoming ability to read credit cards at the various parks.

COUNTY ATTORNEY ITEMS:

County Attorney Morrison asked the Board for their interest in updating the County's personnel policy to accommodate employees who took prescription drugs that could impair their ability to operate heavy machinery. Other counties provided accommodations for such prescriptions, with the caveat that the employee would inform their supervisor of prescription usage. If an employee did not provide the information, then they could be liable, up to firing, if an accident occurred.

Some discussion ensued on the usage of marijuana since it was now legal with a prescription for medical purposes. County Attorney Morrison clarified that an employee with a medical marijuana prescription would not violate the policy.

The Board agreed to allow County Attorney Morrison to work on an amendment to the County's Personnel Policy to allow for prescription drug use.

County Attorney Morrison noted that the County had received a lawsuit against the Spirit of the Suwannee and the County from someone who had been injured while using the temporary housing at Spirit of the Suwannee placed there because of home damage from Hurricane Idalia. He noted that a lawsuit had also been filed against the County regarding the RV Park in Dowling Park, and he had filed a motion stating that the lawsuit had been untimely filed; the hearing for it would be soon. County Attorney

Morrison discussed PACE Program loans for repairs to homes and that it was the County's turn to provide a member to the Board, if the Board so chose, or else be placed back in rotation for another time.

Some discussion ensued on the PACE loans, and it was noted that the mortgage payments were added to the tax bills and collected by the Tax Collector; if a person did not pay, they lost their home. There were other unfortunate side effects of using the PACE loans.

By consensus, the Board agreed to pass on the opportunity to serve on the PACE Board.

County Attorney Morrison mentioned vacant properties in Branford and asked Commissioner White to discuss the issue in further detail.

Commissioner White mentioned that the four properties were next to the Branford Public Works, and could be used for County purposes, especially if the Town of Branford closed the road between them.

Chairman Land noted that the County already used the properties to park County vehicles.

County Attorney Morrison stated that the price for the properties was \$45,000.

Discussion ensued on the properties, and it was again noted that the County was already using part of the property for parking.

Commissioner Mobley moved to allow the Chairman and County Attorney to execute a contract for Lots 1, 2, 3, and 14 of Block E of the Town of Branford for \$45,000 after a due diligence period for an appraisal and survey. Commissioner White seconded, and the motion carried unanimously.

County Attorney Morrison thanked Commissioner Mobley for the invitation to attend a Fair Board meeting the previous week and for all that he had learned about what they did throughout the year.

COMMISSIONERS ITEMS:

Commissioner Hale noted that several years before, he had helped to create a Lower Withlacoochee Advisory Board due to sewage leaks from the City of Valdosta, Georgia that had

contaminated the Withlacoochee and Suwannee Rivers. The Advisory Board had become inactive after upgrades had been made to Valdosta's sewer plant, but recently there had been more leaks. The Advisory Board was being reactivated to discuss with the problem with Valdosta.

By consensus, the Board authorized the reactivation of the Lower Withlacoochee Advisory Board to address sewage leakage from the City of Valdosta.

Commissioner Perkins reiterated to those who might not had been present earlier that the Board would be placing the issue of Juneteenth as a County holiday on the next regular meeting for discussion.

CONSULTANT ITEMS

There were none.

GENERAL BUSINESS:

The twentieth item on the agenda was to discuss, with possible Board action, litter pick-up.

County Administrator Scott noted that the lowest bid for litter pick-up was from Fuller's Lawn Care for \$96,250 for 3 ½ cycles per year. If the Board approved the contract, he would also continue to use inmates and staff to address the worst areas.

Discussion ensued about the possibility of having the lawn company come through the County 4 times per year instead of 3 ½ times.

Commissioner White moved to approve the bid (for Bid No. 2024-10) from Fuller's Lawn Care for 4 cycles per year, with the details and final cost to be worked out by the County Attorney and County Administrator at the same price per cycle as their quote for 3 ½ cycles. Commissioner Perkins seconded, and the motion carried unanimously. (See Agreement No. 2024-66)

The twenty-first item on the agenda was Additional Agenda Items.

There were none.

The twenty-second item on the agenda was Administrator's comments and information.

County Administrator Scott updated the Board on staff customer service training, new employee training, upcoming public meetings on the US 129/Interstate I-10 interchange with FDOT to address additional traffic lights and traffic flow, and streamlining staff functions and positions, which might include moving County Administration back into the downtown Live Oak area.

The Board agreed to allow County Administrator Scott to continue reviewing the streamlining of County staff positions, including the possibility of moving County Administration back downtown.

County Administrator Scott thanked his staff for their participation in honoring the memory of a long-time County employee who had recently passed away.

Chairman Land asked about striping of several roads. County Administrator Scott replied that it was in the works.

Commissioner White asked about the solid waste decals and ways to provide more per family.

Discussion ensued about providing more decals, providing a driver's license-type card that was carried in a wallet for ease of use, and of the purpose behind the decals in the first place being to reduce outside garbage drop-offs and non-paying customers.

County Attorney Morrison suggested that the Board simply provide more decals at cost for those citizens who had more than two vehicles, after bringing proof of ownership.

Mr. Richard Schneider, 29th Road, Branford, agreed with the idea of showing registration for more decals as needed.

Mrs. Seale stated that the operators at the Dowling Park solid waste collection site knew the local citizens and there were very few problems, even when driving another vehicle that did not have the decal.

The Board requested that County Administrator Scott contact surrounding counties to learn how they provided decals.

The twenty-third item on the agenda was Board Members' inquiries, requests, and comments.

Commissioner Mobley thanked everyone for attending the meeting and noted the passing of Mr. Earl Mills, 103-year-old WWII veteran.

Commissioner Perkins thanked the public for attending and County staff for their work.

Commissioner Hale thanked the employees for their hard work and thanked Mr. Robert Ford for his invitation to the Voters' League.

Commissioner White asked to remember the family of a recently deceased County employee. He thanked County Administrator Scott for providing fill dirt for a welding shop addition to one of the Branford schools.

Chairman Land asked for the public to remember the families of those who had recently passed. He also thanked County staff for their work.

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

There being no further business to discuss, the meeting adjourned at 7:29 p.m.

ATTEST:

_____, DC
BARRY A. BAKER
CLERK OF THE CIRCUIT COURT

TRAVIS LAND, CHAIRMAN
SUWANNEE COUNTY BOARD OF
COUNTY COMMISSIONERS

9:00 a.m.

The Suwannee County Board of County Commissioners met on the above date and time for an emergency meeting and the following were present: Vice-Chairman Franklin White; Commissioner Don Hale; Commissioner Maurice Perkins; and Commissioner Leo Mobley. Chairman Travis Land attended telephonically. Deputy Clerks Eric Musgrove and Logan Woods; County Administrator Greg Scott; and State Senator Corey Simon were also present.

Vice-Chairman White called the meeting to order at 9:00 a.m.

The first item on the agenda was declare a Local State of Emergency due to the severe thunderstorm that struck Suwannee County on May 10, 2024.

Commissioner Hale moved to declare a Local State of Emergency due to the severe thunderstorm that struck Suwannee County on May 10, 2024. Commissioner Perkins seconded, and the motion carried unanimously. (Resolution No. 2024-37)

County Administrator Scott discussed the waiving of fees for electrical hookup and roofing repairs due to damage from the severe weather.

Commissioner Hale moved to waive electrical and roofing permit fees for storm-related damage for 60 days. Commissioner Perkins seconded, and the motion carried unanimously.

County Administrator Scott discussed debris from the storm, noting that it could take 3-4 weeks for the County to remove it if all other jobs were postponed. He noted that the County could also hire contractors to help with the work, but added that there had not been enough damage to receive Federal reimbursement for the work.

Discussion ensued on the issue of debris. It was determined that unlike recovery from Hurricane Idalia, only rights-of-way would be cleared. The worst of the storm damage seemed to be in the northwest

and west portions of the County, but damage was widespread. The County would revisit the possibility of using contractors for cleanup the following week.

Senator Corey Simon noted that State agencies such as the Division of Forestry were available for assistance but would only provide “cut and toss” work.

Discussion ensued on work within the City of Live Oak using the Division of Forestry and it may be necessary to rent some heavy equipment to perform cleanup.

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

There being no further business to discuss, the meeting adjourned at 9:12 a.m.

ATTEST:

_____, DC
BARRY A. BAKER
CLERK OF THE CIRCUIT COURT

TRAVIS LAND, CHAIRMAN
SUWANNEE COUNTY BOARD OF
COUNTY COMMISSIONERS

Agenda Item No. 2

Approval of payment of processed invoices.

SUWANNEE

Parks & Recreation

EXECUTIVE SUMMARY

Objective:

To request the Board of County Commissioners to approve Change Order #3 for Curt's Construction, Inc. due to new estimated embankment and asphalt quantities on the Suwannee River Greenway at Branford SunTrail project.

Consideration:

The change order is due to pavement design modifications from 2" to 1.5", new estimated embankment and asphalt quantities.

This change order is a decrease in the quantities.

Change Order #3 is a decrease of \$16,139.56, making the total contract amount \$2,921,780.09.

Budget Impact – paid for with FDOT funds.

Recommendation:

Suwannee Parks & Recreation respectfully requests the Suwannee County Board of County Commissioners to approve Change Order #3 for Curt's Construction, Inc. due to new estimated embankment and asphalt quantities on the Suwannee River Greenway at Branford SunTrail project.

Respectfully submitted:

Dated: May 21, 2024

Jason Furry, CPRP
Parks & Recreation Director



Dewberry Engineers Inc. | 850.674.3300
20684 Central Avenue East | 850.644.3330 fax
Blountstown, FL 32424 | www.dewberry.com

May 7, 2024

Via Email at jmfurry@suwanneeparks.com

Jason Furry
Parks & Recreation Director
Suwannee County Board of County Commissioners
1201 Silas Dr
Live Oak, FL 32064

RE: Greenway Trail – Change Order #3

Mr. Furry:

During the construction process of the above referenced project, a need for additional earthwork quantities was identified. Dewberry presented the concerns to North Florida Professional Services (NFPS) for review. Based on their review a proposed changes to the plans were developed. These changes have been reviewed by FDOT and have been determined acceptable. Subsequently, Change Order #3 has been prepared for review and acceptance by FDOT, Suwannee County, and the contractor, Curt's Construction, Inc. A copy of the proposed Change Order, signed by the engineer of record and the contractor is attached to this correspondence. If approved by the BOCC, please return a signed copy to me, and we will provide a copy to FDOT for final signature. A fully signed document will then be returned to all parties.

If you have any questions or comments, please give me a call at 850.674.3300.

Sincerely,

A handwritten signature in blue ink, appearing to read "J. Ford", written over a light blue horizontal line.

Justin Ford, PE
Vice President

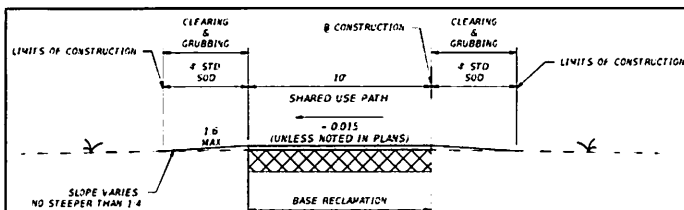
Date of Issuance:	Effective Date:
Owner: Suwannee County BOCC 13150 80th Terrace Live Oak, FL 32060	Owner's Contract No.: 2024-22
Contractor: Curt's Construction, Inc. 519 N W Crawford Ct White Springs, FL 32096	Contractor's Project No.:
Engineer: North FL Professional Services Inc. 1450 SW State Road 47 Lake City, FL 32025	Engineer's Project No.:
Project: Greenway Trail Improvements	Contract Name:

The Contract is modified as follows upon execution of this Change Order:

Description: The pavement design from STA 400+00 to 725+66.92 has been modified from 2" to 1.5". New estimated embankment quantity is 10,000 CY (increase of 7,372 CY @ \$23.47/CY). New asphalt quantity has been reduced to 6,229 TN (decrease of 1,040 TN @ \$182.41/TN). This change order also corrects a math error in the original bid by increasing the total contract amount by \$546.00, based on the sum of the individual unit prices.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: <u>\$ 2,960,478.41</u>	Original Contract Times: Substantial Completion: <u>260 days</u> Ready for Final Payment: _____ days or dates
[Increase] [Decrease] from previously approved Change Orders No. <u>1</u> to No. <u>2</u> : <u>\$ 22,558.76</u>	[Increase] [Decrease] from previously approved Change Orders No. <u>1</u> to No. <u>2</u> : Substantial Completion: <u>3 days</u> Ready for Final Payment: _____ days
Contract Price prior to this Change Order: <u>\$ 2,937,919.65</u>	Contract Times prior to this Change Order: Substantial Completion: <u>263 days</u> Ready for Final Payment: _____ days or dates
[Increase] [Decrease] of this Change Order: <u>\$ 16,139.56</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>0 days</u> Ready for Final Payment: _____ days or dates
Contract Price incorporating this Change Order: <u>\$ 2,921,780.09</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>263 days</u> Ready for Final Payment: _____ days or dates

RECOMMENDED:		ACCEPTED:		ACCEPTED:	
By: <u><i>Ryan Adams</i></u>	By: _____	By: <u><i>Dana Hayes</i></u>	Contractor (Authorized Signature)		
Engineer (if required)	Owner (Authorized Signature)	Vice President			
Title: <u><i>Transportation Director</i></u>	Title _____	Date: <u>5-3-24</u>			
Date: <u>5/7/24</u>	Date _____	:			
Approved by Funding Agency (if applicable)					
By: _____	Date: _____				
Title: _____					



TYPICAL SECTION #1
 STA 100+00 - STA 247+62

RECONSTRUCTION
 COMPOSITE RECLAIMED BASE, 6" THICK,
 WITH SUPERPAVE ASPHALTIC CONCRETE SP 12.5 (TRAFFIC A) (1.5')

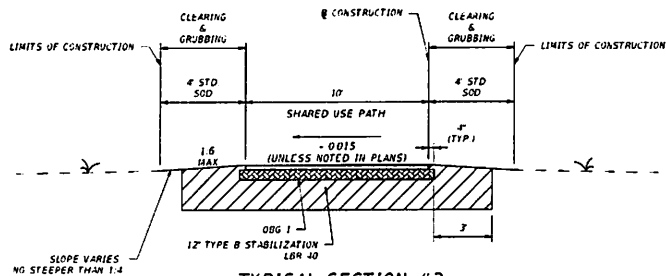
STA 247+62 - STA 725+66.92
 (LESS AREAS IN TYPICALS 2)

RECONSTRUCTION
 COMPOSITE RECLAIMED BASE, 6" THICK,
 WITH SUPERPAVE ASPHALTIC CONCRETE SP 12.5 (TRAFFIC A) (12')

BASE RECLAMATION NOTES

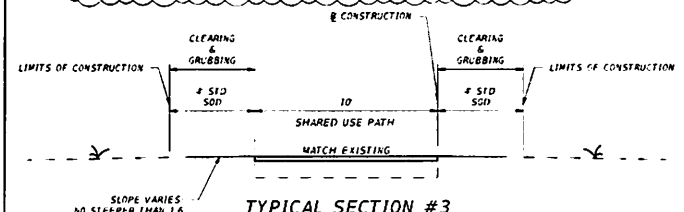
1. PLACE A 3" LIFT OF LINEROCK ACROSS THE PATH
2. MIX THE ENTIRE PATH WIDTH TO A DEPTH OF 6"
3. SHAPE AND COMPACT THE COMPOSITE BASE MATERIAL
4. PLACE SUPERPAVE ASPHALTIC CONCRETE OVER ENTIRE PATH SURFACE

NOTE:
 FROM STA 400+00 TO 725+67
 SUPERPAVE ASPHALTIC CONCRETE SP
 12.5 (TRAFFIC A) (1.5')



TYPICAL SECTION #2
 STA 187+47 TO 188+27
 STA 266+64 TO 267+14
 STA 351+46 TO 356+46.27
 STA 414+15.46 TO 418+03.87
 STA 451+13.97 TO 455+02.38
 STA 475+93.78 TO 481+58.82
 STA 483+34.08 TO 485+96.91
 STA 573+31.49 TO 576+76.45
 STA 614+71.32 TO 616+91.24
 STA 681+70.20 TO 683+73.34

NEW CONSTRUCTION
 OPTIONAL BASE GROUP 1 WITH
 SUPERPAVE ASPHALTIC CONCRETE SP 12.5 (TRAFFIC A) (12')



TYPICAL SECTION #3
 STA 247+62 TO 263+15.60

MILLING
 MILL 1" DEPTH AT EXISTING CROSS SLOPE

RESURFACING
 SUPERPAVE ASPHALTIC CONCRETE SP 9.5 (TRAFFIC A) (1')

- DESIGN NOTES**
1. DESIGN SPEED = 18 MPH
 2. THERE ARE SHORT SECTIONS OF THE TRAIL THAT ARE WIDER THAN 10' SEE PLAN SHEETS
 3. SOME AREAS WILL REQUIRE WORK ON THE PATH SHOULDER AND FRONT SLOPE REBUILD FRONTSLOPE AS REQUIRED SEE CROSS SECTIONS FOR DETAILS
 4. CLEAR & GRUB ALL TREE LIMBS AND SHRUBBERY AS REQUIRED TO PROVIDE A 7' HORIZONTAL CLEARANCE AND A 7' VERTICAL CLEARANCE

REVISIONS		DATE	DESCRIPTION	RYAN DOUGLAS ASMUS P.E. LICENSE NUMBER 66626 N.P.S. P.O. BOX 3023 LAKE CITY, FLORIDA 32056 CERTIFICATE OF AUTHORIZATION 29011	SUWANNEE COUNTY PARKS & RECREATION DEPARTMENT			SHEET NO. 4
DATE	DESCRIPTION				ROAD NO.	COUNTY	FINANCIAL PROJECT ID	
12/18/23	CHANGED PAVEMENT STATIFYING IN TYPICAL 1				GREENWAY TRAIL	SUWANNEE	442872-1	
04/30/24	CHANGED PAVEMENT DEPTH IN SPECIFIC AREA							

THE CAPITAL RECORD CO. HAS PRINTED THIS SHEET IN THE ELECTRONIC FILE FORMAT. ANY CHANGE TO THE ORIGINAL FILE WILL BE REFLECTED IN THIS SHEET.

Summary of Lump Sum Items						
Pay Item Number	Pay Item Description	Unit of Measure	Quantity		Design Notes	Construction Remarks
			P	F		
0101 1	Mobilization	LS	1			
0102 1	Maintenance of Traffic		1			

Summary of Erosion Control and Sediment Control Devices												
Pay Item Number	Pay Item Description	Unit of Measure	Quantity		Total Quantity		Alignment	Location			Design Notes	Construction Remarks
			P	F	P	F		Begin Station	End Station	Side		
0104 10 3	Sediment Barrier	LF	14,387				GREENWAY TRAIL	100+00.00	725+66.92	LT/RT		

SUMMARY OF CLEARING AND GRUBBING												
Pay Item Number	Pay Item Description	Unit of Measure	Quantity		Total Quantity		Alignment	Begin Station	End Station	Side	Design Notes	Construction Remarks
			P	F	P	F						
110 1 1	Clearing & Grubbing	AC	117				GREENWAY TRAIL	100+00.00	725+66.92	LT/RT		
110 4 10	Removal of Exist. Conc.	SY	196				GREENWAY TRAIL	475+93	481+58	LT		

SUMMARY OF EARTHWORK							
PAY ITEM NO.	PAY ITEM DESCRIPTION	CY	CY		DESIGN NOTES	CONSTRUCTION REMARKS	
			P	F			
0120 1	REGULAR EXCAVATION		244				
	TOTAL		244				
0120 6	EMBANKMENT		10,000				
	TOTAL		10,000				

REVISIONS			RYAN DOUGLAS ASHUS P.E. LICENSE NUMBER 66626 NPPS P.O. BOX 3823 LAKE CITY, FLORIDA 32056 CERTIFICATE OF AUTHORIZATION 29011	SUNWANNEE COUNTY PARKS & RECREATION DEPARTMENT			SUMMARY OF QUANTITIES	SHEET A0 501
DATE	DESCRIPTION	DATE		ROAD NO.	COUNTY	FINANCIAL PROJECT ID		
12/18/23	UPDATED EMBANKMENT QUANTITY		GREENWAY TRAIL	SUNWANNEE	442872-1			
04/15/24	UPDATED EMBANKMENT QUANTITY							

THE OFFICIAL RECORD OF THIS SHEET IS THE ELECTRONIC FILE INSTANTLY VIEWED AND PRINTED UNDER FILE # 81010-71004.PAC

SUWANNEE COUNTY

Administration

Executive Summary

Objective:

Approval to hold the June 4, 2024, regularly scheduled Board meeting at Live Oak City Hall, 101 White Avenue S.E., Live Oak, Florida 32064. The meeting will begin at 5:30 p.m.

Considerations:

Due to the city run-off election, the Supervisor of Elections has reserved the Judicial Annex for use.

Budget Impact:

N/A

Recommendation:

Staff respectfully requests the Suwannee County Board of County Commissioners approval to hold the June 4, 2024, regularly scheduled Board meeting at Live Oak City Hall, 101 White Avenue S.E., Live Oak, Florida 32064. The meeting will begin at 5:30 p.m.

Respectfully submitted,

Greg Scott,
County Administrator

Dated: May 21, 2024

SUWANNEE COUNTY

Administration

Executive Summary

Objective:

Approval of renewal of resolution declaring the Local State of Emergency due to the severe thunderstorm.

Considerations:

Suwannee County declared a Local State of Emergency on Saturday, May 11, 2024, due to Hurricane Idalia.

Section 252.38(3)(a), Florida Statute, empowers political subdivisions to declare a State of Local Emergency for a period of up to seven (7) days, which may be extended, as necessary, in seven-day increments.

Suwannee County suffered substantial damage from the severe thunderstorm and will need to continue renewing the LSE until Suwannee County has been repaired to pre-storm condition.

Budget Impact:

N/A

Recommendation:

Staff respectfully requests that the Suwannee County Board of County Commissioners approve the renewal of the resolution declaring the Local State of Emergency due to the severe thunderstorm.

Respectfully submitted,

Greg Scott,
County Administrator

Dated: May 21, 2024

RESOLUTION 2024 - _____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF SUWANNEE COUNTY, FLORIDA, DECLARING A LOCAL STATE OF EMERGENCY; AUTHORIZING AND DIRECTING THE SUWANNEE COUNTY EMERGENCY MANAGEMENT DIRECTOR TO TAKE WHATEVER PRUDENT ACTIONS AS MAY BE NECESSARY TO PROTECT THE HEALTH, SAFETY AND WELFARE OF THE RESIDENTS OF SUWANNEE COUNTY; WAIVING PROCEDURES AND FORMALITIES DURING THE PERIOD OF SUCH EMERGENCY PURSUANT TO THIS DECLARATION; APPOINTING COUNTY ADMINISTRATOR AS AUTHORIZED AGENT FOR THE COUNTY; AND AUTHORIZING REPAIRS TO PUBLIC AND PRIVATE ROADS TO ENSURE SAFE TRAVEL FOR THE CITIZENS OF SUWANNEE COUNTY.

WHEREAS, a severe thunderstorm struck Suwannee County on Friday, May 10, 2024. The severe thunderstorm caused significant damage to private and public property, critical infrastructure and the health and safety of the citizens of Suwannee County; and

WHEREAS, the severe thunderstorm caused damage to public and private roads via downed trees, erosion and other damage which compromises the life and property of citizens of Suwannee County; and

WHEREAS the damage caused by severe thunderstorm is still being processed and more than 83% of the citizens of Suwannee County remain without power and other critical resources/infrastructure; and

WHEREAS, Section 252.38(3)(a), Florida Statutes empowers political subdivisions to declare a State of Local Emergency for a period of up to seven (7) days, but may be extended, as necessary, in 7-day increments; and

WHEREAS, Governor Ron Desantis has issued Executive Order Number 24-94, which proclaim that a State Of Emergency exists in over 12 counties in Florida, including Suwannee County; and

WHEREAS, Section 252.38(3)(a), Florida Statutes empowers political subdivisions to waive the procedures and formalities otherwise required by law pertaining to:

1. Performance of public work and taking whatever prudent action is necessary to ensure the health, safety and welfare of the community;
2. Entering into contracts;
3. Incurring obligations;
4. Employment of permanent and temporary workers;
5. Utilization of voluntary workers;
6. Rental of equipment;
7. Acquisition and distribution with or without compensation of supplies, material and facilities; and
8. Appropriation and expenditure of public funds; and

WHEREAS, Section 501.160, Florida Statutes, prohibits price gouging in a declared State of Emergency.

BE IT THEREFORE RESOLVED by the Board of County Commissioners for Suwannee County, Florida, pursuant to Section 252.38(3)(a), Florida Statutes, as follows

Section 1. A State of Emergency exists in Suwannee County, Florida.

Section 2. The County's Emergency Management Director shall coordinate all emergency management activities as may be prudent and necessary to protect the health, safety and welfare of the residents of Suwannee County and all County agencies are directed to provide any assistance necessary under the authority of Florida Statute 252 and the Suwannee County Comprehensive Emergency Management Plan.

Section 3. The normal procedures and formalities required by law are hereby waived during the declared period of emergency, and any extension thereof, as they pertain to:

- a. Performance of public work and taking whatever prudent action is necessary to ensure the health, safety and welfare of the community;
- b. Entering into contracts;
- c. Incurring obligations;
- d. Employment of permanent and temporary workers;
- e. Utilization of voluntary workers;
- f. Rental of equipment;
- g. Acquisition and distribution with or without compensation of supplies, material and facilities; and
- h. Appropriation and expenditure of public funds.

Section 4. During the pendency of the state of emergency, the County Administrator is the authorized agent of the County and shall have full authority to execute any of the contracts or obligations contemplated by Section 3 on behalf of the County.

Section 5. During the pendency of the emergency the County shall repair roads in the county – be they public or private – as may be necessary to protect the life and property of the citizens of Suwannee County. Such expenditures serve a valid public purpose during the emergency by ensuring that Suwannee County citizens can safely travel throughout the county, but most importantly to their homes, businesses, and places of worship.

(REMAINDER OF PAGE LEFT INTENTIONALLY BLANK)

Section 7. This emergency declaration shall be in full force and effect from its adoption herein of:
Time: _____, Date: _____, 2024 and shall be valid for seven (7) days unless extended.

ADOPTED this _____ day of _____, 2024

**BOARD OF COUNTY COMMISSIONERS
SUWANNEE COUNTY, FLORIDA**

Travis Land
Chairman

Attest:

BARRY A. BAKER
Clerk of Court

SUWANNEE COUNTY

Administration

Executive Summary

Objective:

Approval of appointments to the Value Adjustment Board.

Considerations:

Five appointments need to be considered, two (2) County Commissioners as regular members, one (1) County Commissioner as an alternate, one (1) citizen as a regular member, and one (1) citizen as an alternate.

BOCC Regular Members:

Franklin White
Travis Land

BOCC Alternate:

Maurice Perkins

Citizen Member:

Betty Bracewell

Citizen Alternate:

Calvin B. (Bo) Hancock

Budget Impact:

N/A

Recommendation:

Respectfully request that the Suwannee County Board of County Commissioners approve the appointments to the Value Adjustment Board.

Respectfully submitted,

Greg Scott,
County Administrator

Dated: May 21, 2024

SUWANNEE COUNTY

County Attorney
Executive Summary

Objective:

Authorize that portion of I-10 lying within Suwannee County as "Tuskegee Airmen Memorial Highway."

Considerations:

- In February the legislature passed HB 389 which designates that portion of I-10 from the Alabama border to I-75 as the "Tuskegee Airmen Memorial Highway."
- The Florida Department of Transportation asks for a matching resolution of the affected counties to install signage.
- The County is obligated to comply as we are a subsidiary of the State of Florida.

Recommendation

Enact the proposed resolution designating that portion of I-10 lying within Suwannee County as "Tuskegee Airmen Memorial Highway."

-

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Adam Morrison", is written over the typed name.

Adam Morrison
County Attorney

A RESOLUTION DESIGNATING THAT PORTION OF INTERSTATE 10 THAT LIES IN SUWANNEE COUNTY, FLORIDA AS THE TUSKEGEE AIRMEN MEMORIAL HIGHWAY PURSUANT TO HOUSE BILL 389 AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Florida Legislature, in House Bill 389, designated that portion of Interstate 10 between the Alabama state line and Interstate 75 as “Tuskegee Airmen Memorial Highway;” and,

WHEREAS part of the designated section of Interstate 10 lies within Suwannee County; and,

WHEREAS, the Board of County Commissioners of Suwannee County, Florida joins with the legislature in memorializing the Tuskegee Airmen.

NOW, THEREFORE, BE IT RESOLVED that portion of Interstate 10 between the Alabama state line and Interstate 75, specifically the portion lying in Suwannee County, is designated as “Tuskegee Airmen Memorial Highway.”

BE IT FURTHER RESOLVED that the Florida Department of Transportation is authorized to erect any signage or other markers along Interstate 10 or any of its exits within Suwannee County recognizing the “Tuskegee Airmen Memorial Highway.”

THIS RESOLUTION SHALL BE EFFECTIVE upon its execution by the Chairman of the Board of County Commissioners.

PASSED AND DULY ADOPTED in regular session with a quorum present and voting, by the Board of County Commissioners this _____ day of _____, 2024.

Attest:

BOARD OF COUNTY COMMISSIONERS OF SUWANNEE COUNTY, FLORIDA

Barry A. Baker
County Clerk

Travis Land
Chairperson

SUWANNEE COUNTY

Administration Executive Summary

Objective:

To award RFP 2024-12 Motor Graders to lowest, qualified respondent, Ring Power Corporation.

Consideration

Solicitations were opened on May 7th, 2024.

Respondents were reviewed for all appropriate documents.

The Road Department is nearing the end of the lease period of 2 construction heavy and 6 light motor graders for grading roads which need to be replaced.

In submittals, respondents submitted prices based on single unit purchasing and annual lease costs, as well as eight graders for both heavy and light weight equipment with annual lease and purchasing costs.

Please see the following amounts in the tabulation page and price sheet.

Caterpillar 120 (light)

Single unit price for annual lease:	\$62,377.51
Price for six units for annual lease:	\$374,265.06
Purchase price per unit:	\$285,437.00
Purchase price for six units:	\$1,712,622.00

Caterpillar 140 (heavy)

Single unit price for annual lease:	\$79,145.70
Price for two units for annual lease:	\$158,291.40
Purchase price per unit:	\$318,213.00
Purchase price for two units:	\$636,426.00

Total for 2 heavy graders and 6 light graders for annual lease: \$532,556.46

Budget Impact

The current budget includes the lease amounts for these replacements.

Recommendation:

Staff respectfully requests the Suwannee County Board of County Commissioners to award for six light motor graders and two heavy motor graders to lowest qualified respondent, Ring Power Corporation for response to RFP 2024-12 Motor Graders.

Respectfully submitted,
Greg Scott,
County Administrator

Dated: May 21, 2024



Administration Services

13150 80th Terrace Live Oak, FL 32060

Greg Scott, County Administrator

Tabulation RFP 2024-12 Motor Graders Suwannee County, FL

Respondent	Make/Model	Quantity		Per Unit Purchase Price		Per Unit Annual Lease Price		Total Purchase Price	Total Annual Lease Price
		Smaller	Larger	Smaller	Larger	Smaller	Larger		
Beard Equipment	John Deere/620G	6		\$279,700.00		\$75,900.00		\$1,678,200.00	\$455,400.00
	John Deere/670G		2		\$309,000.00		\$83,800.00	\$618,000.00	\$167,600.00
Ring Power Corporation	Caterpillar/120	6		\$285,437.00		\$62,377.51		\$1,712,622.00	\$374,265.06
	Caterpillar/140		2		\$318,213.00		\$79,145.70	\$626,426.00	\$158,291.40
Linder Industrial Machinery	Komatso/GD655-7	8 – only submitted one size of equipment		\$282,899.00		\$69,307.00		\$2,263,192.00	\$554,456.00

The finance rate for each annual lease is listed below:

Beard Equipment: 7.99%

Ring Power Corporation: 4.75%

Inder Industrial Machinery: 6.99%

SUWANNEE COUNTY

County Attorney
Executive Summary

Considerations:

- Per the instructions of the BOCC, a proposed resolution recognizing June 19 as Juneteenth Day as a paid county holiday is attached.

Respectfully Submitted,



Adam Morrison
County Attorney

A RESOLUTION DESIGNATING “JUNETEENTH” AS A PAID COUNTY HOLIDAY; AMENDING THE SUWANNEE COUNTY PERSONNEL RULES AND REGULATIONS AND SETTING AN EFFECTIVE DATE

WHEREAS, Florida Statute § 683.21 recognizes June 19th as “Juneteenth Day” as a legal holiday in the State of Florida recognizing the day as the “traditional observance of the day slaves in Florida were notified of the Emancipation Proclamation;” and,

WHEREAS the statute authorizes the Governor to annually proclaim the significance of the day and urge public leaders around the state to honor the significance of the day; and,

WHEREAS, Juneteenth has been designated as a paid holiday in various counties throughout the State; and,

WHEREAS, Suwannee County desires to recognize the importance of Juneteenth by making it a paid county holiday.

NOW, THEREFORE, BE IT RESOLVED that June 19 is hereby designated as “Juneteenth Day” in Suwannee County Florida.

BE IT FURTHER RESOLVED, Juneteenth Day is hereby recognized as a holiday in Suwannee County, Florida.

BE IT FURTHER RESOLVED, that on Juneteenth Day all county offices, garbage collection sites and other facilities shall be closed in observance of the holiday.

BE IT FURTHER RESOLVED that if Juneteenth Day should fall on a Saturday or Sunday, Juneteenth Day shall be officially recognized the Monday following the weekend upon which Juneteenth Day falls.

BE IT FURTHER RESOLVED, that on Juneteenth Day shall be a paid holiday for all county employees.

BE IT FURTHER RESOLVED that the Suwannee County Personnel Rules and Regulations shall be updated to recognize Juneteenth Day as a paid county holiday.

(REMAINDER OF PAGE RESERVED)

SUWANNEE COUNTY RESOLUTION NO.: _____

This resolution shall become effective upon its passing by the Board of County Commissioners of Suwannee County, Florida.

PASSED AND DULY ADOPTED in regular session with a quorum present and voting, by the Board of County Commissioners this _____ day of _____, 2024.

Attest:

BOARD OF COUNTY COMMISSIONERS OF
SUWANNEE COUNTY, FLORIDA

Barry A. Baker
County Clerk

Travis Land
Chairperson

SUWANNEE COUNTY RESOLUTION NO.: _____

An employee scheduled to work a holiday who fails to work because of sickness or injury shall not receive holiday pay unless the absence is approved.

16.02 HOLIDAY PAY

- A. When a holiday falls on an employee's regularly scheduled work day, he/she shall receive their regular rate of pay for the un-worked holiday.
- B. When a holiday falls on an employee's regularly scheduled work day and said employee is requested by their department head to work, he/she shall be paid the same holiday compensation as their regular rate of pay for the regular number of hours routinely worked plus an additional 1 ½ times their regular rate of pay for each hour worked during the holiday.
- C. Section 7(k) scheduled employees in the Fire Rescue Services Department shall receive sixteen (16) hours of straight pay for the un-worked holiday and twenty-four (24) hours of additional straight time for a worked holiday.

(Revised: Resolution No. 2024-11, approved 11/7/2023)

16.03 HOLIDAY ON A LEAVE DAY

- A. When a holiday falls within an employee's scheduled and approved vacation, and the employee would otherwise be entitled to holiday pay, the employee shall receive holiday pay.
- B. If a holiday falls during a leave of absence without pay, the employee shall receive no holiday pay.

16.04 HOLIDAYS

The following days will be observed as holidays:

- New Year's Day
- Martin Luther King, Jr. Birthday
- Good Friday
- Memorial Day
- Independence Day
- Labor Day
- Veterans Day
- Thanksgiving Day and Friday following Thanksgiving
- Christmas Eve and Christmas Day

Memorial Day and Veterans Day will be observed on the days recognized by congressional act as legal holidays.

Except as provided herein, holidays occurring on Saturday will be observed on the Friday preceding the holiday, and holidays occurring on Sunday will be observed on the Monday following such holidays, unless otherwise directed by the Board.

(Revised: Resolution No. 2017-10, approved 11/15/2016 and Resolution No. 2017-32, approved 4/3/2017)

SECTION 17 SAFETY

17.01 SAFETY PRACTICES

The Board believes that safe working conditions for all its employees can be attached through the use of safety equipment, proper job instruction, a review of safety practices, and adequate supervision. To this end, the Board has adopted a comprehensive safety program by separate resolution of which all County employees must comply. The plan, when adopted, automatically became a part of these rules and regulations.

County

engaged in field or coast defense exercises or other training ordered under the provisions of the United States military or naval training regulations for such personnel when assigned to active duty; provided, however, that leave of absence is granted as a matter of legal right under the provisions of this section shall not exceed seventeen (17) days in any one (1) annual period; provided, further that leaves of absence for additional or longer periods of time without pay for assignment to duty with civilian conservation corps units or other functions of a military character may be granted in the discretion of the Board. Request for military leave shall be submitted in writing with a copy of the military orders attached thereto at least one (1) month (if possible) prior to the commencement date of the proposed leave. Employees will receive all benefits during the seventeen (17) day leave. However, only longevity benefits will continue for those leaves granted for longer periods of time, except as granted by the Board.

If you are a full-time employee and enlist or are drafted into the armed services for active duty, you will be granted a military leave of absence without pay for the initial enlistment. All rules of re-employment apply according to the uniformed services employment and re-employment rights act (USERRA). Please contact the County's Human Resource Office for information related to your rights and duties under USERRA.

23.07 VACATION LEAVE

A. ACCRUAL

Vacation leave shall accrue when an employee is working except that, when an employee is on vacation their normal rate of accrual will continue to be credited to them.

1. Regular, full-time employees: Vacation leave shall accrue in proportion to the amount of time worked computed on a base rate of 96 hours per year during the first ten (10) years of service, 120 hours per year for the next ten (10) years of service, and 160 hours per year thereafter.
2. Regular Part-time employees: Employees who work 20 hours or more per work week shall accrue annual leave in proportion to the amount of time worked computed on a base rate of 96 hours per year during the first ten (10) years of service, 120 hours per year for the next ten (10) years of service, and 160 hours per year thereafter.
3. Temporary and Casual employees: Vacation leave shall not be credited or granted to temporary or casual employees.
4. Shift Fire Rescue employees: Vacation leave shall accrue in proportion to the amount of time worked computed on a base rate of ten (10) hours per month during the first ten (10) years of service; fourteen (14) hours per month for the next ten (10) years of service; and eighteen (18) hours per month thereafter.

(Revised: Resolution No. 2016-59, approved 5/3/2016 and Resolution No. 2024-11, approved 11/7/2023)

B. ACCUMULATION

Vacation leave may be accumulated in excess of 400 hours during the year but may not exceed 400 hours as of January 1 of each year. All hours in excess of 400 will automatically convert to sick leave January 1 of each year.

C. ADVANCE OF VACATION LEAVE PROHIBITED

No employees shall be granted vacation leave unless the time granted shall have already accrued or will accrue during the vacation period.

D. REQUEST FOR VACATION

1. Tardiness will be treated as an unpaid leave of absence unless a Department Head and/or Supervisor at their sole discretion is convinced that circumstances warrant the use of annual leave.

Upon thirty years of continuous service employees shall be presented with a plaque by the Board of County Commissioners. The employee shall also be granted a one time only paid day off to be taken at the discretion of the employee's supervisor depending upon the daily operations of the Department.

23.08 SICK LEAVE

A. POLICY

Sick leave is not a right which employees may use at their discretion but rather, sick leave is to be used only when the appropriate conditions and requirements are satisfied.

B. ACCRUAL

Regular Full-time - Computed on a percentage of time worked using eight (8) hours per month as a base.

Regular Part-time - Computed on a percentage of time worked using eight (8) hours per month as a base.

Temporary, seasonal, or casual - No accrual.

Shift Fire Rescue Employees - Computed on a percentage of time worked using eleven (11) hours per month as a base.

C. ELIGIBLE AND INELIGIBLE USES

1. Personal sickness or disability of the employee or immediate family over which he has no control.
2. Legal quarantine because of exposure to contagious disease.
3. Medical, dental, or optical appointments, which cannot be arranged at any time other than during the employee's normal working hours.
4. Hospitalization, inpatient care, therapy, recovery from medical procedures.
5. Sick leave may not be used to postpone retirement.
6. Sick leave may not be used for vacations or other time off.
7. Sick leave may be used for follow-up appointments on a Workers Comp injury after an employee has been released to go back to work.

(Revised: Resolution No. 2016-59, approved 5/3/2016)

D. CERTIFICATE OF PHYSICIAN

The County may require an employee to establish a valid reason that an absence or tardiness was for a legitimate reason. Such proof, in the case of sickness or injury, may include the presentation of a medical doctor's excuse and/or completion of a County provided form by a medical/dental practitioner. Falsification of such documentation will result in termination.

E. REQUEST COMPENSATION FOR SICK LEAVE

To receive compensation when absent because of illness, the employee shall submit a request for paid leave form on or before returning to work.

F. DAILY REPORTING



Jennifer M. Kinsey
★ **SUPERVISOR OF ELECTIONS** ★

SUWANNEE COUNTY, FL

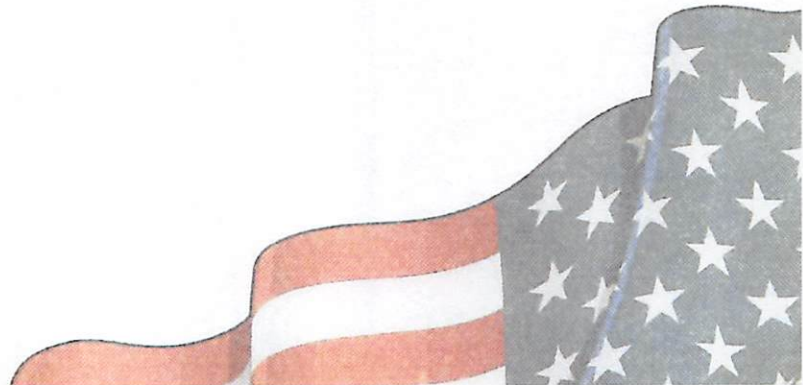
2024 SUWANNEE CONSTITUTIONAL OFFICERS HOLIDAY SCHEDULE

(pursuant to F.S. 110.117)

Monday, January 1, 2024	New Year's Day
Monday, January 15, 2024	Martin Luther King Day
Friday, March 29, 2024	Good Friday
Monday, May 27, 2024	Memorial Day
Thurs. & Fri., July 4 & 5, 2024	Independence Day
Monday, September 2, 2024	Labor Day
Monday, November 11, 2024	Veterans' Day
Thurs. & Fri., November 28 & 29, 2024	Thanksgiving Day
Tues. & Wed., December 24 & 25, 2024	Christmas Day
Wednesday, January 1, 2025	New Year's Day

The above dates conform with the State Holidays for 2024

(386) 362-2616
SUWANNEESOE@SUWANNEEVOTES.COM
302 PINE AVE SW, LIVE OAK FL 32064



Select Year: 2023 ▼

The 2023 Florida Statutes (including Special Session C)

[Title X](#)

[Chapter 110](#)

[View Entire Chapter](#)

PUBLIC OFFICERS, EMPLOYEES, AND RECORDS

STATE EMPLOYMENT

110.117 Paid holidays.—

(1) The following holidays shall be paid holidays observed by all state branches and agencies:

- (a) New Year's Day.
- (b) Birthday of Martin Luther King, Jr., third Monday in January.
- (c) Memorial Day.
- (d) Independence Day.
- (e) Labor Day.
- (f) Veterans' Day, November 11.
- (g) Thanksgiving Day.
- (h) Friday after Thanksgiving.
- (i) Christmas Day.

If any of these holidays falls on Saturday, the preceding Friday shall be observed as a holiday. If any of these holidays falls on Sunday, the following Monday shall be observed as a holiday.

(2) The Governor may declare, when appropriate, a state day of mourning in observance of the death of a person in recognition of service rendered to the state or nation.

(3) Each full-time employee is entitled to one personal holiday each year. Each part-time employee is entitled to a personal holiday each year which shall be calculated proportionately to the personal holiday allowed to a full-time employee. Such personal holiday shall be credited to eligible employees on July 1 of each year to be taken prior to June 30 of the following year. Members of the teaching and research faculty of the State University System and administrative and professional positions exempted under s. [110.205\(2\)\(d\)](#) are not eligible for this benefit.

History.—s. 20, ch. 79-190; s. 1, ch. 80-331; s. 1, ch. 88-63; s. 16, ch. 92-279; s. 55, ch. 92-326; s. 8, ch. 94-113; s. 5, ch. 96-399; s. 7, ch. 2022-4.

State

2024 HOLIDAY SCHEDULE

<u>HOLIDAY</u>	<u>DAY OBSERVED</u>	<u>DATE OBSERVED</u>
New Year's Day	Monday	January 1, 2024
Martin Luther King, Jr. Day	Monday	January 15, 2024
Memorial Day	Monday	May 27, 2024
Independence Day	Thursday	July 4, 2024
Labor Day	Monday	September 2, 2024
Veteran's Day	Monday	November 11, 2024
Thanksgiving Day	Thursday	November 28, 2024
Friday After Thanksgiving	Friday	November 29, 2024
Christmas Day	Wednesday	December 25, 2024
New Year's Day	Wednesday	January 1, 2025

CHAIRMAN CALLS FOR ADDITIONAL AGENDA ITEMS.



1. _____

2. _____

3. _____

4. _____

ADMINISTRATOR'S COMMENTS AND INFORMATION



BOARD MEMBERS' INQUIRIES, REQUESTS, AND COMMENTS

