

REGULAR MEETING  
MARCH 13, 2017  
9:00 A.M.

**BOOK 38 PAGE 173**

The Lafayette County Commission met on the above date and hour for a regular scheduled meeting. The meeting was held in the County Commissioner's meeting room in Mayo, Florida. The following members were present: Commissioner Lance Lamb, Dist. 1; Commissioner Thomas E. Pridgeon, Jr., Dist. 2; Commissioner Lisa Walker, Dist. 3; Commissioner Anthony Adams, Dist. 4; Commissioner Earnest L. Jones, Dist. 5; and Leenette McMillan-Fredriksson, County Attorney.

### **APPROVE THE MINUTES**

On a motion by Mr. Lamb and a second by Mr. Pridgeon, the Board voted unanimously to approve the minutes.

### **REQUEST TO PURCHASE ROAD DEPARTMENT EQUIPMENT**

Scott Sadler, Public Works Director, requested permission from the Board to purchase a 15' Bat Wing Mower and an A-Wing Mower for the Road Department. He will be purchasing one from the State Bid List, and the other one he wants to request to receive bids. On a motion by Mr. Pridgeon and a second by Mr. Adams, the Board voted unanimously to approve the purchase of the equipment.

### **REQUEST TO RENEW STATE EMS LICENSE**

On a motion by Mr. Lamb and a second by Mr. Pridgeon, the Board voted unanimously to approve a request from Marty Tompkins to renew the state EMS License.

### **RESOLUTION NO. 2017-03-01**

On a motion by Mr. Adams and a second by Mr. Lamb, the Board voted unanimously to have Mrs. McMillan-Fredriksson read Resolution No. 2017-03-01 by title only. On a motion by Mr. Adams and a second by Mrs. Walker, the Board voted unanimously to adopt the Resolution, designating South State Road 349 in Lafayette County as the "Joe Henry Anderson, Jr. Memorial Highway".

**RESOLUTION NO. 2017-03-04**

On a motion by Mr. Lamb and a second by Mr. Adams, the Board voted unanimously to have Mrs. McMillan-Fredriksson read Resolution No. 2017-03-04 by title only. On a motion by Mr. Adams and a second by Mr. Pridgeon, the Board voted unanimously to adopt the Resolution for the Department of Transportation's SCRAP Program on County Road 425.

**RESOLUTION NO. 2017-03-03**

On a motion by Mr. Lamb and a second by Mr. Pridgeon, the Board voted unanimously to have Mrs. McMillan-Fredriksson read Resolution No. 2017-03-03 by title only. On a motion by Mr. Pridgeon and a second by Mr. Lamb, the Board voted unanimously to adopt the Resolution for the Department of Transportation's SCRAP Program on County Road 405.

**SHIP LOCAL HOUSING ASSISTANCE PLAN**

On a motion by Mr. Lamb and a second by Mr. Pridgeon, the Board voted unanimously to approve the annual SHIP Local Housing Assistance Plan.

**SET PUBLIC HEARING DATE FOR ROAD CLOSING PETITION**

On a motion by Mr. Pridgeon and a second by Mr. Adams, the Board voted unanimously to set a Public Hearing date for a Road Closing Petition by Clyde Andrews for April 24, 2017 at 6:00 p.m.

**2016-2017 SPECIAL ASSESSMENT EXEMPTION REQUESTS**

The Board reviewed the 2016-2017 Special Assessment exemption requests from the Tax Collector's Office. On a motion by Mr. Lamb and a second by Mr. Pridgeon, the Board voted unanimously to set the poverty guidelines at \$9,500.00 for a single household and \$11,500.00 for a family household. On a motion by Mr. Adams and a second by Mr. Lamb, the Board voted unanimously to approve all individuals on the list that qualify under those guidelines.

**REQUEST FROM THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION**

The Board discussed a request from the Florida Department of Environmental Protection to adopt an ordinance for the Florida Springs and Aquifer Protection Act. On a motion by Mr. Adams and a second by Mr. Lamb, the Board voted unanimously to table this issue for Mrs. McMillan-Fredriksson to review the statute on this and make a recommendation back to the Board before action is taken on this.

**SECOND READING OF AN ORDINANCE TO AMEND THE COMPREHENSIVE PLAN**

The Board held a second reading of Ordinance No. 2017-03. After hearing no comment from the public, on a motion by Mr. Adams and a second by Mr. Lamb, the Board voted unanimously to adopt the Ordinance to amend the Lafayette County Comprehensive Plan.

**SECOND READING OF AN ORDINANCE FOR A MEDICAL MARIJUANA MORATORIUM**

The Board held a second reading of an Ordinance to impose a temporary moratorium on the operation of medical marijuana treatment centers and licensed dispensing organizations within Lafayette County. After taking public comments and hearing none, on a motion by Mr. Lamb and a second by Mr. Adams, the Board voted unanimously to adopt the Ordinance No. 2017-02.

**APPROVE THE BILLS**

On a motion by Mr. Pridgeon and a second by Mrs. Walker, the Board voted unanimously to approve the following bills:

General Fund - \$305,272.61  
Emergency 911 Fund - \$806.20

**RELEASE OF A SHIP LIEN FOR LACINDA O'STEEN**

On a motion by Mr. Adams and a second by Mr. Pridgeon, the Board voted unanimously to approve the execution of a Release of SHIP Lien from Lafayette State Bank on Lacinda O'Steen.

**LETTER FOR DERELICT VESSEL GRANT APPLICATION**

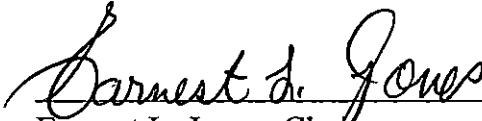
On a motion by Mr. Adams and a second by Mr. Lamb, the Board voted unanimously to approve a letter in support of a Derelict Vessel Grant Application.

**GRANT WORK PLAN FOR CR 300**

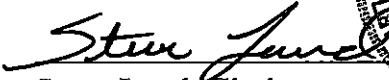
On a motion by Mr. Pridgeon and a second by Mr. Adams, the Board voted unanimously to approve the Grant Work Plan for the County Road 300 Flood Mitigation project.

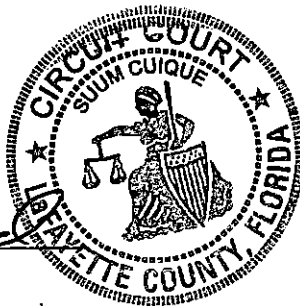
**ADJOURN**

On a motion by Mr. Adams and a second by Mr. Lamb, the Board voted unanimously to adjourn.

  
Ernest L. Jones, Chairman

Attest:

  
Steve Land, Clerk



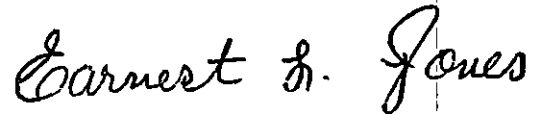
Approved this 27<sup>th</sup> day of March, 2017.

**AMENDED  
PUBLIC NOTICE**

**BOOK 38 PAGE 177**

The Lafayette County Commission will be holding a regular scheduled meeting on Monday, March 13, 2017 at 9:00 a.m. The meeting will be held in the County Commissioner's Meeting Room at the Lafayette County Courthouse in Mayo, Florida. Listed below is an agenda for the meeting.

By Order Of:



Earnest L. Jones, Chairman  
Lafayette County Commission

**BOARD OF COUNTY COMMISSIONERS:**

1. Open the meeting.
2. Invocation and pledge to the flag.
3. Approve the minutes.
4. Requests and comments from the community.
5. Department Heads:
  - A) Marcus Calhoun – Maintenance.
  - B) Scott Sadler – Public Works.
  - C) Robert Hinkle – Building/Zoning.
  - D) Marty Tompkins – EMS.
  - E) Jana Hart – Extension Office.
6. Consider adopting a Resolution to designate SR 349 North in Lafayette County as the “Joe Henry Anderson, Jr. Memorial Highway”.
7. Review information requesting the protection of the historic Suwannee River in North Florida.
8. Approve two Resolutions for the SCRAP program on CR 425 and CR 405.
9. Approve the SHIP Local Housing Assistance Plan.
10. Approve to advertise and set a public hearing date for a Road Closing Petition by Clyde Andrews.
11. Review the special assessment exemption requests for 2016-2017.
12. Consider a Resolution opposing HB 17 and SB 1158.
13. Discuss a request from the Florida Department of Environmental Protection.
14. Public Hearing – second reading of the following Ordinance:

An Ordinance of Lafayette County, Florida, amending the Lafayette County Comprehensive Plan, as amended; relating to an amendment of more than ten acres of land to the future land use plan map of the Lafayette County Comprehensive Plan, as amended, pursuant to an application, CPA 17-01, by the Board of County Commissioners, under the amendment procedures established in sections 163.3161 through 163.328, Florida Statutes, as amended; providing for

changing the future land use classification from conservation to agriculture-1 (less than or equal to 1 dwelling units per 40 acres) of certain lands within the unincorporated area of Lafayette County, Florida; providing severability; repealing all ordinances in conflict; and providing an effective date.

15. Public Hearing – second reading of the following Ordinance:

An Ordinance of the Board of County Commissioners of Lafayette County, Florida, Imposing a temporary Moratorium on the operation of medical marijuana treatment centers and licensed dispensing organizations within Lafayette County for a period of one (1) year unless rescinded or extended by a subsequent ordinance, or by a subsequent amendment to the county's land development regulations regarding the regulation of marijuana treatment centers and licensed dispensing organizations; providing for conflicts, severability and an immediate effective date.

16. Leenette McMillan-Fredriksson – various items.

17. Approve the bills.

18. Other Business.

A) Execute a Release of a SHIP Lien from Lafayette State Bank.

B) Review a letter in support of a Derelict Vessel Grant Application.

C) Review and approve the Grant Work Plan for the CR 300 Flood Mitigation project.

19. Adjourn.

All members of the public are welcome to attend. Notice is further hereby given, pursuant Florida Statute 286.0105, that any person or persons deciding to appeal any matter considered at this public hearing will need a record of the hearing and may need to ensure that a verbatim record of the proceeding is made which record includes the testimony and evidence upon which the appeal is to be based.

*Persons with disabilities requesting reasonable accommodations to participate in this proceeding should contact (386) 294-1600 or via Florida Relay Service at (800) 955-8771.*

*See [www.lafayetteclerk.com](http://www.lafayetteclerk.com) for updates and amendments to the agenda.*

MAYO FREE PRESS  
Published Weekly  
Post Office Box 370 386-362-1734  
Live Oak, Florida 32064

STATE OF FLORIDA  
COUNTY OF LAFAYETTE:

Before the undersigned authority personally appeared

LOUISE SHEDDAN

who on oath says that she is  
Legal Secretary

of The Mayo Free Press, a weekly newspaper  
published in Mayo in Lafayette County, Florida;  
that the attached copy of advertisement, being a

PUBLIC NOTICE

in the matter of

LOBCC REGULAR MEETING 3/13/17

was published in said newspaper in the issues of

MARCH 9, 2017

Affiant further says that the said, The Mayo Free Press is a newspaper published at Mayo in said Lafayette County, Florida, and that the said newspaper has heretofore been continuously published in said Lafayette County, Florida, each week and has been entered as second class mail matter at the post office in Mayo, in said Lafayette County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in said newspaper.

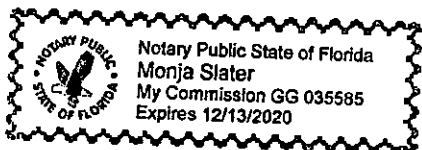
*Louise Shedd*

Sworn to and subscribed before me this 9th day of March, 2017.

*Monja Slater*  
(SEAL) Notary Public

Personally known to or produced identification \_\_\_\_\_

Type of identification produced \_\_\_\_\_



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Earnest L. Jones, Chairman  
Lafayette County Commission

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17. Approve the bills.
18. Other Business.
19. Adjourn.

All members of the public are welcome to attend. Notice is further hereby given, pursuant Florida Statute 286.0105, that any person or persons deciding to appeal any matter considered at this public hearing will need a record of the hearing and may need to ensure that a verbatim record of the proceeding is made which record includes the testimony and evidence upon which the appeal is to be based.

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See [www.lafayetteclerk.com](http://www.lafayetteclerk.com) for updates and amendments to the agenda.  
03/09/2017

RESOLUTION NO. 2017-03-01

THE LAFAYETTE COUNTY BOARD OF COUNTY COMMISSIONERS OF LAFAYETTE COUNTY, FLORIDA HEREBY DESIGNATE SOUTH SR 349, IN LAFAYETTE COUNTY, FLORIDA THE "JOE HENRY ANDERSON, JR. MEMORIAL HIGHWAY" AS MR. ANDERSON HAS BEEN INSTRUMENTAL IN THE DEVELOPMENT OF MANY ORGANIZATIONS, PROJECTS AND BUSINESS WHICH WILL FOREVER HAVE A POSITIVE IMPACT ON LAFAYETTE COUNTY.

**WHEREAS**, Mr. Anderson was a lifelong resident of Old Town, Florida, where he raised his family, successfully created a thriving business, led many to accept Jesus Christ, and served as a lifelong member of multiple organizations which have benefited numerous citizens and visitors of Lafayette County.

**WHEREAS**, at 19 years of age, Mr. Anderson established a construction business, that has now resulted into a leading infrastructure company in the United States. Since the business was established, Anderson Columbia Co., Inc. has provided jobs for many families and completed a great number of infrastructure projects statewide, including Lafayette County.

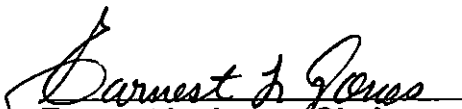
**WHEREAS**, Mr. Anderson obtained a passion for individuals basic needs of life and spiritual growth. Many families and churches were recipients of his charitable giving. Mr. Anderson founded the Crusades for Christ, tent revival and Camp Anderson, a Christian campground where many thousands have accepted Jesus Christ as their Lord and Savior.

**WHEREAS**, Mr. Anderson has touched the lives of many in Lafayette County and worked diligently throughout his life by laying the ground work for all future generations. The citizens of Lafayette County will never know all of the accomplishments and good deeds that Mr. Anderson contributed.

**WHEREAS**, Lafayette County and its citizens are truly thankful for the opportunity Mr. Anderson has provided as he has set precedence in Lafayette County that will never be forgotten.

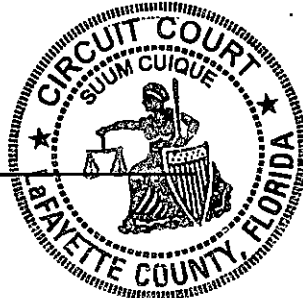
**NOW THEREFORE, be it resolved, as follows:** South SR 349 North is hereby named in the honor of Joe Henry Anderson, Jr. as the "Joe Henry Anderson, Jr. Memorial Highway".

**WITNESSETH:** Adopted the 13<sup>th</sup> day of March, 2017 in a Regular Meeting by the Lafayette County Board of County Commissioners

  
 Earnest L. Jones, Chairman

ATTEST:

  
 Steve Land, Clerk of Court





WHEREAS, the Florida Department of Transportation has offered Lafayette County an agreement for financial project ID: 434584-1-54-01 in the amount of \$240,000.00, and

WHEREAS, the Board of County Commissioners of Lafayette County deem it to be in the best interest of Lafayette County and the citizens of Lafayette County to enter into this agreement for the resurfacing or reconstruction of CR 425, project no.: 434584-1-54-01 from US 27 to Troy Springs Road in Lafayette County, and

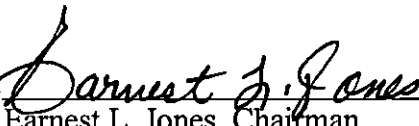
WHEREAS, the Florida Department of Transportation has provided a "State of Florida Department of Transportation, Small County Road Assistance Program", and

WHEREAS, the Board finds that it is in the best interest of the Board to enter into and execute such agreement.


**THEREFORE, BE IT RESOLVED, BY THE BOARD OF COUNTY COMMISSIONERS,** that the Chairperson of the Board of County Commissioners of Lafayette County, Florida is authorized to execute said agreement.

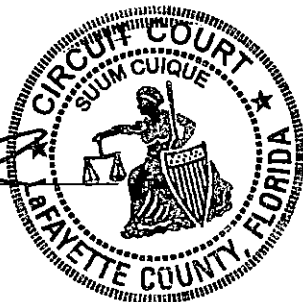
**PASSED** in regular session this 13<sup>th</sup> day of March, 2017.

Board of County Commissioners  
Lafayette County, Florida

By:   
Earnest L. Jones, Chairman

Attest:

  
Steve Land, Clerk



WHEREAS, the Florida Department of Transportation has offered Lafayette County an agreement for financial project ID: 434573-1-54-01 in the amount of \$3,150,000.00, and

WHEREAS, the Board of County Commissioners of Lafayette County deem it to be in the best interest of Lafayette County and the citizens of Lafayette County to enter into this agreement for the resurfacing or reconstruction of CR 405, project no.: 434573-1-54-01 from US 27 to US 27 in Lafayette County, and

WHEREAS, the Florida Department of Transportation has provided a “State of Florida Department of Transportation, Small County Road Assistance Program”, and

WHEREAS, the Board finds that it is in the best interest of the Board to enter into and execute such agreement.

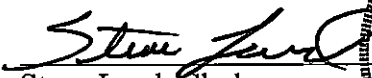
THEREFORE, BE IT RESOLVED, BY THE BOARD OF COUNTY COMMISSIONERS, that the Chairperson of the Board of County Commissioners of Lafayette County, Florida is authorized to execute said agreement.

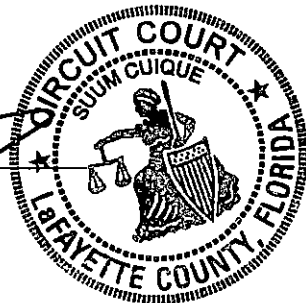
PASSED in regular session this 13<sup>th</sup> day of March, 2017.

Board of County Commissioners  
Lafayette County, Florida

By   
Ernest L. Jones, Chairman

Attest:

  
Steve Land, Clerk



**BOOK 38 PAGE 183**

*Lafayette County, Florida*

**SHIP LOCAL HOUSING ASSISTANCE PLAN (LHAP)**

**2017-2018, 2018-2019 and 2019-2020**



Table of Contents

Description	Page #
<b>Section I, Program Details</b>	<b>3</b>
<b>Section II, Housing Strategies</b>	
<b>A. New Construction</b>	<b>8</b>
<b>B. Purchase Assistance with Rehab</b>	<b>10</b>
<b>C. Owner Occupied Rehabilitation</b>	<b>12</b>
<b>D. Emergency Repair</b>	<b>13</b>
<b>E. Disaster Repair / Mitigation</b>	<b>15</b>
<b>F. Demolition / Reconstruction</b>	<b>16</b>
<b>Section III, Incentive Strategies</b>	
<b>A. Expedited Permitting</b>	<b>18</b>
<b>B. Ongoing Review Process</b>	<b>19</b>
<b>Exhibits</b>	
<ul style="list-style-type: none"> <li>A. Administrative Budget for each fiscal year covered in the Plan</li> <li>B. Timeline for Estimated Encumbrance and Expenditure</li> <li>C. Housing Delivery Goals Chart (HDGC) For Each Fiscal Year Covered in the plan</li> <li>D. Signed LHAP Certification</li> <li>E. Signed, dated, witnessed or attested adopting resolution</li> <li>F. Ordinance: (N/A)</li> <li>G. Interlocal Agreement (N/A)</li> <li>H. Subordination Agreement Policy</li> </ul>	

**BOOK 38 PAGE 185****I. Program Details:**

A. Name of the participating local government: Lafayette County, FL

Is there an Interlocal Agreement: Yes \_\_\_\_\_ No  X

B. Purpose of the program:

1. To meet the housing needs of the very low, low and moderate income households;
2. To expand production of and preserve affordable housing; and
3. To further the housing element of the local government comprehensive plan specific to affordable housing.

C. Fiscal years covered by the Plan: 2017-2018, 2018-2019 and 2019-2020

D. Governance: The SHIP Program is established in accordance with Section 420.907-9079, Florida Statutes and Chapter 67-37, Florida Administrative Code. Cities and Counties must be in compliance with these applicable statutes, rules and any additional requirements as established through the Legislative process.

E. Local Housing Partnership: The SHIP Program encourages building active partnerships between government, lending institutions, builders and developers, not-for-profit and community based housing providers and service organizations, providers of professional services related to affordable housing, advocates for low-income persons, real estate professionals, persons or entities that can provide housing or support services and lead agencies of the local continuums of care.

F. Leveraging: The Plan is intended to increase the availability of affordable residential units by combining local resources and cost saving measures into a local housing partnership and using public and private funds to reduce the cost of housing. SHIP funds may be leveraged with or used to supplement other Florida Housing Finance Corporation programs and to provide local match to obtain federal housing grants or programs.

G. Public Input: Public input was solicited through face to face meetings with housing providers, social service providers and local lenders and neighborhood associations. Public input was solicited through the local newspaper in the advertising of the Local Housing Assistance Plan and the Notice of Funding Availability.



- H. Advertising and Outreach: SHIP funding availability shall be advertised in a newspaper of general circulation and periodicals serving ethnic and diverse neighborhoods, at least 30 days before the beginning of the application period. If no funding is available due to a waiting list, no notice of funding availability is required.
- I. Waiting List/Priorities: A waiting list will be established when there are eligible applicants for strategies that no longer have funding available. Those households on the waiting list will be notified of their status. Applicants will be maintained in an order that is consistent with the time applications were submitted as well as any established funding priorities as described within each individual strategy. Applications will be ranked giving first priority to households qualifying as Special Needs households as defined by Section 393.063 Florida Statutes, Section 420.0004(5) Florida Statutes, Section 420.0004(7) Florida Statutes, and Section 401.1451(13) Florida Statutes.
- J. Discrimination: In accordance with the provisions of ss.760.20-760.37, it is unlawful to discriminate on the basis of race, color, religion, sex, national origin, age, handicap, or marital status in the award application process for eligible housing.
- K. Support Services and Counseling: Support services are available from various sources. Available support services may include but are not limited to: Homeownership Counseling (Pre and Post), Credit Counseling, Tenant Counseling, Foreclosure Counseling and Transportation.
- L. Purchase Price Limits: The sales price or value of new or existing eligible housing may not exceed 90% of the average area purchase price in the statistical area in which the eligible housing is located. Such average area purchase price may be that calculated for any 12-month period beginning not earlier than the fourth calendar year prior to the year in which the award occurs. The sales price of new and existing units, which can be lower but may not exceed 90% of the median area purchase price established by the U.S. Treasury Department or as described above.

The methodology used is:

- U.S. Treasury Department
- Local HFA Numbers

- M. Income Limits, Rent Limits and Affordability: The Income and Rent Limits used in the SHIP Program are updated annually by the Department of Housing and Urban Development and posted at [www.floridahousing.org](http://www.floridahousing.org).

“Affordable” means that monthly rents or mortgage payments including taxes and insurance do not exceed 30 percent of that amount which represents the percentage of the median annual gross income for the households as indicated in Sections 420.9071, F.S. However, it is not the intent to limit an individual household’s ability



to devote more than 30% of its income for housing, and housing for which a household devotes more than 30% of its income shall be deemed Affordable if the first institutional mortgage lender is satisfied that the household can afford mortgage payments in excess of the 30% benchmark and in the case of rental housing does not exceed those rental limits adjusted for bedroom size.

- N. Welfare Transition Program: Should an eligible sponsor be used, a qualification system and selection criteria for applications for Awards to eligible sponsors shall be developed, which includes a description that demonstrates how eligible sponsors that employ personnel from the Welfare Transition Program will be given preference in the selection process.
- O. Monitoring and First Right of Refusal: In the case of rental housing, the staff and any entity that has administrative authority for implementing the local housing assistance plan assisting rental developments shall annually monitor and determine tenant eligibility or, to the extent another governmental entity provides periodic monitoring and determination, a municipality, county or local housing financing authority may rely on such monitoring and determination of tenant eligibility. However, any loan or grant in the original amount of \$10,000 or less shall not be subject to these annual monitoring and determination of tenant eligibility requirements. Tenant eligibility will be monitored annually for no less than 15 years or the term of assistance whichever is longer unless as specified above. Eligible sponsors that offer rental housing for sale before 15 years or that have remaining mortgages funded under this program must give a first right of refusal to eligible nonprofit organizations for purchase at the current market value for continued occupancy by eligible persons.
- P. Administrative Budget: A line-item budget of proposed Administrative Expenditures is attached as Exhibit A. Lafayette County finds that the moneys deposited in the local housing assistance trust fund shall be used to administer and implement the local housing assistance plan.

***Section 420.9075 Florida Statute and Chapter 67-37, Florida Administrative Code, states: "A county or an eligible municipality may not exceed the 5 percent limitation on administrative costs, unless its governing body finds, by resolution, that 5 percent of the local housing distribution plus 5 percent of program income is insufficient to adequately pay the necessary costs of administering the local housing assistance plan."***

***Section 420.9075 Florida Statute and Chapter 67-37, Florida Administrative Code, further states: "The cost of administering the program may not exceed 10 percent of the local housing distribution plus 5 percent of program income deposited into the trust fund, except that small counties, as defined in s. 120.52(19), and eligible municipalities receiving a local housing distribution of up to \$350,000 may use up to***



*10 percent of program income for administrative costs." The applicable local jurisdiction has adopted the above findings in the resolution attached as Exhibit E.*

- Q. Program Administration: A third party entity or consultant will be contracted for all of part of the administrative of the program. The name of the entity is Suwannee River Economic Council, Inc. The administrative duties they will provide are all activities necessary to fully execute the SHIP program.
- R. Project Delivery Costs: A reasonable project delivery cost will be charged to cover inspections performed by the SHIP Administrator.
- S. Essential Service Personnel Definition: Defined in accordance with Rule Chapter 67-37.002(8) F.A.C. and Chapter 67-37.005(8), F.A.C. and Section 420.9075(3)(a) F.S. Essential Service Personnel consists of teachers, law enforcement, and firefighters / EMT.
- T. Describe efforts to incorporate Green Building and Energy Saving products and processes: Whenever repairs are necessary and performed on a home by a contractor under contract with the SHIP Administrator, Green Initiatives will be utilized to include, but are not limited to: low E windows, energy efficient hot water heaters, energy efficient appliances, high efficient HVAC systems, etc.
- U. Describe efforts to meet the 20% Special Needs set-aside: Applications will be ranked giving first priority to households qualifying as Special Needs households as defined by Section 393.063 Florida Statutes, Section 420.0004(5) Florida Statutes, Section 420.0004(7) Florida Statutes, and Section 401.1451(13) Florida Statutes.
- V. Describe efforts to reduce homelessness: Lafayette County residents needing emergency shelter housing will be referred to GRACE Marketplace (operated by North Central Florida Coalition for the Homeless and Hungry), 3055 NE 28th Drive, Gainesville, FL 32609, Phone:352/792-0800, [www.gracemarketplace.org](http://www.gracemarketplace.org)

For those Lafayette County residents seeking information for affordable rental housing and are not in immediate danger of eviction and/or homelessness, referrals will be made to [flordiahousingsearch.org](http://flordiahousingsearch.org), 1-877-428-8844.

Additional assistance is provided through the Owner Occupied Rehabilitation and Emergency Repair strategies which provide for the correction of health, safety, and building code violations in order for the resident to maintain the existing home and prevent homelessness.

- W. General Provisions: The following provisions will apply to all strategies unless otherwise indicated:





1. Property Location. Property must be located within Lafayette County to be eligible for assistance.
2. Income Producing Properties. Residential properties used as income producing properties are not eligible for SHIP assistance. Income producing properties are defined as properties producing rental income, or business income based on day care, personal services, retail services or similar activities that require regular and ongoing visits by clients and/or customers to the property. Home offices do not create income producing properties unless the office is regularly used to meet with customers within the property.
3. Liens: Properties must be free of any government or tax liens to be eligible for SHIP assistance.
4. Applicant contributions defined: Such contributions may include cash deposits paid under a purchase contract; typical closing cost expenses paid at or outside of closing; the cost of purchasing hazard insurance in instances where there is no existing insurance; and repairs or additions to the property required by SHIP and paid for by the applicant provided repairs or additions are complete and receipts are provided. Value of land owned or given may be applied toward contribution requirement. Written documentation must be provided. Payments for prior year's taxes, liens, repairs or improvements not required by SHIP or costs to cure existing title defects are excluded.
5. SHIP mortgage position: SHIP mortgages must be in first or second position. SHIP mortgages may not be in positions inferior to second position even in instances of subordination.
6. Contractor information: For strategies requiring new construction and any form of rehabilitation, repair, or reconstruction only state licensed contractors with proof of active status and insurance will be approved for contract work. Contractors are required to submit request of payment draws through the SHIP Administrators Office. The SHIP Administrator will review the draw schedule, prepare draw requests and pay contractors. Upon completion and final inspection approval by the County Building Inspector, final payment will be made to the contractor. All documentation will be submitted to the Lafayette County Finance Department for reimbursement to the SHIP Administrator.
7. Eligible housing: any real and personal property located within the county or the eligible municipality which is designed and intended for the primary purpose of providing decent, safe, and sanitary residential units that are designed to meet the standards of the Florida Building Code or previous building codes adopted under chapter 553, or manufactured housing constructed after June 1994 and installed in accordance with the installation



standards for mobile or manufactured homes contained in rules of the Department of Highway Safety and Motor Vehicles are eligible for Emergency Repairs and Owner Occupied Rehabilitation. However, to be eligible for Purchase Assistance with Rehab, mobile homes must be no more than 10 years old.

**II. LHAP Strategies:**

<i>A. New Construction</i>	10
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- a. Summary of Strategy: Assist applicants with the new construction of affordable housing.
- b. Fiscal Years Covered: 2017-2018, 2018-2019 and 2019-2020
- c. Income Categories to be served: Very Low, Low, Moderate
- d. Maximum award: \$25,000 for Very Low and Low, \$20,000 for Moderate
- e. Client required participation: 1% of the cost.
- f. Terms:
  - 1. Repayment loan/deferred loan/grant: Loan secured by a recorded subordinate mortgage. If owner financing SHIP must be the primary mortgage holder and the owner financier must hold the subordinate mortgage. If owner financing the interest rate may not exceed a pre-approved rate and details of the terms of the owner/seller financing must be provided to the SHIP Administrator.
  - 2. Interest Rate: 0%
  - 3. Years in loan term: 10
  - 4. Forgiveness: The loan is forgivable at 10% per year from the date of the SHIP lien. The County will forgive any of the SHIP assistance should there be insufficient net proceeds derived from a good faith sale of the property at market value during the ten (10) year period following the date of the agreement upon approval of the Lafayette County Board of County Commissioners. "Net proceeds" is defined as the amount remaining after all private debt is repaid.
  - 5. Repayment: Not required as long as the loan is in good standing.



- 6. Default: The loan will be determined to be in default and the SHIP recipient must repay the prorated loan amount if any of the following occurs: sale, title transfer or conveyance of property or otherwise dispose of the home; conversion to a rental property; loss of homestead exemption status; or failure to occupy the home as primary residence. In cases where the qualifying homeowner(s) die(s) during the loan term, the loan may be assumed by a SHIP eligible heir who will occupy the home as a primary residence. If the legal heir is not SHIP eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable. If the home is foreclosed on by a superior mortgage holder, the county will make an effort to recapture funds through the legal process if it is determined that adequate funds may be available to justify pursuing a recapture.
  
- g. Recipient Selection Criteria: In addition to meeting income eligibility requirements, recipients must meet certain other criteria listed in General Provisions. Applicants will be served on a first-qualified, first-served basis. First-qualified is defined as having a hard copy of all commitment required documents on file with the SHIP Administrator. Sales / Construction Contract, Loan Application, and Appraisal must be provided before SHIP funds are committed.
  
- h. Sponsor/Developer Selection Criteria: N/A
  
- i. Additional Information:
  - 1. Properties must meet eligibility requirements as outlined in the SHIP program listed in General Provisions.
  - 2. Down payment assistance cannot exceed 50% of the cost of the home including closing cost.
  - 3. Construction contracts must be “turn key” form with floor plans, costs of materials and labor, and statement of no changes once submitted.
  - 4. Land owned at the time of application will not be included in the contract cost, but any financing payoff would be included. This applies only to site-built homes. Mobile homes must be a home/land package.
  - 5. Subordination requests for refinancing will be in accordance with Exhibit H Subordination Agreement Policies.
  
- j. Project Delivery Costs: N/A



- k. **Mortgage maximums:** The maximum appraised value is \$180,000. The total of the existing first mortgage and the SHIP mortgage cannot exceed \$180,000.00, excluding approved closing cost. Approved closing costs are those costs that are normal and customary in closing a first or second Real Estate mortgage. This specifically excludes any costs associated with any debt consolidation, pay down of debt or any existing debt or judgments payoff other than an existing mortgage encumbering the property. Sales price and or value as defined in FS 420.9071

<i>B. Purchase Assistance with Rehab</i>	1
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- a. **Summary of Strategy:** Assist applicants with the purchase and rehab (if applicable) of affordable housing.
- b. **Fiscal Years Covered:** 2017-2018, 2018-2019 and 2019-2020
- c. **Income Categories to be served:** Very Low, Low, Moderate
- d. **Maximum award:** \$25,000 for Very Low and Low, \$20,000 for Moderate
- e. **Client required participation:** 1% of the sales price
- f. **Terms:**
  - 1. **Repayment loan/deferred loan/grant:** Loan secured by a recorded subordinate mortgage. If owner financing SHIP must be the primary mortgage holder and the owner financier must hold the subordinate mortgage.
  - 2. **Interest Rate:** 0%
  - 3. **Years in loan term:** 10
  - 4. **Forgiveness:** The loan is forgivable at 10% per year from the date of the SHIP lien. The County will forgive any of the SHIP assistance should there be insufficient net proceeds derived from a good faith sale of the property at market value during the ten (10) year period following the date of the agreement upon approval of the Lafayette County Board of County Commissioners. "Net proceeds" is defined as the amount remaining after all private debt is repaid.
  - 5. **Repayment:** Not required as long as the loan is in good standing.
  - 6. **Default:** The loan will be determined to be in default and the SHIP recipient must repay the prorated loan amount if any of the following occurs: sale, title transfer or conveyance of property or otherwise dispose of the home;



conversion to a rental property; loss of homestead exemption status; or failure to occupy the home as primary residence. In cases where the qualifying homeowner(s) die(s) during the loan term, the loan may be assumed by a SHIP eligible heir who will occupy the home as a primary residence. If the legal heir is not SHIP eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable. If the home is foreclosed on by a superior mortgage holder, the county will make an effort to recapture funds through the legal process if it is determined that adequate funds may be available to justify pursuing a recapture.

- g. Recipient Selection Criteria: In addition to meeting income eligibility requirements, recipients must meet certain other criteria listed in General Provisions. Applicants will be served on a first-qualified, first-served basis. First-qualified is defined as having a hard copy of all commitment required documents on file with the SHIP Administrator. Sales Contract, Loan Application, Appraisal, Home Inspection Report (conducted by a certified inspector), and Wood Destroying Organism (WDO) Report must be provided before SHIP funds are committed.
- h. Sponsor/Developer Selection Criteria: N/A
- i. Additional Information:
  - 1. Properties must meet eligibility requirements as outlined in the SHIP program listed in General Provisions.
  - 2. Down payment assistance cannot exceed 50% of the cost of the home including closing cost.
  - 3. Subordination requests for refinancing will be in accordance with Exhibit H Subordination Agreement Policies.
  - 4. Mobile Homes must be a home/land package.
- j. Project Delivery Costs: Inspection fee to the SHIP Administrator for review of the Home Inspection Report and WDO Report to outline and address possible health/safety/building code issues. Blower door testing (if applicable) (if applicable) fee as required per Section R402.4.1.2 of the Florida Building Code, 5th Edition (2014) Energy Conservation Volume.
- k. Mortgage maximums: The maximum appraised value is \$180,000. The total of the existing first mortgage and the SHIP mortgage cannot exceed \$180,000.00 excluding approved closing cost. Approved closing costs are those costs that are normal and customary in closing a first or second Real Estate mortgage. This specifically excludes any costs associated with any debt consolidation, pay down of debt or any existing debt or judgments payoff other than an existing mortgage encumbering the property. Sales price and or value as defined in FS 420.9071.



C. <i>Owner Occupied Rehabilitation</i>	3
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- a. Summary of Strategy: Assist applicants with the rehabilitation of their primary residence.
- b. Fiscal Years Covered: 2017-2018, 2018-2019 and 2019-2020
- c. Income Categories to be served: Very Low, Low
- d. Maximum award: \$40,000
- e. Terms:
  - 1. Repayment loan/deferred loan/grant: Assistance is provided in the form of a loan.
  - 2. Interest Rate: 0%
  - 3. Years in loan term: 5
  - 4. Forgiveness: The loan is forgivable at 20% per year from the date of the SHIP lien. The County will forgive any of the SHIP assistance should there be insufficient net proceeds derived from a good faith sale of the property at market value during the five (5) year period following the date of the agreement upon approval of the Lafayette County Board of County Commissioners. "Net proceeds" is defined as the amount remaining after all private debt is repaid.
  - 5. Repayment: Not required as long as the loan is in good standing.
  - 6. Default: The loan will be determined to be in default and the SHIP recipient must repay the prorated loan amount if any of the following occurs: sale, title transfer or conveyance of property or otherwise dispose of the home; conversion to a rental property; loss of homestead exemption status; or failure to occupy the home as primary residence. In cases where the qualifying homeowner(s) die(s) during the loan term, the loan may be assumed by a SHIP eligible heir who will occupy the home as a primary residence. If the legal heir is not SHIP eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable. If the home is foreclosed on by a superior mortgage holder, the county will make an effort to recapture funds through the legal process if it is determined that adequate funds may be available to justify pursuing a recapture.



- f. **Recipient Selection Criteria:** In addition to meeting income eligibility requirements, recipients must meet certain other criteria listed in General Provisions. Applicants will be ranked according to the following point criteria. Eligible clients with the highest points will be served first subsequent to Section I, V, Special Needs.

<b><u>Age of Applicant</u></b>		<b><u>Family Income</u></b>	
Over 60	6 points	AFDC or SSI Recipient	6 points
Child under 12 in the Household	6 points	Below federal poverty level	6 points
<b><u>Health of Applicant</u></b>		<b><u>Served Previously</u></b>	
Special Needs (as defined in Chapter 67-37.002(21) F.A.C.	6 points	For each occurrence within the Previous five (5) years	-3 points

- g. **Sponsor/Developer Selection Criteria:** N/A
- h. **Additional Information:** Properties must meet eligibility requirements as outlined in the SHIP program listed in General Provisions.
- i. **Project Delivery Costs:** Inspection Fee to the SHIP Administrator for job inspections performed by the Housing Estimator. Blower door testing (if applicable) (if applicable) fee as required per Section R402.4.1.2 of the Florida Building Code, 5th Edition (2014) Energy Conservation Volume.
- j. Property taxes and mortgage payments must be current as evidenced by paid tax receipts or an estoppel letter from the mortgage holder.
- k. Property ownership must be established and documentation furnished to the SHIP Administrator at the time of application.
- l. Applicants with no first mortgage the SHIP mortgage and the assessed/appraised value cannot exceed \$180,000.00.

<i>D. Emergency Repair</i>	6
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- a. **Summary of Strategy:** Assist applicants with the emergency repair of their primary residence.
- b. **Fiscal Years Covered:** 2017-2018, 2018-2019 and 2019-2020
- c. **Income Categories to be served:** Very Low
- d. **Maximum award:** \$7,500

**BOOK 38 PAGE 196**



- e. **Terms:**
1. Repayment loan/deferred loan/grant: Assistance is provided in the form of a grant and therefore not subject to recapture.
  2. Interest Rate: N/A
  3. Years in loan term: N/A
  4. Forgiveness: N/A
  5. Repayment: N/A
  6. Default: N/A
- f. **Recipient Selection Criteria:** In addition to meeting income eligibility requirements, recipients must meet certain other criteria listed in General Provisions. Applicants will be ranked according to the following point criteria. Eligible clients with the highest points will be served first subsequent to Section I, V, Special Needs.

<b><u>Age of Applicant</u></b>		<b><u>Family Income</u></b>	
Over 60	6 points	AFDC or SSI Recipient	6 points
Child under 12 in the Household	6 points	Below federal poverty level	6 points
<b><u>Health of Applicant</u></b>		<b><u>Served Previously</u></b>	
Special Needs (as defined in Chapter 67-37.002(21) F.A.C.	6 points	For each occurrence within the Previous five (5) years	-3 points

- g. **Sponsor/Developer Selection Criteria:** N/A
- h. **Additional Information:** Properties must meet eligibility requirements as outlined in the SHIP program listed in General Provisions.
- i. **Project Delivery Costs:** Inspection Fee to the SHIP Administrator for job inspections performed by the Housing Estimator. Blower door testing (if applicable) (if applicable) fee as required per Section R402.4.1.2 of the Florida Building Code, 5th Edition (2014) Energy Conservation Volume.
- j. Property taxes and mortgage payments must be current as evidenced by paid tax receipts or an estoppel letter from the mortgage holder.
- l. Property ownership must be established and documentation furnished for the SHIP Administrator at the time of application.





- m. Applicants with no first mortgage the SHIP mortgage and the assessed/appraised value cannot exceed \$180,000.00.

<i>E. Disaster Repair / Mitigation</i>	5
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- a. Summary of Strategy: Assistance applicants following a disaster as declared by the President of the United States or Governor of the State of Florida. This strategy will only be implemented in the event of a disaster using any funds that have not yet been encumbered or with additional disaster funds allocated by Florida Housing Finance Corporation. SHIP disaster funds may be used for items such as, but not limited to:
  - (a) Purchase of emergency supplies for eligible households to weatherproof damaged homes;
  - (b) Interim repairs to avoid further damage; tree and debris removal required to make the individual housing unit habitable;
  - (c) Construction of wells or repair of existing wells where public water is not available;
  - (d) Payment of insurance deductibles for rehabilitation of homes covered under homeowners' insurance policies;
  - (e) Security deposit for eligible recipients that have been displaced from their homes due to disaster;
  - (f) Rental assistance for eligible recipients that have been displaced from their homes due to disaster.
  - (g) Strategies included in the approved LHAP that benefit applicants directly affected by the declared disaster.
  - (h) Other activities as proposed by the counties and eligible municipalities and approved by Florida Housing.
- b. Fiscal Years Covered: 2017-2018, 2018-2019 and 2019-2020
- c. Income Categories to be served: Very Low, Low, Moderate
- d. Maximum award: \$10,000
- e. Terms:
  - 1. Repayment loan/deferred loan/grant: All SHIP funds provided to eligible



households will be in the form of a grant and not subject to recapture.

2. Interest Rate: N/A
  3. Years in loan term: N/A
  4. Forgiveness: N/A
  5. Default: N/A
  6. Recipient Selection Criteria: First qualified, first served. Priority shall be given to individuals or households that qualify as Special Needs defined by Section 393.063 Florida Statutes, Section 420.0004(5) Florida Statutes, Section 420.0004(7) Florida Statutes, and Section 401.1451(13) Florida Statutes.
  7. Sponsor/Developer Selection Criteria: N/A
  8. Additional Information: Properties must meet eligibility requirements as outlined in the SHIP program listed in General Provisions.
- f. Project Delivery Costs: Inspection Fees to the SHIP Administrator for job inspections performed by the Housing Estimator. Blower door testing (if applicable) (if applicable) fee as required per Section R402.4.1.2 of the Florida Building Code, 5th Edition (2014) Energy Conservation Volume.
  - g. Property taxes and mortgage payments must be current as evidenced by paid tax receipts or an estoppel letter from the mortgage holder.
  - h. Property ownership must established and documentation furnished to the SHIP Administrator at the time of application.
  - i. Applicants with no first mortgage the SHIP mortgage and the assessed/appraised value cannot exceed \$180,000.00.

<i>F. Demolition / Reconstruction</i>	4
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- a. Summary of strategy: To demolish and replace existing housing units with affordable new construction houses when dwelling is beyond rehabilitation and repair.
- b. Fiscal Years Covered: 2017-2018, 2018-2019 and 2019-2020
- c. Income Categories to be served: Very Low, Low



- d. Maximum award: \$50,000. If cost exceeds maximum award, client must be awarded CDBG grant for the remainder.
  
- e. Terms:
  - 1. Repayment loan/deferred loan/grant: Loan secured by a recorded subordinate mortgage. If owner financing SHIP must be the primary mortgage holder and the owner financier must hold the subordinate mortgage. If owner financing the interest rate may not exceed a pre-approved rate and details of the terms of the owner/seller financing must be provided to the SHIP Administrator.
  - 2. Interest Rate: 0%
  - 3. Years in loan term: 10
  - 4. Forgiveness: The loan is forgivable at 10% per year from the date of the SHIP lien. The County will forgive any of the SHIP assistance should there be insufficient net proceeds derived from a good faith sale of the property at market value during the ten (10) year period following the date of the agreement upon approval of the Lafayette County Board of County Commissioners. "Net proceeds" is defined as the amount remaining after all private debt is repaid.
  - 5. Repayment: Not required as long as the loan is in good standing.
  - 6. Default: The loan will be determined to be in default and the SHIP recipient must repay the prorated loan amount if any of the following occurs: sale, title transfer or conveyance of property or otherwise dispose of the home; conversion to a rental property; loss of homestead exemption status; or failure to occupy the home as primary residence. In cases where the qualifying homeowner(s) die(s) during the loan term, the loan may be assumed by a SHIP eligible heir who will occupy the home as a primary residence. If the legal heir is not SHIP eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable. If the home is foreclosed on by a superior mortgage holder, the county will make an effort to recapture funds through the legal process if it is determined that adequate funds may be available to justify pursuing a recapture.
  
- f. Recipient Selection Criteria: In addition to meeting income eligibility requirements, recipients must meet certain other criteria listed in General Provisions. Homes must be classified as un-repairable by the County Building Inspector and not be eligible for any other SHIP strategy due to the poor condition of the home. Assistance will be provided to those eligible for SHIP and local CDBG. Applicants will be served on a first-qualified, first-served basis. First-qualified is defined as having a hard copy of all commitment required documents on file with the SHIP Administrator.



Sales Contract, Loan Application, and Appraisal must be provided before SHIP funds are committed.

- g. Sponsor/Developer Selection Criteria: N/A
- h. Additional Information:
  - 1. Properties must meet eligibility requirements as outlined in the SHIP program listed in General Provisions.
  - 2. SHIP Leveraging Resources: CDBG
  - 3. Subordination requests for refinancing will be in accordance with Exhibit H Subordination Agreement Policies.
  - 4. Construction contracts must be "turn key" form with floor plans, costs of materials and labor, and statement of no changes once submitted.
  - 5. Land owned at the time of application will not be included in the contract cost, but any financing payoff would be included. This applies only to site-built homes. Mobile homes must be a home/land package.
- i. Project Delivery Costs: N/A
- j. Mortgage maximums: The maximum appraised value is \$180,000. The total of the existing first mortgage and the SHIP mortgage cannot exceed \$180,000.00 excluding approved closing cost. Approved closing costs are those costs that are normal and customary in closing a first or second Real Estate mortgage. This specifically excludes any costs associated with any debt consolidation, pay down of debt or any existing debt or judgments payoff other than an existing mortgage encumbering the property. Sales price and or value as defined in FS 420.9071

### III. LHAP Incentive Strategies

In addition to the **required Incentive Strategy A and Strategy B**, include all adopted incentives with the policies and procedures used for implementation as provided in Section 420.9076, F.S.:

- A. Name of the Strategy: **Expedited Permitting**  
Permits as defined in s. 163.3177 (6) (f) (3) for affordable housing projects are expedited to a greater degree than other projects.

The current permitting process for Lafayette County should be retained until the case load increases to such a degree that a backlog is experienced. The County believes that a backlog would be experienced when more than 200 permits are issued per year. In accordance with the Policy of the Housing Element of the County's Comprehensive Plan, this includes the continued refining and streamlining of the



existing development approval process, plus expedited plan reviews and inspections, explanatory brochures and computer programs to further refine the existing one-stop permitting and development review process and reduce the financing cost for developers.

The County takes all steps necessary not to delay the review of affordable housing developments, and should review delays begin to occur, the County institutes the practice of reviewing the affordable housing development first. This will occur when more than 200 permits are received per year.

B. Name of the Strategy: **Ongoing Review Process**

An ongoing process for review of local policies, ordinances, regulations and plan provisions that increase the cost of housing prior to their adoption.

On March 27, 1995, Lafayette County adopted Resolution No. 95-R-1 amending Resolution No. 94-S-1, providing a ongoing process of review of any policy, ordinance, comprehensive plan, building regulation or procedure which may significantly impact the cost of housing.

The County Building Department has the responsibility of performing the review procedure. The staff reviews the action and prepares a written report with recommendations prior to the adoption of the plan. The staff review will consider the following:

1. Will the action increase the cost of development? If so, approximate cost. Explain how increased cost is worth negative impact on housing cost.
2. Will the action increase the time of approval? If so, how does benefit of this increase in approval time compare with the impact on housing costs?
4. Does the action increase the long term development cost? If so, how do the increased cost compare with the benefits of the action?



**IV. EXHIBITS:**

- A. Administrative Budget for each fiscal year covered in the Plan.
- B. Timeline for Estimated Encumbrance and Expenditure.
- C. Housing Delivery Goals Chart (HDGC) For Each Fiscal Year Covered in the plan.
- D. Signed LHAP Certification.
- E. Signed, dated, witnessed or attested adopting resolution.
- F. Ordinance: (If changed from the original creating ordinance) (N/A)
- G. Interlocal Agreement (N/A)
- H. Subordination Agreement Policies

**LHAP 2009-001**

**Exhibit A**

**Revised: 6/2016**

(Local Government name)

**Lafayette County**

Fiscal Year: 2017-2018	
Estimated Allocation for Calculating:	\$ 350,000.00
Salaries and Benefits	\$
Office Supplies and Equipment	\$
Travel Per diem Workshops, etc.	\$
Advertising	\$
Other*	\$
<b>Total</b>	<b>\$ 350,000.00</b>
Fiscal Year: 2018-2019	
Estimated Allocation for Calculating:	\$ 350,000.00
Salaries and Benefits	\$
Office Supplies and Equipment	\$
Travel Per diem Workshops, etc.	\$
Advertising	\$
Other*	\$
<b>Total</b>	<b>\$ 350,000.00</b>
Fiscal Year 2019-2020	
Estimated Allocation for Calculating:	\$ 350,000.00
Salaries and Benefits	\$
Office Supplies and Equipment	\$
Travel Per diem Workshops, etc.	\$
Advertising	\$
Other*	\$
<b>Total</b>	<b>\$ 350,000.00</b>

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\*All "other" items need to be detailed here and are subject to review and approval by the SHIP review committee. Project Delivery Costs that are outside of administrative costs are not to be included here, but must be detailed in the LHAP main document.

Details:

Exhibit B  
Timeline for SHIP Expenditures

Lafayette County, FL affirms that funds allocated for these fiscal years will meet the following deadlines:

Fiscal Year	Encumbered	Expended	1 <sup>st</sup> Year AR	2 <sup>nd</sup> Year AR	Closeout AR
2017-2018	6/30/2019	6/30/2020	9/15/2018	9/15/2019	9/15/2020
2018-2019	6/30/2020	6/30/2021	9/15/2019	9/15/2020	9/15/2021
2019-2020	6/30/2021	6/30/2022	9/15/2020	9/15/2021	9/15/2022

If funds allocated for these fiscal years is not anticipated to meet any of the deadlines in the table above, Florida Housing Finance Corporation will be notified according to the following chart:

Fiscal Year	Funds Not Encumbered	Funds Not Expended	1 <sup>st</sup> Year AR Not Submitted	2 <sup>nd</sup> Year AR Not Submitted	Closeout AR Not Submitted
2017-2018	3/30/2019	3/30/2020	6/15/2018	6/15/2019	6/15/2020
2018-2019	3/30/2020	3/30/2021	6/15/2019	6/15/2020	6/15/2021
2019-2020	3/30/2021	3/30/2022	6/15/2020	6/15/2021	6/15/2022

**Requests for Expenditure Extensions (close-out year ONLY) must be received by FHFC by June 15 of the year in which funds are required to be expended. The extension request shall be emailed to [robert.dearduff@floridahousing.org](mailto:robert.dearduff@floridahousing.org) and [terry.auringer@floridahousing.org](mailto:terry.auringer@floridahousing.org) and include:**

1. A statement that "Lafayette County, FL requests an extension to the expenditure deadline for fiscal year \_\_\_\_\_."
2. The amount of funds that is not expended.
3. The amount of funds that is not encumbered or has been recaptured.
4. A detailed plan of how/when the money will be expended.

*Note: an extension to the expenditure deadline (June 30) does not relieve the requirement to submit (September 15) the annual report online detailing all funds that have been expended. Please email [terry.auringer@floridahousing.org](mailto:terry.auringer@floridahousing.org) when you are ready to "submit" the AR.*

**Other Key Deadlines:**

AHAC reports are due for each local government the same year as the local government's LHAP being submitted. Local governments receiving the minimum or less allocation are not required to report.



FLORIDA HOUSING FINANCE CORPORATION											Please check applicable box			
HOUSING DELIVERY GOALS CHART											New Plan:	X		
2017-2018											Amendment:			
Name of Local Government: Lafayette County											Allocation:	\$350,000.00		
											Fiscal Yr. Closeout:			
Strategy #		HOME OWNERSHIP	VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	A	B	C	D	E	F
From Plan Text	Code	STRATEGIES (strategy title must be same as the title used in plan text.)	Units	Award	Units	Award	Units	Award	New Construction SHIP Dollars	Rehab/Repair SHIP Dollars	Purchase Assist w/ Rehab SHIP Dollars	Total SHIP Dollars	Total Percentage	Total Units
A.	10	New Construction					1	\$20,000	\$20,000.00			\$20,000.00	5.71%	1
B.	1	Purchase Assistance w/ Rehab					3	\$20,000			\$60,000.00	\$60,000.00	17.14%	3
C.	3	Owner Occupied Rehabilitation	3	\$40,000	3	\$40,000				\$240,000.00		\$240,000.00	68.57%	6
D.	6	Emergency Repair	4	\$7,500						\$30,000.00		\$30,000.00	8.57%	4
E.	5	Disaster Repair/Mitigation										\$0.00	0.00%	0
F.	4	Demolition/Reconstruction										\$0.00	0.00%	0
												\$0.00	0.00%	0
												\$0.00	0.00%	0
		Subtotal 1 (Home Ownership)	7		3		4		\$20,000.00	\$270,000.00	\$60,000.00	\$350,000.00	100.00%	14
		RENTAL STRATEGIES	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	MI Units	Max. SHIP Award	New Construction SHIP Dollars	Rehab/Repair SHIP Dollars	Without Construction SHIP Dollars	Total SHIP Dollars	Total Percentage	Total Units
		Not Applicable										\$0.00	0.00%	0
												\$0.00	0.00%	0
												\$0.00	0.00%	0
												\$0.00	0.00%	0
												\$0.00	0.00%	0
		Subtotal 2 (Non-Home Ownership)	0		0		0		\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0
		Administration Fees											0.00%	
		Admin. From Program Income											0.00%	
		Home Ownership Counseling											0.00%	
		GRAND TOTAL												
		Add Subtotals 1 & 2, plus all Adm	7		3		4		\$20,000.00	\$270,000.00	\$60,000.00	\$350,000.00	100.00%	14
		Percentage Construction/Rehab	Calculate Constr./Rehab Percent. by adding Grand Total Columns A&B, then divide by Annual Allocation Amt.									83%		
		Maximum Allowable Purchase Price:	180000		180000		180000		New		Existing			
		Allocation Breakdown	Amount		%				Projected Program Income:		Max Amount Program Income For Admi	\$35,000.00		
		Very-Low Income	\$125,000.00		35.7%				Projected Recaptured Funds:					
		Low Income	\$110,000.00		31.4%				Distribution:	\$350,000.00				
		Moderate Income	\$80,000.00		22.9%				Total Available Funds:	\$350,000.00				
		TOTAL	\$315,000.00		90.0%									

FLORIDA HOUSING FINANCE CORPORATION											Please check applicable box		
HOUSING DELIVERY GOALS CHART											New Plan:	X	
2018-2019											Amendment:		
Name of Local Government: Lafayette County											Estimated Funds:	\$350,000.00	
											Fiscal Yr. Closeout:		
	HOME OWNERSHIP	VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	A	B	C	D	E	F
Code	STRATEGIES (strategy title must be same as the title used in plan text.)	Units	Award	Units	Award	Units	Award	New Construction SHIP Dollars	Rehab/Repair SHIP Dollars	without Construction SHIP Dollars	Total SHIP Dollars	Total Percentage	Total Units
10	New Construction					1	\$20,000	\$20,000.00			\$20,000.00	5.71%	1
1	Purchase Assistance w/ Rehab					3	\$20,000			\$60,000.00	\$60,000.00	17.14%	3
3	Owner Occupied Rehabilitation	3	\$40,000	3	\$40,000				\$240,000.00		\$240,000.00	68.57%	6
6	Emergency Repair	4	\$7,500						\$30,000.00		\$30,000.00	8.57%	4
5	Disaster Repair/Mitigation										\$0.00	0.00%	0
4	Demolition/Reconstruction										\$0.00	0.00%	0
											\$0.00	0.00%	0
											\$0.00	0.00%	0
	Subtotal 1 (Home Ownership)	7		3		4		\$20,000.00	\$270,000.00	\$60,000.00	\$350,000.00	100.00%	14
	RENTAL STRATEGIES	VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	New Construction	Rehab/Repair	without Construction	Total	Total	Total
		Units	Award	Units	Award	Units	Award	SHIP Dollars	SHIP Dollars	SHIP Dollars	SHIP Dollars	Percentage	Units
	Not Applicable										\$0.00	0.00%	0
											\$0.00	0.00%	0
											\$0.00	0.00%	0
											\$0.00	0.00%	0
											\$0.00	0.00%	0
	Subtotal 2 (Non-Home Ownershi	0		0		0		\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0
	Administration Fees											0.00%	
	Admin. From Program Income											0.00%	
	Home Ownership Counseling											0.00%	
	GRAND TOTAL												
	Add Subtotals 1 & 2, plus all Ad	7		3		4		\$20,000.00	\$270,000.00	\$60,000.00	\$350,000.00	100.00%	14
	Percentage Construction/Re	Calculate Constr./Rehab Percent. by adding Grand Total Columns A&B, then divide by Annual Allocation Amt.									83%		
	Maximum Allowable												
	Purchase Price:	180000		180000		180000		New		Existing			
	Allocation Breakdown	Amount		%				Projected Program Income:		Max Amount Program Income For Admin	\$35,000.00		
	Very-Low Income	\$125,000.00		35.7%				Projected Recaptured Funds:					
	Low Income	\$110,000.00		31.4%				Distribution:	\$350,000.00				
	Moderate Income	\$80,000.00		22.9%				Total Available Funds:	\$350,000.00				
	TOTAL	\$315,000.00		90.0%									

FLORIDA HOUSING FINANCE CORPORATION HOUSING DELIVERY GOALS CHART 2019-2020											Please check applicable box		
											New Plan:	X	
											Amendment:		
											Fiscal Yr. Closeout:		
Name of Local Government:		Lafayette County						Estimated Funds:	\$350,000.00				
								A	B	C	D	E	F
Code	HOME OWNERSHIP STRATEGIES (strategy title must be same as the title used in plan text.	VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	New Construction	Rehab/Repair	without Construction	Total	Total	Total
		Units	Award	Units	Award	Units	Award	SHIP Dollars	SHIP Dollars	SHIP Dollars	SHIP Dollars	Percentage	Units
10	New Construction					1	\$20,000	\$20,000.00			\$20,000.00	5.71%	1
1	Purchase Assistance w/ Rehab					3	\$20,000			\$60,000.00	\$60,000.00	17.14%	3
3	Owner Occupied Rehabilitation	3	\$40,000	3	\$40,000				\$205,000.00		\$205,000.00	58.57%	6
6	Emergency Repair	4	\$7,500						\$30,000.00		\$30,000.00	8.57%	4
5	Disaster Repair/Mitigation										\$0.00	0.00%	0
4	Demolition/Reconstruction										\$0.00	0.00%	0
											\$0.00	0.00%	0
											\$0.00	0.00%	0
Subtotal 1 (Home Ownership)		7		3		4		\$20,000.00	\$235,000.00	\$60,000.00	\$315,000.00	90.00%	14
RENTAL STRATEGIES		VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	New Construction	Rehab/Repair	without Construction	Total	Total	Total
		Units	Award	Units	Award	Units	Award	SHIP Dollars	SHIP Dollars	SHIP Dollars	SHIP Dollars	Percentage	Units
Not Applicable											\$0.00	0.00%	0
											\$0.00	0.00%	0
											\$0.00	0.00%	0
											\$0.00	0.00%	0
Subtotal 2 (Non-Home Ownership)		0		0		0		\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0
Administration Fees												0.00%	
Admin. From Program Income											\$35,000.00	10.00%	
Home Ownership Counseling												0.00%	
GRAND TOTAL													
Add Subtotals 1 & 2, plus all Adm		7		3		4		\$20,000.00	\$235,000.00	\$60,000.00	\$350,000.00	100.00%	14
Percentage Construction/Reh		Calculate Constr./Rehab Percent. by adding Grand Total Columns A&B, then divide by Annual Allocation Amt.									73%		
Maximum Allowable													
Purchase Price:			180000		180000		180000	New		Existing			
Allocation Breakdown		Amount		%				Projected Program Income:		Max Amount Program Income For Adm		\$35,000.00	
Very-Low Income		\$125,000.00		35.7%				Projected Recaptured Funds:					
Low Income		\$110,000.00		31.4%				Distribution:		\$350,000.00			
Moderate Income		\$80,000.00		22.9%				Total Available Funds:		\$350,000.00			
TOTAL		\$315,000.00		90.0%									

**CERTIFICATION TO  
FLORIDA HOUSING FINANCE CORPORATION**

Local Government or Interlocal Entity: Lafayette County, FL

Certifies that:

- (1) The availability of SHIP funds will be advertised pursuant to program requirements in 420.907-420.9079, Florida Statutes.
- (2) All SHIP funds will be expended in a manner which will insure that there will be no discrimination on the basis of race, color, national origin, sex, handicap, familial status, or religion.
- (3) A process to determine eligibility and for selection of recipients for funds has been developed.
- (4) Recipients of funds will be required to contractually commit to program guidelines and loan terms.
- (5) Florida Housing will be notified promptly if the local government /interlocal entity will be unable to comply with any provision of the local housing assistance plan (LHAP).
- (6) The LHAP provides a plan for the encumbrance of funds within twelve months of the end of the State fiscal year in which they are received and a plan for the expenditure of SHIP funds including allocation, program income and recaptured funds within 24 months following the end of the State fiscal year in which they are received.
- (7) The LHAP conforms to the Local Government Comprehensive Plan, or that an amendment to the Local Government Comprehensive Plan will be initiated at the next available opportunity to insure conformance with the LHAP.
- (8) Amendments to the approved LHAP shall be provided to the Florida Housing for review and/or approval within 21 days after adoption.
- (9) The trust fund exists with a qualified depository for all SHIP funds as well as program income or recaptured funds.
- (10) Amounts on deposit in the local housing assistance trust fund shall be invested as permitted by law.
- (11) The local housing assistance trust fund shall be separately stated as a special revenue fund in the local governments audited financial statements (CAFR). An electronic copy of the CAFR or a hyperlink to the document shall be provided to Florida Housing by June 30 of the applicable year.

- (12) Evidence of compliance with the Florida Single Audit Act, as referenced in Section 215.97, F.S. shall be provided to Florida Housing by June 30 of the applicable year.
- (13) SHIP funds will not be pledged for debt service on bonds.
- (14) Developers receiving assistance from both SHIP and the Low Income Housing Tax Credit (LIHTC) Program shall comply with the income, affordability and other LIHTC requirements, similarly, any units receiving assistance from other federal programs shall comply with all Federal and SHIP program requirements.
- (15) Loans shall be provided for periods not exceeding 30 years, except for deferred payment loans or loans that extend beyond 30 years which continue to serve eligible persons.
- (16) Rental Units constructed or rehabilitated with SHIP funds shall be monitored for compliance with tenant income requirements and affordability requirements or as required in Section 420.9075 (3)(e). To the extent another governmental entity provides periodic monitoring and determination, a municipality, county or local housing financing authority may rely on such monitoring and determination of tenant eligibility.
- (17) The LHAP meets the requirements of Section 420.907-9079 FS, and Rule Chapter 67-37 FAC.
- (18) The provisions of Chapter 83-220, Laws of Florida have not been implemented (except for Miami-Dade County).

\_\_\_\_\_  
Witness

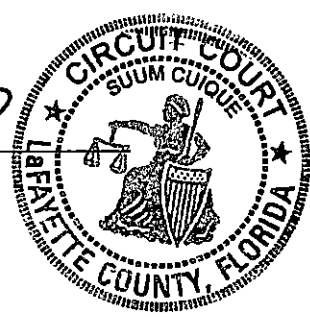
\_\_\_\_\_  
Witness

*Ernest L. Jones*  
 Ernest Jones, Chairman  
 Board of County Commissioners,  
 Lafayette County, FL

\_\_\_\_\_  
Date

OR

*Stewart*  
 Attest:  
 (Seal)



RESOLUTION #: 2017-03-05

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS, LAFAYETTE COUNTY, FLORIDA APPROVING THE LOCAL HOUSING ASSISTANCE PLAN AS REQUIRED BY THE STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM ACT, SUBSECTIONS 420.907-420.9079, FLORIDA STATUTES; AND RULE CHAPTER 67-37, FLORIDA ADMINISTRATIVE CODE; AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE ANY NECESSARY DOCUMENTS AND CERTIFICATIONS NEEDED BY THE STATE; AUTHORIZING THE SUBMISSION OF THE LOCAL HOUSING ASSISTANCE PLAN FOR REVIEW AND APPROVAL BY THE FLORIDA HOUSING FINANCE CORPORATION; AND PROVIDING AN EFFECTIVE DATE.

\* \* \* \* \*

**WHEREAS**, the State of Florida enacted the William E. Sadowski Affordable Housing Act, Chapter 92-317 of Florida Sessions Laws, allocating a portion of documentary stamp taxes on deeds to local governments for the development and maintenance of affordable housing; and

**WHEREAS**, the State Housing Initiatives Partnership (SHIP) Act, ss. 420.907-420.9079, Florida Statutes (1992), and Rule Chapter 67-37, Florida Administrative Code, requires local governments to develop a one- to three-year Local Housing Assistance Plan outlining how funds will be used; and

**WHEREAS**, the SHIP Act requires local governments to establish the maximum SHIP funds allowable for each strategy; and

**WHEREAS**, the SHIP Act further requires local governments to establish an average area purchase price for new and existing housing benefiting from awards made pursuant to the Act; The methodology and purchase prices used are defined in the attached Local Housing Assistance Plan; and

**WHEREAS**, as required by *section 420.9075, F.S.* It is found that 5 percent of the local housing distribution plus 5 percent of program income is insufficient to adequately pay the necessary costs of administering the local housing assistance plan. The cost of administering the program may not exceed 10 percent of the local housing distribution plus 5% of program income deposited into the trust fund, except that small counties, as defined in s. 120.52(17), and eligible municipalities receiving a local housing distribution of up to \$350,000 may use up to 10 percent of program income for administrative costs.

WHEREAS, the Economic and Community Development Department has prepared a three-year Local Housing Assistance Plan for submission to the Florida Housing Finance Corporation; and

WHEREAS, the County Commission finds that it is in the best interest of the public for Lafayette County, FL to submit the Local Housing Assistance Plan for review and approval so as to qualify for said documentary stamp tax funds; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, LAFAYETTE COUNTY, FLORIDA that:

Section 1: The Board of County Commissioners, Lafayette County, FL hereby approves the Local Housing Assistance Plan, as attached and incorporated hereto for submission to the Florida Housing Finance Corporation as required by ss. 420.907-420-9079, Florida Statutes, for fiscal years 2017/2018, 2018/2019, 2019/2020.

Section 2: The County Manager is hereby designated and authorized to execute any documents and certifications required by the Florida Housing Finance Corporation as related to the Local Housing Assistance Plan, and to do all things necessary and proper to carry out the term and conditions of said program.

Section 3: This resolution shall take effect immediately upon its adoption.

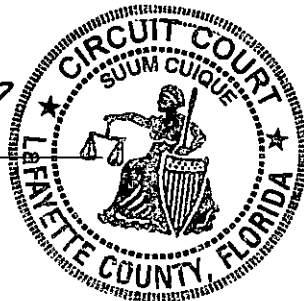
PASSED AND ADOPTED THIS 13th DAY OF March, 2017.

*Earnest Jones*  
Earnest Jones, Chairman  
Board of County Commissioners  
Lafayette County, FL

(SEAL)

ATTEST:

*Stewart*  
County Clerk



**LAFAYETTE COUNTY SHIP**  
**SUBORDINATION AGREEMENT POLICY**

The SHIP Administrator will review the terms of the subordination request based on the following criteria and recommend approval by the Lafayette County Board of County Commissioners. The Board of County Commissioners will make the ultimate decision.

1. The new loan/mortgage cannot be greater than the original loan/mortgage obtained to purchase the home.
2. The interest rate must be the same or less than the original interest rate.
3. Payments must still meet the Home Ownership Affordability criteria.
4. Loan Consolidations are not allowed.
5. There can be no cash back to the borrower.
6. Payments may not be higher than the original payments unless the term is being reduced and the Home Ownership Affordability criteria are met.



AN ORDINANCE IMPOSING A TEMPORARY MORATORIUM ON THE OPERATION OF MEDICAL MARIJUANA TREATMENT CENTERS AND LICENSED DISPENSING ORGANIZATIONS WITHIN LAFAYETTE COUNTY FOR A PERIOD OF ONE ( 1 ) YEAR UNLESS RESCINDED OR EXTENDED BY A SUBSEQUENT ORDINANCE, OR BY A SUBSEQUENT AMENDMENT TO THE COUNTY'S LAND DEVELOPMENT REGULATION OF MARIJUANA TREATMENT CENTERS AND LICENSED DISPENSING ORGANIZATIONS; PROVIDING FOR CONFLICTS; SEVERABILITY AND AN IMMEDIATE EFFECTIVE DATE.

WHEREAS, on November 8, 2016, a Constitutional amendment was passed by Florida voters titled "Use of Marijuana for Debilitating Medical Conditions;" and

WHEREAS, Amendment 2 legalizes the medical use of marijuana and/or cannabis ("marijuana") throughout the State of Florida for individuals with debilitating medical conditions as determined by a licensed Florida physician, and authorizes the registration and regulation of centers that acquire, produce and distribute marijuana for medical purposes; and

WHEREAS, Florida Statutes, Section 381.986, titled the "Compassionate use of local THC and medical cannabis," authorizes qualified physicians to order low-THC cannabis or medical cannabis for qualified patients diagnosed with certain conditions; and

WHEREAS, the Florida Department of Health's Office of Compassionate Use has recently been established and charged with overseeing the regulatory infrastructure for medical cannabis in the state; and

WHEREAS, due to the historic and longstanding legal prohibition of marijuana prior to enactment of Florida Statutes, Section 381.986 and Amendment 2, the land development regulations of Lafayette County ("the County") do not address the use of real property for purposes of cultivating, processing, distributing or selling medical marijuana, low-THC cannabis

or related activities, and such uses of real property have historically not existed within the County; and

WHEREAS, in order to promote effective and responsible land use planning within the County if a licensed dispensing organization should seek to operate within the County, the County Commission wishes to allow sufficient time to research, study and analyze the potential impact of Medical Marijuana Treatment Centers or approved Dispensing Organizations upon adjacent uses and the surrounding areas, traffic, congestion, surrounding property values, demand for County services and other aspects of the public safety and welfare; and

WHEREAS, the County Commission finds that a temporary moratorium on the operation of Medical Marijuana Treatment Centers and approved Dispensing Organizations will allow the County a sufficient period of time to determine what uses are best suited to particular zoning categories and how best to formulate land development regulations that appropriately govern the use of real property for purposes of cultivation, processing, distributing or selling marijuana or related activities; now therefore,

BE IT ORDAINED by the Lafayette County Board of County Commissioners that:

Section 1. Moratorium Imposed. A temporary moratorium is hereby imposed on the operation of Medical Marijuana Treatment Centers and Licensed Dispensing Organizations within Lafayette County. While the temporary moratorium is in effect, the County shall not accept, process or approve any application relating to the operation of a Medical Marijuana Treatment Center or Licensed Dispensing Organization. Nothing in this temporary moratorium shall be construed to prohibit the medical use of marijuana or low-THC cannabis by a qualifying patient, as determined by a licensed Florida physician, pursuant to Amendment 2, Florida Statutes, Section 381.986 or other law.

Section 2. Definitions: For purposes of the temporary moratorium:

A) "Medical Marijuana Treatment Center" - an entity that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils or ointments) transfers, transports, sells, distributes, dispenses or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers and is registered by the Florida Department of Health.

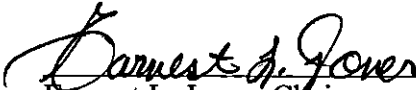
B) "Licensed Dispensing Organization" means an organization approved by the Florida Department of Health's Office of Compassionate Use to cultivate, process and dispense low—THC cannabis and medical cannabis pursuant to Florida Statutes, Section 381.986.

Section 3. Conflicts. In the event the provisions of this Ordinance are in conflict with any other ordinance, then the provisions of this ordinance shall prevail.

Section 4. Severability. If any section, sentence, clause or phrase of this Ordinance is found to be unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Ordinance.

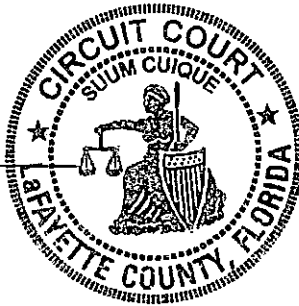
Section 5. Effective Date. This Ordinance shall become effective immediately upon its adoption. The temporary moratorium enacted by this Ordinance shall terminate one (1) year from its effective date, unless rescinded or terminated by a subsequent ordinance or by an amendment to the County's Land Development Regulations addressing the use of real property for purposes of cultivating, processing, distributing or selling medical marijuana, low THC cannabis or related activities.

Passed on first reading this 27<sup>th</sup> day of February, 2017.

  
\_\_\_\_\_  
Ernest L. Jones, Chairman  
Lafayette County Board of County Commissioners

ATTEST :

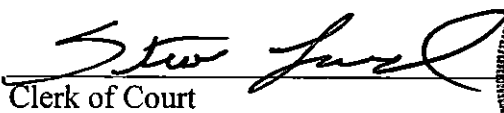
  
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Clerk of Court

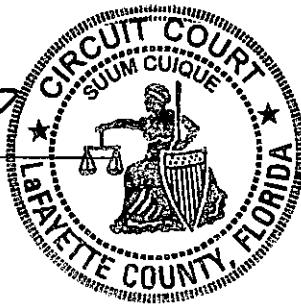


Passed on second reading this 13<sup>th</sup> day of March, 2017.

  
\_\_\_\_\_  
Ernest L. Jones, Chairman  
Lafayette County Board of County Commissioners

ATTEST :

  
\_\_\_\_\_  
Clerk of Court



**Check History Report**  
**Sorted By Check Number**  
**Activity From: 3/13/2017 to 3/13/2017**

**BOOK 38 PAGE 217**

**Lafayette County (GNF)**

Bank Code: A General Fund

Check Number	Check Date	Vendor Number	Name	Check Amount	Check Type
056657	3/13/2017	AFLAC	AFLAC	1,659.62	Auto
056658	3/13/2017	APS	Alachua Pest Services, LLC	435.33	Auto
056659	3/13/2017	BEARD	Beard Equipment Company	302.51	Auto
056660	3/13/2017	BPE	Byrd's Power Equipment	199.96	Auto
056661	3/13/2017	BR	Blue Rok, Inc.	684.76	Auto
056662	3/13/2017	BSW	Blue Summit Waters, LLC	158.75	Auto
056663	3/13/2017	CEI	Crigler Enterprises, Inc.	421.20	Auto
056664	3/13/2017	CINTAS	Cintas Corporation #148	195.72	Auto
056665	3/13/2017	CSL	Cotton State Life	13.28	Auto
056666	3/13/2017	CTY	Cindy Tysall	63.27	Auto
056667	3/13/2017	DA	Darabi & Associates	2,209.63	Auto
056668	3/13/2017	DBM	Dr. Bogdan Maliszewski	700.00	Auto
056669	3/13/2017	DISH	Dish Network	121.18	Auto
056670	3/13/2017	EEI	Emergency Educational Institut	370.00	Auto
056671	3/13/2017	GDH	Genesis Door and Hardware	918.00	Auto
056672	3/13/2017	HASI	Hamlin Auto Supply, Inc	584.27	Auto
056673	3/13/2017	JFS	Jiffy Food Stores	801.78	Auto
056674	3/13/2017	JPB	Nature Coast Services, LLC	600.00	Auto
056675	3/13/2017	KWB	Ketchum, Wood & Burgert	3,738.00	Auto
056676	3/13/2017	L4H	Lafayette 4-H	1,171.70	Auto
056677	3/13/2017	MACL	Mayo Air Conditioning, LLC	4,800.00	Auto
056678	3/13/2017	MAP	Mayo Auto Parts	2,198.66	Auto
056679	3/13/2017	MBH	Meridian Behavioral Healthcare	425.00	Auto
056680	3/13/2017	MH	Mayo Hardware	2,225.08	Auto
056681	3/13/2017	MOS	McCrimon's Office Supply	117.00	Auto
056682	3/13/2017	MT	Mayo Thriftway	154.86	Auto
056683	3/13/2017	MTC	Mayo Truss Company	293.30	Auto
056684	3/13/2017	MTG	Matheson Tri-Gas Inc.	732.31	Auto
056685	3/13/2017	MTRI	Med-Tech Resource Inc.	473.18	Auto
056686	3/13/2017	NFPM	North Florida Pharmacy of Mayo	233.13	Auto
056687	3/13/2017	NGN	Nabors Giblin & Nickerson P.A.	4,440.90	Auto
056688	3/13/2017	NTC	Nextran Truck Center - Lake Ci	679.09	Auto
056689	3/13/2017	QC	Quill Corporation	367.53	Auto
056690	3/13/2017	QMC	Quick Med Claims	1,868.19	Auto
056691	3/13/2017	SC	Sports Connection	498.00	Auto
056692	3/13/2017	SGMG	South Georgia Media Group	908.37	Auto
056693	3/13/2017	SVE	Suwannee Valley Electric	28.69	Auto
056694	3/13/2017	TCI	Tri-County Irrigation, Inc.	80.06	Auto
056695	3/13/2017	TOM	Town of Mayo	667.07	Auto
056696	3/13/2017	VA	Vitreoretinal Associates	100.00	Auto
056697	3/13/2017	W	Windstream	507.79	Auto
056698	3/13/2017	WBH	W. B. Howland Co.	368.20	Auto
056699	3/13/2017	WOS	Ware Oil & Supply	1,582.01	Auto
056700	3/13/2017	WRW	W R Williams Distributors	8,353.99	Auto
056701	3/13/2017	A+T	A+ Trailers & Fabrication, Inc	48.50	Auto
056702	3/13/2017	AIG	AIG/American General	262.02	Auto
056703	3/13/2017	GLC	Greatamerica Financial Service	48.87	Auto
056704	3/13/2017	LCCC	Lafayette County Clerk of Cour	15,058.91	Auto
056705	3/13/2017	LCPA	Lafayette County Property App.	23,841.75	Auto
056722	3/13/2017	LCSC	Lafayette County Sheriff	70,000.00	Auto
056723	3/13/2017	LCSE	Lafayette County Sup of Electi	17,752.33	Auto
056724	3/13/2017	LCSE9	Lafayette County Sheriff	20,500.00	Auto
056725	3/13/2017	LCSLE	Lafayette County Sheriff	75,000.00	Auto
056726	3/13/2017	LCTC	Lafayette County Tax Collector	22,863.00	Auto

Bank Code: A General Fund

Check Number	Check Date	Vendor Number	Name	Check Amount	Check Type
056727	3/13/2017	LN	Liberty National Life Insuranc	741.92	Auto
056728	3/13/2017	ME	Mowrey Elevator Co of FL	245.37	Auto
056729	3/13/2017	MP	Mayo Postmaster	294.00	Auto
056730	3/13/2017	MTRI	Med-Tech Resource Inc.	487.35	Auto
056731	3/13/2017	PD	Public Defender Occupancy Acco	364.00	Auto
056732	3/13/2017	PDIT	Public Defender I.T.	290.00	Auto
056733	3/13/2017	QC	Quill Corporation	129.90	Auto
056734	3/13/2017	SA	Jeff Siegmeister	1,825.17	Auto
056735	3/13/2017	SAIT	Jeff Siegmeister	740.15	Auto
056736	3/13/2017	SREC	Suwannee River Economic Council	7,328.00	Auto

Bank A Total: 305,272.61  
 Report Total: 305,272.61

THESE INVOICES HAVE BEEN EXAMINED AND APPROVED FOR PAYMENT BY THE LAFAYETTE COUNTY BOARD OF COMMISSIONERS ON THIS 13TH DAY OF MARCH, 2017.

*Jana Sal*  
 \_\_\_\_\_  
*Thomas [Signature]*  
 \_\_\_\_\_  
*Awa Walker*  
 \_\_\_\_\_  
*[Signature]*  
 \_\_\_\_\_  
*Carnest D. Jones*  
 \_\_\_\_\_


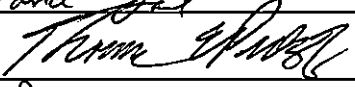
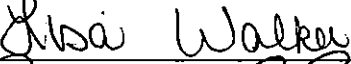
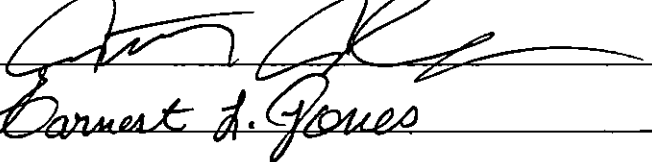
**BOARD OF COUNTY COMMISSIONERS, LAFAYETTE COUNTY, FL**

LIST OF WARRANTS DRAWN ON THE EMERGENCY 911 FUND.

FROM THE FIRST FEDERAL BANK, ON MARCH 13, 2017

TO WHOM ISSUED	PURPOSE OF EXPENDITURE	ACCOUNT NUMBER	WARRANT NO.	AMOUNT
WINDSTREAM STATE OF FLORIDA	COMMUNICATIONS COMMUNICATIONS	526-410 526-410		\$ 254.58
				\$ 551.62
TOTAL				\$ 806.20

THESE INVOICES HAVE BEEN EXAMINED AND APPROVED FOR PAYMENT BY THE LAFAYETTE COUNTY BOARD OF COUNTY COMMISSIONERS ON THIS 13TH DAY OF MARCH, 2017.

This Instrument Prepared By:  
Davis, Schnitker, Reeves & Browning, P.A.  
519 W. Base Street  
Lafayette, FL 32340

Inst: 201724000455 Date: 3/13/2017 Time: 1:39 PM  
DC, Steve Land, Lafayette County Page 1 of 2 B:366 P:482

BOOK 38 PAGE 220

RELEASE OF LIEN AGREEMENT UNDER  
STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM

WHEREAS, LACINDA L. O'STEEN, executed and delivered to Lafayette County, Florida, a political subdivision existing under the laws of the State of Florida that certain lien agreement under State Housing Initiatives Partnership Program dated a November 19, 2010, and recorded in Official Record Book 300, Page 42, Public Records of Lafayette County, Florida, granting to Lafayette County, Florida, a lien against the following described real property situated in Lafayette County, Florida to-wit:

AS DESCRIBED THEREIN:

WHEREAS, LACINDA L. O'STEEN, has paid to Lafayette County, Florida, the sum of \$8,000.00 in reimbursement and repayment of funds paid to or for the benefit of, Lafayette County to assist in the purchase of the above described property.

NOW, THEREFORE, in consideration of the sum of \$8,000.00, and other good and valuable considerations, the receipt whereof are hereby acknowledged, Lafayette County, Florida, hereby releases and cancels the lien held against the above described real property by virtue of the afore described lien agreement under State Housing Initiatives Partnership Program.

IN WITNESS WHEREOF, Lafayette County, Florida, a political subdivision existing under the laws of the State of Florida, has caused these presents to be executed this 13th day of March, 2017.

Signed, Sealed, and Delivered  
in the presence of:

Lafayette County, Florida

Hannah Owens  
WITNESS

BY: Barnett D. Jones

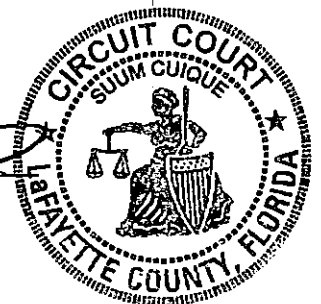
Hannah Owens  
(print or type name of witness)

Misty Shows  
WITNESS

ATTEST:

Misty Shows  
(print or type name of witness)

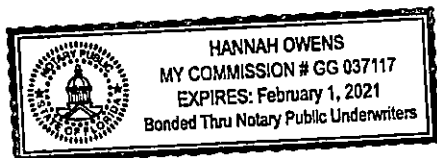
Steve Land





STATE OF FLORIDA  
COUNTY OF Lafayette

The foregoing instrument was acknowledged before me this 13th day of March, 2017, by Earnest L. Jones and Steve Lancel, respectively, of and on behalf of LAFAYETTE COUNTY, FLORIDA, who are personally known to me, and who did not take an oath.



Hannah Owens  
\_\_\_\_\_  
Hannah Owens  
Notary Public (please print  
name under signature)  
commission #

My Commission Expires:

MEMORANDUM  
TO: THE PRESIDENT  
FROM: [Illegible]  
SUBJECT: [Illegible]

[Illegible text]

[Illegible text]

[Illegible text]



**LAFAYETTE COUNTY**  
*Board of County Commissioners*



**P.O. BOX 88 • MAYO, FL 32066**  
**(386) 294-1600**  
**FAX (386) 294-4231**

*Lance Lamb – Dist. 1*  
*Thomas E. Pridgeon, Jr. – Dist. 2*  
*Lisa Walker – Dist. 3*

*Anthony Adams – Dist. 4*  
*Earnest Jones – Dist. 5*

March 14, 2017

**BOOK 38 PAGE 222**

MEMORANDUM

TO:

RE: Grant funding Request to the Florida Fish and Wildlife Conservation Commission (FWC) for Removal of Derelict Vessel from Lafayette's Waterway.

The Board of County Commissioners, in regular session on March 13, 2017, granted permission to apply for the FWC Derelict Vessel Removal Grant Funding; authorized the Clerk of Court to execute the subsequent grant contracts, if awarded and approved by the County Attorney, and approved any necessary budgetary actions.

Your continued cooperation is greatly appreciated.

Sincerely,

Handwritten signature of Earnest Jones in cursive script.

BOARD OF COUNTY COMMISSIONERS  
EARNEST JONES, CHAIRMAN

18B



**LAFAYETTE COUNTY**  
*Board of County Commissioners*



**P.O. BOX 88 • MAYO, FL 32066**  
**(386) 294-1600**  
**FAX (386) 294-4231**

*Lance Lamb – Dist. 1*  
*Thomas E. Pridgeon, Jr. – Dist. 2*  
*Lisa Walker – Dist. 3*

*Anthony Adams – Dist. 4*  
*Earnest Jones – Dist. 5*

March 1, 2017

**BOOK 38 PAGE 223**

FWC Division of Law Enforcement  
Boating & waterways Section  
Attn: Derelict Vessel Removal Program  
620 South Meridian St, Rm 235  
Tallahassee, Florida 32399-1600

RE: Derelict Vessel Grant Application

To Whom It May Concern:

Attached for your review is Lafayette County's application for funding assistance for derelict vessel removal through the FWC Bulk Derelict Vessel Grant program. We respectfully request your review of our application for assistance in the amount of \$8,600 for the removal of one vessel from Lafayette's waterways.

Please contact me at (386) 294-1600 or by email at [sland@lafayetteclerk.com](mailto:sland@lafayetteclerk.com) with any questions or if further information is required.

Sincerely,

A handwritten signature in cursive script that reads "Earnest J. Jones".  
Earnest Jones, Chairman

Lafayette County Board of County Commissioners

Division of Water Restoration Assistance

**Legislative Projects Grant Work Plan Template for FY 16-17**  
(Simplified version, based on Revised Version 5/16/16)

**ATTACHMENT A  
GRANT WORK PLAN**

**BOOK 38 PAGE 224**

**PROJECT TITLE:** \_CR 300 Flood Mitigation

**PROJECT LOCATION:** CR 300 Just South of SR 27, Roosevelt neighborhood and surrounding areas  
The Project will be located in the Roosevelt neighborhood, which is located within the City of Mayo in Lafayette County, Florida. Project coordinates are latitude 30,03,12.25 N and longitude 83,10,9.41 W.

**PROJECT BACKGROUND:** 2014 Excessive rain and flooding caused major flooding of CR 300, homes, businesses and the local area surrounding the local retirement area. County Emergency Management initiated a pumping process using portable pumps to transfer the storm water to a low allowing proper discharge under SR 27. This practice proved to be successful and minimized damage to CR 300 and area residents. Lafayette County requested Funding through the Legislative process to construct proper storm water collection and storage for aquifer recharge during dry weather and prevent flooding during extreme wet weather events. SRWMD has provide funding for Land acquisition and The Legislative appropriation funds will be used to permit and construct proper conveyance system for flood control. The City of Mayo, commissioned a study of Flooding areas within City and addressed this area within Lafayette County (Grantee) in general Terms. This area flooding has been well documented and the proposed remedial action has been reviewed and in fact was documented by the Emergency Management Flood Control efforts. CR 300, Roosevelt Area flooding control improvements, within Lafayette County has been identified as a top priority to eliminate or reduce the problem. Drainage improvements in the area were identified as flooding control top priority within Lafayette County.

**PROJECT DESCRIPTION:** *{This should be a concise summary of the project and include details on what work will be completed and the purpose and benefits of the project. EXAMPLE text is included. Revise as needed.}* The Grantee intends to upgrade the existing infrastructure in the CR 300, Roosevelt area neighborhood based on data collected and practices incorporated during the storm event. While subject to final engineering design, the proposed stormwater improvements will consist of land acquisition for storm water storage and transfer to the drainage basin by gravity flow or pumping as may be needed. This may include upgrading existing pipe sizes, replacing failing corrugated metal pipe, addressing road crossings, alleviating capacity by redirecting flow, and removing pipes with negative slopes. Proposed improvements will eliminate flooding for 25 year critical events and reduce 100 year critical event flooding by fifty percent.

**TASKS and DELIVERABLES:**

**Task #: Design and Permitting**

**Task Description:** The Grantee will complete the design of Storm water Management System and obtain all necessary permits for construction of the project.

**Deliverables:** An electronic copy of the final design, including professional certification as applicable, and a list of all required permits identifying issue dates and issuing authorities submitted to the Department's Grant Manager. Upon request, the Grantee will provide copies of obtained permits or permit related correspondence or documentation and/or a paper copy of the final design.

18c

**Performance Standard:** The Department's Grant Manager will review the deliverables to verify that they meet the specifications in the Grant Work Plan and this task description. Upon review and written acceptance by the Department's Grant Manager of all deliverables under this task the Grantee may proceed with payment request submittal.

**Payment Request Schedule:** Grantee may submit a payment request for cost reimbursement upon completion of the task and Department approval of all associated task deliverables.

**Task #: Bidding and Contractor Selection**

**Task Description:** The Grantee will subcontract the construction of the Storm water Pipping, Pump and other designed functions with a qualified and licensed contractor, selected through the Grantee's procurement process. The Grantee shall prepare and solicit bids utilizing a bid package in accordance with state and federal laws and this Agreement. Included in this task are pre-bid meeting(s) in response to bid questions. County may use County staff and Road Dept. personnel for the storm water pond excavation and storage facilities.

**Deliverables:** Completed bidding and contractor selection as evidenced by: 1) Electronic copy of public notice of advertisement for the bid; 2) electronic access to all inquiries, questions, and comments regarding the bid documents; 3) electronic copy of bid package; 4) written notice of selected contractor; 5) electronic copy of executed subcontract(s) provided prior to submitting any invoices for the subcontracted work.

**Performance Standard:** The Department's Grant Manager will review the deliverables to verify that they meet the specifications in the Grant Work Plan and this task description. Upon review and written acceptance by the Department's Grant Manager of all deliverables under this task, the Grantee may proceed with payment request submittal.

**Payment Request Schedule:** Grantee may submit a payment request for cost reimbursement upon completion of the task and Department approval of all associated task deliverables.

**Task #: Construction of Project**

**Task Description:** The Grantee will construct the designed and permitted Storm water management system in accordance with the final design(s) and required permits. County Consulting engineer will Design, Permit and advertise for construction, With the approval and consent of the Lafayette County Board of County Commissioners, will award the contract to the lowest qualified bidder. The Engineer will process and approve Contractor work and partial Payments.

**Deliverables:** The designed and permitted Storm water system will be constructed as described in this task, as evidenced by: 1) Dated color photographs of the construction site(s) prior to, during, and immediately following completion of the construction task; 2) written verification that the Grantee has received record drawings and any required final inspection report(s) for the project; 3) signed acceptance of the completed work by the Grantee; and, 4) signed statement from a Florida Licensed Professional Engineer indicating construction has been completed in accordance with the design.

**Performance Standard:** The Department's Grant Manager will review the deliverables to verify that they meet the specifications in the Grant Work Plan and this task description and that work is being performed in accordance with the Grantee's construction contract documents. Upon review and written approval by the Department's Grant Manager of all deliverables under this task, the Grantee may proceed with payment request submittal.

**Payment Request Schedule:** Grantee may submit a payment request for cost reimbursement upon completion of the task and Department approval of all associated task deliverables.

**Task #: Construction**

**Task Description:** The Grantee will construct the Storm water system in accordance with the final design(s) and required permits.

**Deliverable #a :** Construction completed to date as described in this task, as evidenced by these interim deliverables: 1) Signed acceptance of the completed work by the Grantee, 2) Contractor's Application and Certification for Payment, 3) dated color photographs of on-going work representing time period covered in payment request. These interim deliverables must be submitted 14 days prior to each payment request and may be submitted no more frequently than monthly.

**Performance Standard:** The Department's Grant Manager will review each submitted interim deliverable to verify that that it meets the specifications in the Grant Work Plan and this task description and that work is being performed in accordance with the Grantee's construction contract documents and specifications. Upon review and written acceptance of each monthly interim deliverables submittal by the Department's Grant Manager, the Grantee may proceed with payment request submittal for costs associated with that month under this task.

Contractor's Application and Certification for Payment should include the following supporting documentation:

1. An itemized summary of the materials, labor, and/or services utilized during the period for which payment is being requested or % of completion.
2. The summary should identify the nature of the work performed; the amount expended for such work; the name of the person/entity providing the service or performing the work; proof of payment of the invoices; and evidence of all work conducted for which a request for payment is being made.
3. Evidence may include references to any drafts or partially-complete designs, surveys, environmental documents and/or permit applications, drawings, and specifications (which must be made available upon request); and documentation demonstrating partial completion of construction activities.

**Deliverable #b.** Percent of each task constructed as described in this task, as evidenced by these final deliverables: 1) Dated color photographs of the construction site(s) prior to, during, and immediately following completion of the construction task; 2) written verification that the Grantee has received record drawings and any required final inspection report(s) for the project; 3) signed acceptance of the completed work by the Grantee; and 4) signed statement from a Florida Licensed Professional Engineer indicating construction has been completed in accordance with the design.

**Performance Standard:** The Department's Grant Manager will review the final deliverables to verify that they meet the specifications in the Grant Work Plan and this task description and that work is being performed in accordance with the Grantee's construction contract documents and specifications. Upon review and written approval by the Department's Grant Manager of all final deliverables under this task, the Grantee may proceed with payment request submittal.

**Payment Request Schedule:** Grantee may submit a payment request for cost reimbursement no more frequently than once per Month. The outlined Interim Deliverable(s) and/or Final Deliverable(s) must have

been submitted and accepted in writing by the Department's Grant Manager prior to payment request submittal.

**PROJECT TIMELINE:** The tasks must be completed by the corresponding task end date and all deliverables must be received by the designated due date.

Task/ Deliverable No.	Task or Deliverable Title	Task Start Date	Task End Date	Deliverable Due Date/ Frequency
1	Preliminary Engineering and Survey, Community workshop	{mm/dd/yy}	{mm/dd/yy}	
2	SRWMD Permitting	{mm/dd/yy}	{mm/dd/yy}	
3	Project design and Community Workshop	leave blank	leave blank	{mm/dd/yy}
4	Bidding and Contractor selection	leave blank	leave blank	{mm/dd/yy}
5	Contract Administration and Inspection			
6	Final Certification and As built plans	leave blank	leave blank	{Monthly by 15 <sup>th</sup> }

**BUDGET DETAIL BY TASK:**

*{Include the budget category or categories for each task and summarize the respective funding amount. Generally, legislative appropriations should be limited to the following: Contractual Services, Supplies/Other Expenses, Equipment, Land. DELETE non-applicable categories.}*

Task No.	Budget Category	Budget Amount
1	Preliminary Engineering & Survey	\$55,000.00
	Engineering design & Permitting	\$75,000.00
		\$
		\$
	<b>Total for Task:</b>	<b>\$130,000.00</b>
2	Contractual Services	\$270,000.00
		\$
		\$
		\$
	<b>Total for Task</b>	<b>\$270,000.00</b>
3	Contractual Services	\$
		\$
		\$
		\$
	<b>Total for Task</b>	<b>\$400,000.00</b>

**PROJECT BUDGET SUMMARY:** Cost reimbursable grant funding must not exceed the category totals for the project as indicated below.



Category Totals	Grant Funding, Not to Exceed, \$
Contractual Services Total	\$400,000.00
	\$
	\$
	\$
<b>Total:</b>	<b>\$400,000.00</b>

**ATTACHMENT A  
GRANT WORK PLAN**

**BOOK 38 PAGE 229**

**PROJECT TITLE:** Lafayette County CR 300 Flood and Stormwater

**PROJECT LOCATION:** CR 300 Just South of SR 27, Roosevelt neighborhood and surrounding areas  
The Project will be located in the Roosevelt neighborhood, which is located within the City of Mayo in Lafayette County, Florida. Project coordinates are latitude 30°03'12.25" N and longitude 83°10'9.41" W.

**PROJECT BACKGROUND:** 2014 Excessive rain and flooding caused major flooding of CR 300, homes, businesses and the local area surrounding the local retirement area. County Emergency Management initiated a pumping process using portable pumps to transfer the storm water to a low allowing proper discharge under SR 27. This practice proved to be successful and minimized damage to CR 300 and area residents. Lafayette County requested Funding through the Legislative process to construct proper storm water collection and storage for aquifer recharge during dry weather and prevent flooding during extreme wet weather events. SRWMD has provide funding for Land acquisition and The Legislative appropriation funds will be used to permit and construct proper conveyance system for flood control. The City of Mayo, commissioned a study of Flooding areas within City and addressed this area within Lafayette County (Grantee) in general Terms. This area flooding has been well documented and the proposed remedial action has been reviewed and in fact was documented by the Emergency Management Flood Control efforts. CR 300, Roosevelt Area flooding control improvements, within Lafayette County has been identified as a top priority to eliminate or reduce the problem. Drainage improvements in the area were identified as flooding control top priority within Lafayette County.

**PROJECT DESCRIPTION:** The Grantee intends to upgrade the existing infrastructure in the CR 300, Roosevelt area neighborhood based on data collected and practices incorporated during the storm event. While subject to final engineering design, the proposed stormwater improvements will consist of land acquisition for storm water storage and transfer to the drainage basin by gravity flow or pumping as may be needed. This may include upgrading existing pipe sizes, replacing failing corrugated metal pipe, addressing road crossings, alleviating capacity by redirecting flow, and removing pipes with negative slopes. Proposed improvements will eliminate flooding for 25 year critical events and reduce 100-year critical event flooding by fifty percent.

**TASKS and DELIVERABLES:**

**Task 1: Pre-Design Engineering Study**

**Task Description:** The Grantee will perform a pre-design analysis of the CR 300 Flood and Stormwater project and produce a pre-design report that will detail the scope of the problem in the analysis area, outline design options, and identify tasks required to complete resolution of the problem.

**Deliverables:** Final pre-design report submitted electronically to the Department's Grant Manager. Upon request, the Grantee will provide a paper copy of the final pre-design report.

**Performance Standard:** The Department's Grant Manager will review the deliverable to verify that it meets the specifications in the Grant Work Plan and this task description. Upon review and written acceptance by the Department's Grant Manager of all deliverables under this task, the Grantee may proceed with payment request submittal.

**Task 2: Design and Permitting**

**Task Description:** The Grantee will complete the design of Storm Water Management System and obtain all necessary permits for construction of the project.

**Deliverables:** An electronic copy of the final design, including professional certification as applicable, and a list of all required permits identifying issue dates and issuing authorities submitted to the Department's Grant Manager. Upon request, the Grantee will provide copies of obtained permits or permit related correspondence or documentation and/or a paper copy of the final design.

**Performance Standard:** The Department's Grant Manager will review the deliverables to verify that they meet the specifications in the Grant Work Plan and this task description. Upon review and written acceptance by the Department's Grant Manager of all deliverables under this task the Grantee may proceed with payment request submittal.

### **Task 3: Bidding and Contractor Selection**

**Task Description:** The Grantee will subcontract the construction of the stormwater piping, pump, and other designed functions with a qualified and licensed contractor, selected through the Grantee's procurement process. The Grantee shall prepare and solicit bids utilizing a bid package in accordance with state and federal laws and this Agreement. Included in this task are pre-bid meeting(s) in response to bid questions. County may use County staff and Road Dept. personnel for the storm water pond excavation and storage facilities.

**Deliverables:** Completed bidding and contractor selection as evidenced by: 1) Electronic copy of public notice of advertisement for the bid; 2) electronic access to all inquiries, questions, and comments regarding the bid documents; 3) electronic copy of bid package; 4) written notice of selected contractor; 5) electronic copy of executed subcontract(s) provided prior to submitting any invoices for the subcontracted work.

**Performance Standard:** The Department's Grant Manager will review the deliverables to verify that they meet the specifications in the Grant Work Plan and this task description. Upon review and written acceptance by the Department's Grant Manager of all deliverables under this task, the Grantee may proceed with payment request submittal.

### **Task 4: Construction**

**Task Description:** The Grantee will construct the CR300 Flood and Stormwater project in accordance with the final design(s) and required permits.

**Deliverable 4a:** Construction completed to date as described in this task, as evidenced by these interim deliverables: 1) Signed acceptance of the completed work by the Grantee, 2) Contractor's Application and Certification for Payment, 3) dated color photographs of on-going work representing time period covered in payment request. These interim deliverables must be submitted 14 days prior to each payment request and may be submitted no more frequently than monthly.

**Performance Standard:** The Department's Grant Manager will review each submitted interim deliverable to verify that that it meets the specifications in the Grant Work Plan and this task description and that work is being performed in accordance with the Grantee's construction contract documents and specifications. Upon review and written acceptance of each monthly interim deliverables submittal by the Department's Grant Manager, the Grantee may proceed with payment request submittal for costs associated with that month under this task.

Contractor's Application and Certification for Payment should include the following supporting documentation:

1. An itemized summary of the materials, labor, and/or services utilized during the period for which payment is being requested or % of completion.
2. The summary should identify the nature of the work performed; the amount expended for such work; the name of the person/entity providing the service or performing the work; proof of payment of the invoices; and evidence of all work conducted for which a request for payment is being made.
3. Evidence may include references to any drafts or partially-complete designs, surveys, environmental documents and/or permit applications, drawings, and specifications (which must be made available upon request); and documentation demonstrating partial completion of construction activities.

**Deliverable 4b:** CR 300 Flood and Stormwater Project constructed as described in this task, as evidenced by these final deliverables: 1) Dated color photographs of the construction site(s) prior to, during, and immediately following completion of the construction task; 2) written verification that the Grantee has received record drawings and any required final inspection report(s) for the project; 3) signed acceptance of the completed work by the Grantee; and 4) signed statement from a Florida Licensed Professional Engineer indicating construction has been completed in accordance with the design.

**Performance Standard:** The Department’s Grant Manager will review the final deliverables to verify that they meet the specifications in the Grant Work Plan and this task description and that work is being performed in accordance with the Grantee’s construction contract documents and specifications. Upon review and written approval by the Department’s Grant Manager of all final deliverables under this task, the Grantee may proceed with payment request submittal.

**Payment Request Schedule:** Grantee may submit a payment request for cost reimbursement no more frequently than once per month. The outlined Interim Deliverable(s) and/or Final Deliverable(s) must have been submitted and accepted in writing by the Department’s Grant Manager prior to payment request submittal.

**PROJECT TIMELINE:** The tasks must be completed by the corresponding task end date and all deliverables must be received by the designated due date.

Task/ Deliverable No.	Task or Deliverable Title	Task Start Date	Task End Date	Deliverable Due Date/ Frequency
1	Pre-Design Engineering Report	7/1/2016		
2	Design & Permitting	7/1/2016		
3	Bidding & Contractor Selection	7/1/2016		
4	Construction	7/1/2016		
4a	Interim Deliverables			
4b	Final Deliverables			

**BUDGET DETAIL BY TASK:****BOOK 38 PAGE 232**

<b>Task No.</b>	<b>Budget Category</b>	<b>Budget Amount</b>
1	Contractual Services	\$55,000
	<b>Total for Task:</b>	<b>\$55,000</b>
2	Contractual Services	\$75,000
	<b>Total for Task:</b>	<b>\$75,000</b>
3	Contractual Services	\$0
	<b>Total for Task:</b>	<b>\$0</b>
4	Contractual Services	\$270,000
	<b>Total for Task:</b>	<b>\$270,000</b>

**PROJECT BUDGET SUMMARY:** Cost reimbursable grant funding must not exceed the category totals for the project as indicated below.

<b>Category Totals</b>	<b>Grant Funding, Not to Exceed, \$</b>
Contractual Services Total	\$425,000.00
<b>Total:</b>	<b>\$425,000.00</b>