



BOARD OF COUNTY COMMISSIONERS

THE KEYSTONE COUNTY-ESTABLISHED 1827

435 W. Walnut St., Monticello, Florida 32344

Benjamin "Benny" Bishop
District 1

Eugene C. Hall
District 2

Hines F. Boyd
District 3

Betsy Barfield
District 4

Stephen Walker
District 5

Regular Session Agenda November 17, 2015 at the Courthouse Annex 1 Courthouse Circle Monticello, FL 32344

1. 6:00 P.M. – Call to Order, Invocation, Pledge of Allegiance
2. Public Announcements, Presentations, & Awards
3. Election of Chair
4. Election of Vice-Chair
6. Consent Agenda
 - a) Approval of Agenda
 - b) Minutes of November 3, 2015 Regular Session
 - c) NFEDP Regional Rural Development Grant Support Letter
7. Citizens Request & Input on Non-Agenda Items (3 Minute Limit)
8. General Business
 - a) Resolution-Osceola County Housing Finance Authority – Parrish Barwick
 - b) Non- Profit Small Grant Program – Commissioner Barfield
 - c) Brownfield – Legislative Committee/Dick Bailar
 - d) Lloyd Interchange Brownfield District Advisory Committee Appointments – Julie Conley/Kirk Reams
9. County Coordinator
10. Commissioner Discussion Items
11. Adjourn

From the manual "Government in the Sunshine", page 40:

Paragraph C. Each board, commission or agency of this state or of any political subdivision thereof shall include in the notice of any meeting or hearing, if notice of meeting or hearing is required, of such board, commission, or agency, conspicuously on such notice, the advice that if a person decides to appeal any decision made by the board, agency or commission with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings, and for such purpose he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Kirk Reams
Clerk of Courts

Parrish Barwick
County Coordinator

T. Buckingham Bird
County Attorney

ITEM 3

CONSENT AGENDA ITEMS

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR SESSION
November 3, 2015

The Board met this date in regular session. Present were Chairperson Benjamin “Benny” Bishop, Commissioners Betsy Barfield, Hines Boyd, Eugene Hall and Stephen Walker. Also present were County Planning Attorney Scott Shirley, County Coordinator Parrish Barwick and Clerk of Court Kirk Reams.

ITEM 1: Invocation & Pledge of Allegiance

1. County Coordinator Parrish Barwick led the invocation and pledge of allegiance.

ITEM 2: Public Annoucements, Presentations & Awards

2. Brian Desloge, newly elected as President of the National Association of Counties, introduced himself to the Board and briefly discussed the benefits of the association.
3. Dick Bailar, on behalf of the legislative committee, stated the Legislative Committee was scheduling meetings with House and Senate and would report back to the Board with any new information. He also let the Board know that the session would begin on January 12th, 2016.
4. Property Appraiser Angela Gray presented a check to the Board for unused budgeted funds.

ITEM 3: Consent Agenda

5. **On motion by Commissioner Hall, seconded by Commissioner Walker and unanimously carried (5-0), the consent agenda—consisting of the approval of the agenda, the minutes of the October 20th, 2015 Regular Session and the SHIP Satisfaction of Lien—was approved.**

ITEM 4: Citizens Request & Input on Non-Agenda Items

6. Citizen Paul Henry expressed his concerns about government spending.
7. Hardy Brumbley stated his concerns that log trucks traveling in Wacissa and Waukeenah were speeding and putting citizens in danger. He asked the Board to consider additional signage and/or speed bumps.

ITEM 5a: CDBG (Ec. Dev.) for Infrastructure at SR-59/I-10 Interchange

8. Bruce Ballister, with Apalachee Regional Planning Council presented this item on behalf of business owner Arun Kundra and requested the Board allow him to move forward with his application for a CDBG grant for infrastructure. Mr. Ballister requested that public hearings be held in December and January with the Task Force meeting in November. **On motion by Commissioner Barfield,**

seconded by Commissioner Boyd and unanimously carried, the Board approved Mr. Kundra's request to move forward.

ITEM 5b: SHIP Annual Report 13-14/SHIP 13-14 Close-Out Certification

9. County Coordinator Parrish Barwick presented the annual report to the Board and requested approval. **On motion by Commissioner Barfield, seconded by Commissioner Walker and unanimously carried, the Board approved the report.**

ITEM 5c: Non-Profit Grant Program

10. Commissioner Barfield requested this item be tabled to a future meeting.

ITEM 5d: Annual Report Request

11. Commissioner Hall introduced this item and presented the Board with a copy of Leon County's Annual Report. He stated his desire to have something similar generated by Jefferson County each year. After a brief discussion, it was determined that the County would not spend more than \$2000 and the County Coordinator's Office would prepare a draft in-house with assistance from citizen volunteer Phil Calandra. **On motion by Commissioner Boyd, seconded by Commissioner Hall and carried 4 to 1 (Bishop opposed), the Board voted to move forward with this item.**

ITEM 5e: Request for Stairs at Wacissa River Park

12. Commissioner Walker introduced this item and requested that County Engineer Daryle Gray, with Preble-Rish, discuss possible costs associated with installing steps at the Wacissa River Park. Mr. Gray estimated a cost of \$8605 for fourteen foot wide stairs. Commissioner Barfield expressed a concern with the width of the stairs. **On motion by Commissioner Barfield, seconded by Commissioner Hall and unanimously carried, the Board approved the stairs at the Wacissa River Park with the caveat that they may alter the width at a later date with funds coming from a budget amendment for 2015 PILOT funds from SRWMD.**

ITEM 5f: Library Director Position

13. County Coordinator Parrish Barwick introduced this item and recommended Interim Library Director Natalie Binder be hired as the new Library Director. **On motion by Commissioner Walker, seconded by Commissioner Barfield and unanimously carried, the Board approved Ms. Binder as the Library Director.**

ITEM 7: Commissioner Discussion Items

14. County Attorney Buck Bird discussed the offer to purchase a piece of land at the Industrial Park and stated the Board still needed a formal appraisal in order to determine the value of the land and a fair purchase price.

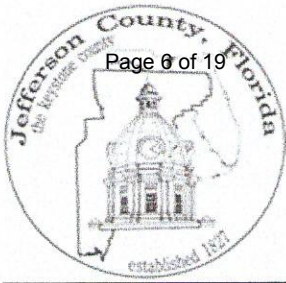
15. Commissioner Barfield discussed the possibility of additional Brownfield designations for US-19 North. Clerk of Court Kirk Reams stated that he and citizen Phil Calandra were working on this issue and recommended holding a workshop with the City of Monticello sometime in January.
16. Commissioner Walker gave an update on the most recent SRWMD meeting.

ITEM 9: Adjournment

17. The warrant register was reviewed and bills ordered paid.
18. **On motion by Chairman Walker, seconded by Commissioner Hall and unanimously carried, the meeting was adjourned.**

Attest: _____
Clerk

Chairman



BOARD OF COUNTY COMMISSIONERS JEFFERSON COUNTY, FLORIDA

THE KEYSTONE COUNTY-ESTABLISHED 1827
450 WEST WALNUT STREET; MONTICELLO, FLORIDA 32344
PHONE: (850)-342-0287

Benjamin Bishop
District 1, Chair

Gene Hall
District 2

Hines F. Boyd
District 3

Betsy Barfield
District 4

Stephen Walker
District 5, Vice-chair

November 17, 2015

Julie S. Conley, Chair
North Florida Economic Development
Partnership
3200 Commonwealth Boulevard
Suite B
Tallahassee, Florida 32303

Dear Ms. Conley:

On behalf of the Jefferson County Board of Commissioners, I offer support for the Regional Rural Development Grant application being submitted to the Department of Economic Opportunity, to promote economic growth in the region. Our county has been a member of the NFEDP since its inception and continues to support its growth and success through our membership dues and through participation in meetings and events. We look forward to continued progress, not only for Jefferson County, but for all the counties in the North Central Rural Area of Opportunity.

Sincerely,

Benjamin Bishop,
Chairman

Kirk Reams
Clerk of Courts

Parrish Barwick
County Coordinator

T. Buckingham Bird
County Attorney

ITEM 5(a)

**OSCEOLA COUNTY HOUSING FINANCE
AUTHORITY RESOLUTION**

Hallmark-Florida GP, LLC (“The Hallmark Companies”) has undertaken a major initiative to upgrade and modernize a portfolio of 954 affordable rental housing units located in 17 cities (12 counties) across the state of Florida. **Jefferson Place**, located at 1468 South Waukeelah Street, Monticello, FL 32344, is one of 23 properties included in the pending portfolio. It is a 39-unit family designated multi-family community serving the Monticello, Jefferson County, Florida affordable housing community since 1989.

The \$3.1 million planned renovation for Jefferson Place will address both the immediate and long-term capital needs of the property. Unless recently replaced by management, anticipated interior improvements include (but not limited to) kitchen and bath upgrades with new cabinets, countertops, energy-efficient plumbing fixtures and appliances. Additional interior work includes installation of new flooring, ENERGY STAR qualified HVAC systems and domestic hot water units. Electrical improvements will include replacement of all interior and exterior light fixtures, new GFI outlets and smoke detectors. Exterior improvements includes installation of new (30) year architectural roofs, vinyl siding, energy-efficient windows, and exterior doors, as may be needed. Furthermore, additional community work will include parking lot and sidewalk repairs, landscaping upgrades, amenity upgrades and new property signage. Finally, all ADA accessibility concerns will be addressed.

Renovations of this magnitude will have a positive impact on the quality of life for the residents as well as the small rural economy of Jefferson County. Specifically,

- a) No displacement - For residents, Greystone’s unique approach to tenant-in-place rehab minimizes the amount of time tenants are displaced from their units during the course of the rehab. Residents are asked to leave their unit for the day and when they return that night the interior work, stated above, will be primarily complete.
- b) No adverse impact - The Hallmark Companies has ensured there will be no adverse impact to the existing residents as a result of this rehab. They will establish a Private Rental Assistance escrow for any project without 100% project-based rental assistance. For any unsubsidized units, The Hallmark Companies will subsidize any change to the current rent due to the recapitalization/rehabilitation.
- c) Increased tax base – At least 40 to 60 construction workers will be participating in the local economy during the three month construction period. While some will be remote workers dining and lodging at local establishments, many of the subcontractors hired will be local to Florida.

It is important to note that many of these properties are at the end of their original restrictive-use period; thus, the current owners are now ready to sell and the projects are "at risk" of being removed from the affordable housing stock. Unfortunately, there are few viable resources available to necessitate the broad scale levels of renovation required. With such small project sizes, rural market locations, and typically with inadequate built-up cash reserves,

recapitalization options are extremely limited. The preservation transaction will not only modernize and preserve the physical asset, it will preserve the affordability component for at least another 30 years.

Anticipated funding sources to accomplish this complex transaction include the following:

- Interim financing with short-term A-1+ rated cash collateralized tax-exempt bonds, issued by a local issuer located in Florida;
- New senior debt provided by Greystone Servicing Corporation through the USDA Section 538 Guaranteed Loan Program;
- Assumption, subordination and re-amortization of an existing USDA 515 loan over a new 50-year term at 1% interest rate;
- Syndication of 4% LIHTCs issued by Florida Housing Finance Corporation; and
- Owner contribution.

Osceola County Housing Finance Authority will issue short-term, fixed rate Tax Exempt Bonds to Jefferson Place. Bond proceeds are to be used substantially for the repairs to the property. The bonds will remain in place until the repairs are completed and accepted by all parties.

BOARD OF COUNTY COMMISSIONERS
JEFFERSON COUNTY

RESOLUTION NO. 2015-___

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF JEFFERSON COUNTY, FLORIDA, APPROVING THE OPERATION OF THE OSCEOLA COUNTY HOUSING FINANCE AUTHORITY IN JEFFERSON COUNTY FOR THE PURPOSE OF ISSUING ITS MULTIFAMILY HOUSING REVENUE BONDS (HALLMARK PROJECT) TO PROVIDE FUNDS TO FINANCE THE ACQUISITION, REHABILITATION AND EQUIPPING OF MULTIFAMILY RESIDENTIAL RENTAL PROJECTS IN MULTIPLE LOCATIONS WITHIN THE STATE OF FLORIDA, INCLUDING A MULTIFAMILY RESIDENTIAL RENTAL PROJECT NAMED JEFFERSON PLACE LOCATED IN MONTICELLO, JEFFERSON COUNTY; APPROVING THE ISSUANCE BY THE OSCEOLA COUNTY HOUSING FINANCE AUTHORITY OF ITS NOT TO EXCEED \$44,000,000 MULTIFAMILY HOUSING REVENUE BONDS (HALLMARK PROJECT), SERIES [TO BE DESIGNATED], OF WHICH \$1,651,000 WILL BE FOR THE BENEFIT OF HALLMARK JEFFERSON PLACE, LLC, A FLORIDA LIMITED LIABILITY COMPANY, TO PROVIDE FUNDS TO FINANCE THE ACQUISITION, REHABILITATION AND EQUIPPING OF JEFFERSON PLACE, A MULTIFAMILY RESIDENTIAL RENTAL PROJECT LOCATED IN JEFFERSON COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Osceola County Housing Finance Authority (the "Authority") was created pursuant to the Housing Finance Authority Law, Sections 159.601 through 159.623, Florida Statutes, as amended (the "Act"); and

WHEREAS, pursuant to said Act, the Authority is authorized and empowered to issue its revenue bonds (the "Bonds") for the purpose of providing funds to pay all or any part of the cost of appropriate projects within its "area of operation" (as defined in Section 159.603(1), Florida

Statutes, as amended), which may include any area outside of Osceola County, Florida, if the governing body of the county in which the project is located approves; and

WHEREAS, in order for the Authority to finance the acquisition, rehabilitation and equipping of Jefferson Place, located in Monticello, Jefferson County, it must be granted "area of operation" authority within Jefferson County; and

WHEREAS, Hallmark-Florida GP, LLC, a Georgia limited liability company (or one of its affiliates, the "General Partner"), has requested the Authority to issue its Multifamily Housing Revenue Bonds (Hallmark Project) [series to be designated] (the "Bonds"), the proceeds of which would be used to (i) finance the cost of acquisition, rehabilitation and equipping of twenty-two multifamily residential rental apartment projects located in various counties within the State of Florida, a complete list of which is attached hereto as Exhibit A (the "Project"); and (ii) pay a portion of the costs of issuance of the Bonds. Jefferson Place, one of the projects to be financed, is located at 1468 S. Waukeenah Street, Monticello, Jefferson County, on approximately 5.46 acres of land, is or will be owned by Hallmark Jefferson Place, LLC, a Florida limited liability company, and is comprised of 39 rental units in eight buildings, which units are now, and will continue to be, occupied by persons whose income does not exceed 60% of the area median income (the "Jefferson Place Project"); and

WHEREAS, Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code") requires approval of the issuance of the Bonds by the Board, as the "applicable elected representative" under Section 147(f), after a public hearing following reasonable public notice; and

WHEREAS, a public hearing was held on [November __, 2015], notice of which hearing was published on [October __, 2015], in *ECB Publishing* (a copy of which notice is attached hereto as Exhibit B and incorporated herein), for the purpose of considering the issuance of the Bonds by the Authority, in accordance with the requirements of Section 147(f) of the Code. The public hearing disclosed no reason why the Bonds should not be issued;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF JEFFERSON COUNTY, FLORIDA, as follows:

Section 1. In accordance with Section 159.603(1), Florida Statutes, the Osceola County Housing Finance Authority is hereby granted "area of operation" approval to operate in Jefferson County (the "County"), solely in connection with the issuance of the bonds issued for the Project (the "Bonds") to finance the Project.

Section 2. The Board, pursuant to, and in accordance with, the requirements set forth in Section 147(f) of the Code, hereby approves the issuance of the Bonds by the Authority.

Section 3. The Bonds shall not constitute a debt, liability or obligation of the County, the State of Florida (the "State") or any political subdivision or agency thereof other than the Authority, or a pledge of the faith and credit of the Authority, the County, the State or of any political subdivision or agency thereof, and none of the Authority, the County, the State or any political subdivision or agency thereof will be liable on the Bonds, nor will the Bonds be payable out of any funds other than those pledged and assigned under the financing documents entered into in connection with the issuance of the Bonds.

Section 4. The approval given in Section 3 hereof is solely for the purpose of satisfying the requirements of Section 147(f) of the Code and shall not be construed as an approval of any

necessary rezoning application or any regulatory permits required in connection with the issuance of the Bonds or the rehabilitation of the Jefferson Place Project, and this Board shall not be construed by virtue of its adoption of this Resolution to have waived, or be estopped from asserting, any rights or responsibilities it may have in that regard.

Section 5. This resolution shall take effect immediately upon its adoption.

Passed and duly adopted at a regular meeting of the Board of County Commissioners of Jefferson County, Florida this [____] day of December, 2015.

BOARD OF COUNTY COMMISSIONERS OF
JEFFERSON COUNTY, FLORIDA

(SEAL)

By: _____
Chairman

ATTEST:

Kirk Reams, Clerk of Court

By: _____
Title: _____

EXHIBIT A
PROJECT INFORMATION

EXHIBIT B

NOTICE OF PUBLIC HEARING

ITEM 5(b)

NON-PROFIT SMALL GRANT PROGRAM

JEFFERSON COUNTY
BOARD OF COUNTY COMMISSIONERS
NON PROFIT ORGANIZATION
GRANT PROGRAM

Purpose. The purpose of this program is to provide Jefferson County Board of County Commission support for activities and initiatives with non profit organizations and enhance the quality of life services within our community.

Eligibility. Applicants must be a non-profit organization serving Jefferson County. To be eligible, the applicant must demonstrate the activity for which funding is sought with:

1. Clear and direct connection of service programs and activity in the county to citizens; and/or
2. Improved/Increased service to Jefferson county citizens filling any gaps of service other programs are failing to address.

The maximum award available through the Non Profit Grant Program is \$2,000.00. This amount may be adjusted by the County, based on budgetary considerations.

Only one application per organization, per fiscal year, will be considered; recipients of other county programs will not be eligible. The County will review requests bi-annually, in the spring during budget development also if funds are available, a review session will be conducted in November. Non Profit organizations are eligible; service provided to county citizens will be the deciding factor for funding a request.

How to Apply. Application forms are available in the County Coordinator's Office or online at www.jeffersoncountyfl.gov. Completed applications should be forwarded to:

County Coordinator's Office
1284 S. Jefferson Street
Monticello, Florida 32344

Additional instructions and timelines are contained in the application. All questions regarding the process should be directed to the County Coordinator at 850-342-0287 or pbarwick@jeffersoncountyfl.gov.

Evaluation. Proposals will be evaluated by the Non Profit Grant Review Committee which shall consist of _____, _____ and _____, and the County Coordinator. The Committee's nonbinding recommendations will be submitted to the Board of County Commissioners for final approval. The following criteria will be used to evaluate grant proposals:

- Is the organization a not-for-profit 501(c)(3)?
- Does the proposal respond to a demonstrated or emerging community need?
- Is the project providing a service not met by other public/private service providers?
- Will existing and/or additional volunteer and fundraising efforts be used as leverage to promote the project?
- Are matching funds available?
- Does the proposal offer a plan for financial sustainability without continued grant assistance?
- Does the applicant have the demonstrated ability to implement the project?
- Does the applicant receive public financial support?

JEFFERSON COUNTY
NON PROFIT GRANT
PROGRAM APPLICATION

Thank you for your interest in Jefferson County's Non Profit Grant Program. Our goal is to provide support for activities and initiatives that public service to our citizens and enhance the quality of life in our community.

Please complete this application (typewritten applications are preferred) and return it to the County Coordinator's office at least 60 days prior to the review dates.

The process for evaluation of applications is as follows:

1. The Non Profit Grant Program Review Committee will meet bi-annually evaluate the application. Your organization will be notified of the meeting and invited to have an open discussion with the Committee regarding your project.
2. The Committee's evaluation and recommendation will be forwarded to the Board of County Commissioners and placed on the Consent Agenda for the next available meeting (but no later than 30 days following the Review Committee's meeting). You will receive notice of the meeting where commissioners may request further input or discussion; the BOCC will have final decision related to the Committee's recommendation.
3. The County Coordinator will notify applicants of the County Commission's decision regarding the grant request.
4. If your funding request is granted, you are required to submit a report after the project/event outlining the development, implementation and overall assessment of the project or event. Please provide as many details as possible to assist the Review Committee and County Commission in evaluating the impact of the project or event. This report should be submitted to the County Coordinator's office no later than 30 days following the completion of the project or event.

Project name: _____

Organization name: _____

Type of organization (charitable, 501(c)(3), etc.) _____

Name, address, telephone number and e-mail address of primary contact: _____

Please describe how the project meets the criteria established for this program. You may create your own narrative or respond by answering the questions below. Please limit your narrative or responses to one page and attach it to this application.

- **How does the project respond to a demonstrated or emerging community need?**
- **What product or service will be rendered as a result of receiving funding?**
- **Is the project tied to public service for our citizens and/or community?**
- **How will the project be implemented?**
- **Are volunteer services and fundraising efforts being used as leverage to implement the project?**
- **Is the project currently receiving public funding from other sources?**
- **Are matching funds available?**
- **How will the project be sustained when the requested funds are exhausted?**

Amount of funds requested: \$ _____

Anticipated project completion date: _____

Signature of Applicant

Title

Date