



BOARD OF COUNTY COMMISSIONERS

THE KEYSTONE COUNTY-ESTABLISHED 1827

435 W. Walnut St., Monticello, Florida 32344

Stephen G. Fulford
District 1, Vice-Chair

Eugene Hall
District 2, Chair

J.T. Surles
District 3

Betsy Barfield
District 4

Stephen Walker
District 5

Regular Session Agenda
March 16, 2017 at the Courthouse Annex
435 W. Walnut St. Monticello, FL 32344

1. 6 PM – Call to Order, Invocation, Pledge of Allegiance
2. Public Announcements, Presentations, & Awards
3. Consent Agenda
 - a) Approval of Agenda
 - b) Minutes of March 2, 2017 Regular Session
 - c) General/Transportation Fund Vouchers
 - d) CDBG Housing Change Orders
 - e) TDC Website Proposal
4. Citizens Request & Input on Non-Agenda Items (3 Minute Limit)
5. General Business
 - a) Wacissa River Park Boat Ramp Project – Comm. Walker
 - b) Recreation Department Presentation – Director Mike Holm
 - c) Road Department – Parrish Barwick
 - i. New Projects
 - ii. Equipment Need (Backhoe)
 - iii. Voluntary Roadway Improvement Assessment Program Report
6. County Coordinator
7. Commissioner Discussion Items
8. 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
March 2, 2017

The Board met this date in regular session. Present were Chairman Gene Hall, Commissioners Betsy Barfield, Stephen Fulford, J.T. Surlles and Stephen Walker. Also present were County Attorney Buck Bird, County Coordinator Parrish Barwick and Clerk of Court Kirk Reams.

1. Commission Barfield led the invocation and pledge of allegiance.
2. **On motion by Commissioner Barfield, seconded by Commissioner Walker and unanimously carried, the consent agenda—consisting of the approval of the agenda, the minutes of the February 16th, 2016 Regular Session, General/Transportation Fund Vouchers, SHIP Housing Rehabilitation change order and Rec Park Board meeting minutes—was approved.**
3. Solid Waste Director Beth Letchworth gave the Board an update on her department via a slideshow presentation.
4. Fire Rescue Chief Mark Matthews gave the Board an update on his department via slideshow presentation.
5. County Coordinator Parrish Barwick introduced the voluntary roadway improvement assessment program and explained that the services of Nabors, Giblin and Nickerson through Attorney Heather Encinosa were being offered to help establish this program. Commissioner Fulford stated that he and County Coordinator Barwick would be attending the Aucilla Shores Homeowners Association meeting next weekend to further discuss this issue.
6. Commissioner Walker asked the Board to place any small road segments they wished to have paved on the next agenda for discussion
7. Commissioner Barfield announced that the Dirty Pecan bike event was scheduled for this weekend and thanked Extension Director John Lilly for his efforts.
8. Chairman Hall announced he had attended a CRTPA planning meeting and provided the Board with an update.
9. The warrant register was reviewed and bills ordered paid.
10. **On motion by Commissioner Barfield, seconded by Commissioner Walker and unanimously carried, the meeting was adjourned.**

Attest: _____
Clerk

Chairman

VENDOR NAME	DUE DATE	PURCHASE ORDER NUMBER	INVOICE NUMBER	DUE DATE	TY VOUCHER PE NUMBER	TRANSACTION DESCRIPTION	TRANS AMOUNT	DISC/WITH AMOUNT	
CASH CODE-01001		G/L CASH ACCOUNT-011010000		CASH-CHECKING-GEN. FUND					
ADPI Intermedix	03/16/2017	-	DPI21614	01/31/2017	VR 01031617-013	JeffCntyFireRescue 01/17	4464.22	.00	
CHECK TO VENDOR==>VENDOR ADPI ADPI Intermedix TOTALS							4464.22	.00	
Advanced Business System	03/16/2017	-	280719	03/01/2017	VR 01031617-148	Act#C027-012 Mtr#69696	5.18	.00	
Advanced Business System	03/16/2017	-	280719	03/01/2017	VR 01031617-149	Act#C027-012 Mtr#69696	5.17	.00	
CHECK TO VENDOR==>VENDOR ADVBUSIN Advanced Business Systems TOTALS							10.35	.00	
Animal Medical Clinic*	03/16/2017	-	259861	02/06/2017	VR 01031617-001	Act#4512 Rabies	18.00	.00	
Animal Medical Clinic*	03/16/2017	-	260376	02/16/2017	VR 01031617-002	Act#4512 Rabies	18.00	.00	
Animal Medical Clinic*	03/16/2017	-	260678	02/23/2017	VR 01031617-003	Act#4512 Rabies	18.00	.00	
Animal Medical Clinic*	03/16/2017	-	260754	02/24/2017	VR 01031617-021	Act#4512 T.K.X.	112.00	.00	
Animal Medical Clinic*	03/16/2017	-	260754	02/24/2017	VR 01031617-022	Act#4512 Vet Services	45.00	.00	
Animal Medical Clinic*	03/16/2017	-	260862	02/27/2017	VR 01031617-004	Act#4512 Vet Services	35.00	.00	
CHECK TO VENDOR==>VENDOR ANIMALCL Animal Medical Clinic* TOTALS							246.00	.00	
Ard, Shirley & Rudolph,P	03/16/2017	-	11159	02/28/2017	VR 01031617-112	#2-101.1 Monthly Overages	2019.50	.00	
CHECK TO VENDOR==>VENDOR ARDSHIRL Ard, Shirley & Rudolph,PA TOTALS							2019.50	.00	
Best Industrial Supply	03/16/2017	-	4716	02/28/2017	VR 22031617-048	SolidWaste-ScrubinaBucket	131.40	.00	
CHECK TO VENDOR==>VENDOR BESTINDU Best Industrial Supply TOTALS							131.40	.00	
Big Bend Tire	03/16/2017	-	9429	02/14/2017	VR 22031617-064	SolidWaste-Tire Repair	50.00	.00	
Big Bend Tire	03/16/2017	-	9591	02/28/2017	VR 22031617-063	SolidWaste-Mnt/Dsmnt,Bal	64.65	.00	
CHECK TO VENDOR==>VENDOR BIGBENTI Big Bend Tire TOTALS							114.65	.00	
Big Bend-Eubanks Termite	03/16/2017	-	200780	12/12/2016	VR 19031617-037	#10642 Monthly Pest Ctrl	30.00	.00	
Big Bend-Eubanks Termite	03/16/2017	-	201314	01/23/2017	VR 19031617-038	#10642 Monthly Pest Ctrl	30.00	.00	
Big Bend-Eubanks Termite	03/16/2017	-	201613	02/02/2017	VR 01031617-008	#8522 Monthly Pest Ctrl	400.00	.00	
Big Bend-Eubanks Termite	03/16/2017	-	202025	02/22/2017	VR 19031617-039	#10642 Monthly Pest Ctrl	30.00	.00	
CHECK TO VENDOR==>VENDOR BIGBTERM Big Bend-Eubanks Termite TOTALS							490.00	.00	
Rental Inc	03/16/2017	-	60079021	12/28/2016	VR 22031617-076	Cust#301312	64.26	.00	
CHECK TO VENDOR==>VENDOR BOBCATTH Rental Inc TOTALS							64.26	.00	
C&F Services, LLC	03/16/2017	-	02221701	02/22/2017	VR 22031617-049	LloydCollection-Replaceme	4350.00	.00	
C&F Services, LLC	03/16/2017	-	02221702	02/22/2017	VR 22031617-050	Fence&Gate@RecycleCenter	1350.00	.00	

VENDOR NAME	DUE DATE	PURCHASE ORDER NUMBER	INVOICE NUMBER	DUE DATE	TY VOUCHER PE NUMBER	TRANSACTION DESCRIPTION	TRANS AMOUNT	DISC/WITH AMOUNT	
CHECK TO VENDOR==>VENDOR C&FFENCI C&F Services, LLC							TOTALS	5700.00	.00
Carr, Riggs & Ingram	03/16/2017	-	16245972	02/28/2017	VR 01031617-007	Client#45-03243.000	12500.00	.00	
CHECK TO VENDOR==>VENDOR CARRRIGG Carr, Riggs & Ingram							TOTALS	12500.00	.00
CenturyLink	03/16/2017	-	00180217	02/17/2017	VR 01031617-047	Act#424520018	143.65	.00	
CenturyLink	03/16/2017	-	37050217	02/17/2017	VR 01031617-031	Act#444093705	115.75	.00	
CenturyLink	03/16/2017	-	37050217	02/17/2017	VR 19031617-032	Act#444093705	115.74	.00	
CenturyLink	03/16/2017	-	97760217	02/16/2017	VR 23031617-083	Act#311709776	4121.34	.00	
CHECK TO VENDOR==>VENDOR CENTLINK CenturyLink							TOTALS	4496.48	.00
City of Monticello	03/16/2017	-	01200217	02/24/2017	VR 22031617-054	Act#00020120	7.58	.00	
City of Monticello	03/16/2017	-	02040217	02/24/2017	VR 22031617-053	Act#00050204	73.65	.00	
City of Monticello	03/16/2017	-	02060217	02/24/2017	VR 22031617-055	Act#00050206	8.78	.00	
CHECK TO VENDOR==>VENDOR CITYMONT City of Monticello							TOTALS	90.01	.00
CurtisMorganGarageInc	03/16/2017	-	10359	03/03/2017	VR 01031617-120	#213 OilChange,BrakePads	187.50	.00	
CurtisMorganGarageInc	03/16/2017	-	10359	03/03/2017	VR 01031617-121	#213 OilChange,BrakePads	324.12	.00	
CurtisMorganGarageInc	03/16/2017	-	10362	03/02/2017	VR 01031617-009	#213 Oil Change	75.00	.00	
CurtisMorganGarageInc	03/16/2017	-	10362	03/02/2017	VR 01031617-010	#213 Oil Change	242.29	.00	
CHECK TO VENDOR==>VENDOR CURTISMO CurtisMorganGarageInc							TOTALS	828.91	.00
Dayco Services	03/16/2017	-	02241701	02/24/2017	VR 22031617-056	SolidWaste-Oil,Filt,Hose	1062.59	.00	
Dayco Services	03/16/2017	-	03021701	03/02/2017	VR 22031617-066	SolidWaste-Filters,Oil	900.00	.00	
CHECK TO VENDOR==>VENDOR DAYCO Dayco Services							TOTALS	1962.59	.00
Duke Energy	03/16/2017	-	22830317	03/01/2017	VR 01031617-108	Act#6872002283	6.35	.00	
Duke Energy	03/16/2017	-	22830317	03/01/2017	VR 19031617-109	Act#6872002283	6.36	.00	
Duke Energy	03/16/2017	-	35520317	03/01/2017	VR 01031617-106	Act#0392903552	221.29	.00	
CHECK TO VENDOR==>VENDOR DUKE Duke Energy							TOTALS	234.00	.00
Fla Dept.of Law Enfrcemn	03/16/2017	-	1291015	02/01/2017	VR 01031617-090	#31514 Parrish,Gwenith	24.00	.00	
Fla Dept.of Law Enfrcemn	03/16/2017	-	1291015	02/01/2017	VR 22031617-091	#31514 Lankford, Noah	24.00	.00	
Fla Dept.of Law Enfrcemn	03/16/2017	-	1291015	02/01/2017	VR 22031617-092	#31514 Proctor, David	24.00	.00	
CHECK TO VENDOR==>VENDOR FDLE Fla Dept.of Law Enfrcemnt							TOTALS	72.00	.00
First Call Truck Parts	03/16/2017	-	58840	02/28/2017	VR 22031617-067	#4515 Air Filter	77.74	.00	
CHECK TO VENDOR==>VENDOR FIRSTCAL First Call Truck Parts							TOTALS	77.74	.00
First Communications, In	03/16/2017	-	005481-1	03/03/2017	VR 01031617-122	#11097 AntennaInstallatio	982.00	.00	

VENDOR NAME	DUE DATE	PURCHASE ORDER NUMBER	INVOICE NUMBER	DUE DATE	TY VOUCHER PE NUMBER	TRANSACTION DESCRIPTION	TRANS AMOUNT	DISC/WITH AMOUNT
CHECK TO VENDOR==>VENDOR FIRSTCOM First Communications, Inc TOTALS							982.00	.00
Fla Municipal Ins Trust	03/16/2017	-	029117Q3	03/01/2017	VR 01031617-141 #0291	Auto Liability	7224.75	.00
Fla Municipal Ins Trust	03/16/2017	-	029117Q3	03/01/2017	VR 01031617-142 #0291	Auto Physical	3424.00	.00
Fla Municipal Ins Trust	03/16/2017	-	029117Q3	03/01/2017	VR 01031617-143 #0291	Property	26031.75	.00
Fla Municipal Ins Trust	03/16/2017	-	029117Q3	03/01/2017	VR 01031617-144 #0291	Workers Comp	37823.50	.00
CHECK TO VENDOR==>VENDOR FLAMUNIN Fla Municipal Ins Trust TOTALS							74504.00	.00
Galls, LLC	03/16/2017	-	7075561	02/27/2017	VR 01031617-123 #4224754	Badge	46.00	.00
Galls, LLC	03/16/2017	-	7075561	02/27/2017	VR 19031617-124 #4224754	Badge	46.00	.00
CHECK TO VENDOR==>VENDOR GALL'S Galls, LLC TOTALS							92.00	.00
Gulf Coast Lumber/Supply	03/16/2017	-	12081	02/22/2017	VR 01031617-034 #300166	Coupler,BoltsNuts	4.49	.00
Gulf Coast Lumber/Supply	03/16/2017	-	12081	02/22/2017	VR 19031617-033 #300166	Coupler,BoltsNuts	4.50	.00
Gulf Coast Lumber/Supply	03/16/2017	-	12159	02/23/2017	VR 01031617-035 #300166	Coupling,Weed/Fee	16.98	.00
Gulf Coast Lumber/Supply	03/16/2017	-	12159	02/23/2017	VR 19031617-036 #300166	Coupling,Weed/Fee	16.99	.00
Gulf Coast Lumber/Supply	03/16/2017	-	12205	02/23/2017	VR 01031617-127 #300166	Key Holder	.99	.00
Gulf Coast Lumber/Supply	03/16/2017	-	12205	02/23/2017	VR 19031617-128 #300166	Key Holder	1.00	.00
CHECK TO VENDOR==>VENDOR GULFCOLU Gulf Coast Lumber/Supply* TOTALS							44.95	.00
Gulf Consortium	03/16/2017	-	04011701	04/01/2017	VR 01031617-113	Jefferson 04/17-09/17	1000.00	.00
CHECK TO VENDOR==>VENDOR GULFCONS Gulf Consortium TOTALS							1000.00	.00
Total Funds by Hasler	03/16/2017	-	03021701	03/02/2017	VR 01031617-138	Act#7900011002479908	353.60	.00
CHECK TO VENDOR==>VENDOR HASLER Total Funds by Hasler TOTALS							353.60	.00
Sheriff David C. Hobbs	03/16/2017	-	02221701	02/22/2017	VR 23031617-082	T&S Electric-911 Repair	300.00	.00
CHECK TO VENDOR==>VENDOR HOBBSDAV Sheriff David C. Hobbs TOTALS							300.00	.00
Holley, Inc	03/16/2017	-	552589-1	02/21/2017	VR 22031617-057 #JE155	Towels	95.00	.00
CHECK TO VENDOR==>VENDOR HOLLEY Holley, Inc TOTALS							95.00	.00
Ingram Library Services	03/16/2017	-	97414554	02/23/2017	VR 01031617-134	Act#2005054	36.28	.00
Ingram Library Services	03/16/2017	-	97414555	02/23/2017	VR 01031617-135	Act#2005054	130.76	.00
Ingram Library Services	03/16/2017	-	97414556	02/23/2017	VR 01031617-136	Act#2005054	1254.72	.00
Ingram Library Services	03/16/2017	-	97414557	02/23/2017	VR 01031617-137	Act#2005054	43.78	.00

VENDOR NAME	DUE DATE	PURCHASE ORDER NUMBER	INVOICE NUMBER	DUE DATE	TY VOUCHER PE NUMBER	TRANSACTION DESCRIPTION	TRANS AMOUNT	DISC/WITH AMOUNT	
CHECK TO VENDOR==>VENDOR INGRAM Ingram Library Services							TOTALS	1465.54	.00
Jefferson Community Wate	03/16/2017	-	05000217	02/28/2017	VR 22031617-068	Act#0320500	39.93	.00	
Jefferson Community Wate	03/16/2017	-	12000217	02/28/2017	VR 19031617-040	Act#0311200	38.50	.00	
Jefferson Community Wate	03/16/2017	-	18000217	02/28/2017	VR 01031617-114	Act#0201800	82.68	.00	
Jefferson Community Wate	03/16/2017	-	20000217	02/28/2017	VR 01031617-023	Act#0212000	38.50	.00	
Jefferson Community Wate	03/16/2017	-	37000217	02/28/2017	VR 19031617-041	Act#0403700	39.36	.00	
Jefferson Community Wate	03/16/2017	-	41000217	02/28/2017	VR 22031617-069	Act#0424100	38.79	.00	
Jefferson Community Wate	03/16/2017	-	56000217	02/28/2017	VR 22031617-070	Act#0415600	41.92	.00	
CHECK TO VENDOR==>VENDOR JEFFCOMM Jefferson Community Water							TOTALS	319.68	.00
Jefferson Co. Tax Coll.	03/16/2017	-	02021701	02/02/2017	VR 01031617-119	FireRescue-Title&Registra	126.55	.00	
CHECK TO VENDOR==>VENDOR JEFFCOTX Jefferson Co. Tax Coll.							TOTALS	126.55	.00
Jefferson Co. Extension	03/16/2017	-	03061701	03/06/2017	VR 01031617-087	Walmart-SewingClassSupply	8.82	.00	
Jefferson Co. Extension	03/16/2017	-	03081701	03/08/2017	VR 01031617-145	Dirt(y) Pecan Event	1500.00	.00	
Jefferson Co. Extension	03/16/2017	-	03081702	03/08/2017	VR 01031617-150	Walmart-Baking Supplies	22.48	.00	
Jefferson Co. Extension	03/16/2017	-	03091701	03/09/2017	VR 01031617-151	Walmart-Toilet Brushes	29.91	.00	
Jefferson Co. Extension	03/16/2017	-	03091702	03/09/2017	VR 01031617-152	Sams-Drum Liners	39.48	.00	
CHECK TO VENDOR==>VENDOR JEFFEXTE Jefferson Co. Extension							TOTALS	1600.69	.00
Jones Welding & Industri	03/16/2017	-	00486954	02/28/2017	VR 01031617-011	#58675 Cylinder Rental	319.00	.00	
CHECK TO VENDOR==>VENDOR JONESWEL Jones Welding & Industria							TOTALS	319.00	.00
Joyner's Travel Center	03/16/2017	-	7222	02/04/2017	VR 19031617-132	Lloyd Vol Fuel	85.54	.00	
CHECK TO VENDOR==>VENDOR JOYNER'S Joyner's Travel Center							TOTALS	85.54	.00
Ketchum, Wood & Burgert	03/16/2017	-	9-18	03/02/2017	VR 01031617-107	Examiner Fees 02/17	3095.92	.00	
CHECK TO VENDOR==>VENDOR KETCHUMW Ketchum, Wood & Burgert							TOTALS	3095.92	.00
Madison County	03/16/2017	-	02241701	02/24/2017	VR 01031617-006	VA Internet 12/16-01/17	115.41	.00	
Madison County	03/16/2017	-	03061701	03/06/2017	VR 01031617-110	VA Internet 02/17	56.97	.00	
CHECK TO VENDOR==>VENDOR MADISONB Madison County							TOTALS	172.38	.00
MunicipalEmergencyServic	03/16/2017	-	N1108868	02/27/2017	VR 01031617-025	#C57362 ServiceAirCompres	254.09	.00	
MunicipalEmergencyServic	03/16/2017	-	N1108868	02/27/2017	VR 19031617-026	#C57362 ServiceAirCompres	254.10	.00	
MunicipalEmergencyServic	03/16/2017	-	N1109724	02/28/2017	VR 01031617-125	#C57362 Boot	142.50	.00	
MunicipalEmergencyServic	03/16/2017	-	N1109724	02/28/2017	VR 19031617-126	#C57362 Boot	142.50	.00	
CHECK TO VENDOR==>VENDOR MES MunicipalEmergencyService							TOTALS	793.19	.00
Monticello Carquest Inc.	03/16/2017	-	38140976	02/27/2017	VR 22031617-052	Cust#263 Oil Filter	13.39	.00	

VENDOR NAME	DUE DATE	PURCHASE ORDER NUMBER	INVOICE NUMBER	DUE DATE	TY VOUCHER PE NUMBER	TRANSACTION DESCRIPTION	TRANS AMOUNT	DISC/WITH AMOUNT	
Monticello Carquest Inc.	03/16/2017	-	38141050	02/28/2017	VR 22031617-051	Cust#263 Fuse	3.95	.00	
Monticello Carquest Inc.	03/16/2017	-	38141119	03/01/2017	VR 01031617-130	Cust#262 Wire,Connectors	13.01	.00	
Monticello Carquest Inc.	03/16/2017	-	38141119	03/01/2017	VR 19031617-129	Cust#262 Wire,Connectors	13.01	.00	
Monticello Carquest Inc.	03/16/2017	-	38141151	03/02/2017	VR 22031617-065	Cust#263 Hyd Fluid	202.93	.00	
CHECK TO VENDOR==>VENDOR MONTCARQ Monticello Carquest Inc.							TOTALS	246.29	.00
Monticello News	03/16/2017	-	4524	02/22/2017	VR 01031617-017	Extension-HometownConnect	105.00	.00	
Monticello News	03/16/2017	-	4534	02/22/2017	VR 22031617-072	SolidWaste-HometownConnec	325.00	.00	
Monticello News	03/16/2017	-	4558	02/22/2017	VR 22031617-073	SolidWst-NoticeSpecMagist	121.50	.00	
CHECK TO VENDOR==>VENDOR MONTINEW Monticello News							TOTALS	551.50	.00
Bill Moody	03/16/2017	-	03011701	03/01/2017	VR 01031617-043	Cell Phone 12/03-01/02	25.00	.00	
Bill Moody	03/16/2017	-	03011702	03/01/2017	VR 01031617-044	Cell Phone 01/03-02/02	25.00	.00	
Bill Moody	03/16/2017	-	03011703	03/01/2017	VR 01031617-045	Data Access 02/20-03/19	30.00	.00	
CHECK TO VENDOR==>VENDOR MOODYBIL Bill Moody							TOTALS	80.00	.00
Morris Petroleum, Inc*	03/16/2017	-	74254	02/03/2017	VR 22031617-074	Solid Waste Fuel	151.20	.00	
CHECK TO VENDOR==>VENDOR MORRISPE Morris Petroleum, Inc*							TOTALS	151.20	.00
Mowrey Elevator Co. of F	03/16/2017	-	449193	03/01/2017	VR 01031617-005	#600483 Monthly Billing	184.34	.00	
CHECK TO VENDOR==>VENDOR MOWREYEL Mowrey Elevator Co. of FL							TOTALS	184.34	.00
MyOfficeProducts	03/16/2017	-	28689241	03/07/2017	VR 01031617-111	Cust#325674 Staples	1.82	.00	
MyOfficeProducts	03/16/2017	-	28695571	03/08/2017	VR 01031617-140	Cust#325674 Staples	9.10	.00	
CHECK TO VENDOR==>VENDOR MYOFFICE MyOfficeProducts							TOTALS	10.92	.00
Neece Tire & Auto Servic	03/16/2017	-	173066	02/27/2017	VR 01031617-014	#03654 FrontShocks,Alignm	301.53	.00	
CHECK TO VENDOR==>VENDOR NEECE Neece Tire & Auto Service							TOTALS	301.53	.00
Office Depot*	03/16/2017	-	7725118	02/28/2017	VR 01031617-117	Stamps, Ink	54.07	.00	
Office Depot*	03/16/2017	-	7725118	02/28/2017	VR 01031617-118	Replacement Pad	9.49	.00	
CHECK TO VENDOR==>VENDOR OFFDEP Office Depot*							TOTALS	63.56	.00
Piggly Wiggly	03/16/2017	-	865865	03/02/2017	VR 22031617-075	Act#105 Cleaning Supplies	11.93	.00	
CHECK TO VENDOR==>VENDOR PIGGLYWI Piggly Wiggly							TOTALS	11.93	.00
Pitney Bowes Global	03/16/2017	-	01057231	02/28/2017	VR 01031617-146	Act#0016224117	72.00	.00	
Pitney Bowes Global	03/16/2017	-	01057231	02/28/2017	VR 01031617-147	Act#0016224117	72.00	.00	
CHECK TO VENDOR==>VENDOR PITBOGLO Pitney Bowes Global							TOTALS	144.00	.00
Artezia	03/16/2017	-	0407729	02/08/2017	VR 01031617-042	#302577 Monthly Delivery	12.00	.00	

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS
 LIST OF VOUCHERS TO BE PAID - CASH CODE ORDER

VENDOR NAME	DUE DATE	PURCHASE ORDER NUMBER	INVOICE NUMBER	DUE DATE	TY VOUCHER PE NUMBER	TRANSACTION DESCRIPTION	TRANS AMOUNT	DISC/WITH AMOUNT	
CHECK TO VENDOR==>VENDOR QUALWATE Artezia							TOTALS	12.00	.00
Quill Corporation*	03/16/2017	-	4593429	02/22/2017	VR 01031617-018	#C215260 Paper	44.95	.00	
Quill Corporation*	03/16/2017	-	4695117	02/24/2017	VR 01031617-020	#C215260 Tab Dividers	5.37	.00	
Quill Corporation*	03/16/2017	-	4706141	02/27/2017	VR 01031617-019	#C215260 Paper	194.80	.00	
CHECK TO VENDOR==>VENDOR QUILL Quill Corporation*							TOTALS	245.12	.00
Jefferson Co. Road Dept.	03/16/2017	-	02281703	03/02/2017	VR 01031617-088	Fire Rescue Fuel	2778.44	.00	
Jefferson Co. Road Dept.	03/16/2017	-	02281703	03/02/2017	VR 19031617-089	Fire Rescue Fuel	636.74	.00	
Jefferson Co. Road Dept.	03/16/2017	-	02281704	03/02/2017	VR 22031617-071	Solid Waste Fuel	6288.71	.00	
Jefferson Co. Road Dept.	03/16/2017	-	02281706	03/02/2017	VR 01031617-015	Building Dept Fuel	121.62	.00	
Jefferson Co. Road Dept.	03/16/2017	-	02281707	03/02/2017	VR 01031617-016	Extension Fuel	489.62	.00	
Jefferson Co. Road Dept.	03/16/2017	-	02281711	03/02/2017	VR 01031617-115	Mosquito Control Fuel	223.95	.00	
CHECK TO VENDOR==>VENDOR RDDEPT Jefferson Co. Road Dept.							TOTALS	10539.08	.00
Redwire	03/16/2017	-	115375	02/25/2017	VR 01031617-086	#W1M1603 Extension	69.91	.00	
CHECK TO VENDOR==>VENDOR REDWIRE Redwire							TOTALS	69.91	.00
Rescue Systems Unlimited	03/16/2017	-	115611	03/01/2017	VR 19031617-131	Pivot Pin x ORing	65.00	.00	
CHECK TO VENDOR==>VENDOR RESCUE Rescue Systems Unlimited							TOTALS	65.00	.00
Restoration Assistance	03/16/2017	-	I-022050	02/09/2017	VR 22031617-077	Site Inspection 01/17	2250.00	.00	
Restoration Assistance	03/16/2017	-	I-022051	03/02/2017	VR 22031617-078	Site Inspection 02/17	2250.00	.00	
CHECK TO VENDOR==>VENDOR RESTORAT Restoration Assistance							TOTALS	4500.00	.00
DAVIS REVELL	03/16/2017	-	03011701	03/01/2017	VR 01031617-046	Data Access 03/01-03/30	30.00	.00	
CHECK TO VENDOR==>VENDOR REVELL DAVIS REVELL							TOTALS	30.00	.00
Rev Technical Center Inc	03/16/2017	-	S38015	02/15/2017	VR 01031617-012	Cust#13255 InstFloorPlate	2126.57	.00	
CHECK TO VENDOR==>VENDOR REVGROUP Rev Technical Center Inc							TOTALS	2126.57	.00
Right Way Welding & Fabr	03/16/2017	-	12	02/23/2017	VR 22031617-058	SolidWaste-RepairDumpster	2982.00	.00	
CHECK TO VENDOR==>VENDOR RIGHTWEL Right Way Welding & Fabri							TOTALS	2982.00	.00
Ring Power Corporation*	03/16/2017	-	L2864298	02/15/2017	VR 22031617-079	Cust#024323 RepairSensor	606.35	.00	
Ring Power Corporation*	03/16/2017	-	R2885973	02/24/2017	VR 22031617-080	Cust#024323 Travel/labor	663.40	.00	

VENDOR NAME	DUE DATE	PURCHASE ORDER NUMBER	INVOICE NUMBER	DUE DATE	TY VOUCHER PE NUMBER	TRANSACTION DESCRIPTION	TRANS AMOUNT	DISC/WITH AMOUNT	
CHECK TO VENDOR==>VENDOR RINGPOWC Ring Power Corporation*							TOTALS	1269.75	.00
Rudy Scheese Welding Co.	03/16/2017	-	03011701	03/01/2017	VR 22031617-059	SolidWaste-RepairDumpster	400.00	.00	
CHECK TO VENDOR==>VENDOR SCHEESER Rudy Scheese Welding Co.							TOTALS	400.00	.00
The Stitch Witch	03/16/2017	-	7072	02/06/2017	VR 01031617-029	FireRescue-Polos w/Logo	261.80	.00	
The Stitch Witch	03/16/2017	-	7072	02/06/2017	VR 19031617-030	FireRescue-Polos w/Logo	261.80	.00	
The Stitch Witch	03/16/2017	-	7087	02/23/2017	VR 01031617-028	FireRescue-ScreenPrinting	471.50	.00	
The Stitch Witch	03/16/2017	-	7087	02/23/2017	VR 19031617-027	FireRescue-ScreenPrinting	471.50	.00	
The Stitch Witch	03/16/2017	-	7091	03/01/2017	VR 22031617-081	SolidWaste-Embroidery	36.00	.00	
CHECK TO VENDOR==>VENDOR STITCHWI The Stitch Witch							TOTALS	1502.60	.00
T & S Electric Inc.	03/16/2017	-	828422	03/03/2017	VR 01031617-084	Courthouse-ReplaceLamp	127.00	.00	
CHECK TO VENDOR==>VENDOR T&SELECT T & S Electric Inc.							TOTALS	127.00	.00
The Bancorp	03/16/2017	-	378196	02/28/2017	VR 01031617-085	#12788-36274,36275,36276	2397.72	.00	
CHECK TO VENDOR==>VENDOR THEBANCO The Bancorp							TOTALS	2397.72	.00
Tri-County Electric Coop	03/16/2017	-	90090217	02/27/2017	VR 22031617-061	Act#72001059009	133.32	.00	
Tri-County Electric Coop	03/16/2017	-	90110217	02/27/2017	VR 22031617-060	Act#72001059011	124.40	.00	
CHECK TO VENDOR==>VENDOR TRI-CO. Tri-County Electric Coop.							TOTALS	257.72	.00
UniFirst Corporation	03/16/2017	-	0131329	02/23/2017	VR 22031617-062	Cust#1237569	225.88	.00	
UniFirst Corporation	03/16/2017	-	0131769	03/02/2017	VR 22031617-133	Cust#1237569	245.76	.00	
UniFirst Corporation	03/16/2017	-	0131780	03/02/2017	VR 01031617-024	Cust#1311916	123.67	.00	
UniFirst Corporation	03/16/2017	-	0132234	03/09/2017	VR 01031617-139	Cust#1311916	80.67	.00	
CHECK TO VENDOR==>VENDOR UNIFIRST UniFirst Corporation							TOTALS	675.98	.00
Verizon Wireless	03/16/2017	-	97808490	02/23/2017	VR 01031617-093	#222501100-1 #9780849025	20.62	.00	
Verizon Wireless	03/16/2017	-	97808490	02/23/2017	VR 01031617-094	#222501100-1 #9780849025	11.84	.00	
Verizon Wireless	03/16/2017	-	97808490	02/23/2017	VR 01031617-095	#222501100-1 #9780849025	11.85	.00	
Verizon Wireless	03/16/2017	-	97808490	02/23/2017	VR 01031617-096	#222501100-1 #9780849025	54.15	.00	
Verizon Wireless	03/16/2017	-	97808490	02/23/2017	VR 01031617-097	#222501100-1 #9780849025	.22	.00	
Verizon Wireless	03/16/2017	-	97808490	02/23/2017	VR 01031617-098	#222501100-1 #9780849025	2.20	.00	
Verizon Wireless	03/16/2017	-	97808490	02/23/2017	VR 01031617-099	#222501100-1 #9780849025	124.29	.00	
Verizon Wireless	03/16/2017	-	97808490	02/23/2017	VR 01031617-100	#222501100-1 #9780849025	132.49	.00	
Verizon Wireless	03/16/2017	-	97808490	02/23/2017	VR 01031617-102	#222501100-1 #9780849025	13.48	.00	
Verizon Wireless	03/16/2017	-	97808490	02/23/2017	VR 01031617-103	#222501100-1 #9780849025	105.72	.00	
Verizon Wireless	03/16/2017	-	97808490	02/23/2017	VR 19031617-101	#222501100-1 #9780849025	132.49	.00	
Verizon Wireless	03/16/2017	-	97808490	02/23/2017	VR 22031617-104	#222501100-1 #9780849025	269.07	.00	
Verizon Wireless	03/16/2017	-	97808490	02/23/2017	VR 22031617-105	#222501100-1 #9780849025	11.36	.00	
CHECK TO VENDOR==>VENDOR VERIZONW Verizon Wireless							TOTALS	889.78	.00

VENDOR NAME	DUE DATE	PURCHASE ORDER NUMBER	INVOICE NUMBER	DUE DATE	TY VOUCHER PE NUMBER	TRANSACTION DESCRIPTION	TRANS AMOUNT	DISC/WITH AMOUNT
2k webgroup	03/16/2017	-	5503	03/01/2017	VR 01031617-116	Monthly Maint & Hosting	219.45	.00
						CHECK TO VENDOR==>VENDOR 2KWEBGRO 2k webgroup	TOTALS 219.45	.00
						CASH ACCOUNT # 011010000	TOTALS 148907.10	.00
						BANK ACCOUNT # 0101001611	TOTALS 148907.10	.00
						FINAL REPORT TOTALS	148907.10	.00

VENDOR NAME	DUE DATE	PURCHASE ORDER NUMBER	INVOICE NUMBER	DUE DATE	TY VOUCHER PE NUMBER	TRANSACTION DESCRIPTION	TRANS AMOUNT	DISC/WITH AMOUNT	
CASH CODE-08008		G/L CASH ACCOUNT-111010000		CASH-CHECKING-CO TRANS					
A Mining Group, LLC	03/16/2017	-	74859	02/20/2017	VR 11031617-021	Clinton Rd	1056.00	.00	
A Mining Group, LLC	03/16/2017	-	74967	02/22/2017	VR 11031617-023	Mistletoe	135.83	.00	
A Mining Group, LLC	03/16/2017	-	74988	02/22/2017	VR 11031617-022	Mistletoe,Deerfield,Westv	733.21	.00	
A Mining Group, LLC	03/16/2017	-	75039	02/23/2017	VR 11031617-020	Mistletoe			
A Mining Group, LLC	03/16/2017	-	75088	02/26/2017	VR 11031617-024	Pavlik-Waukeenah Hwy	1061.41	.00	
							1773.86	.00	
						CHECK TO VENDOR==>VENDOR AMININGG A Mining Group, LLC	TOTALS	4760.31	.00
BancorpSouth	03/16/2017	-	78000140	04/05/2017	VR 11031617-001	#002-0070780-001	1278.00	.00	
						CHECK TO VENDOR==>VENDOR BANCORPS BancorpSouth	TOTALS	1278.00	.00
Big Bend Tire	03/16/2017	-	9357	02/08/2017	VR 11031617-006	RoadDept-Tire Repair	20.00	.00	
Big Bend Tire	03/16/2017	-	9360	02/08/2017	VR 11031617-007	RoadDept-GraderTireRepair	163.50	.00	
Big Bend Tire	03/16/2017	-	9371	02/08/2017	VR 11031617-008	RoadDept-Semi Tire Repair	125.00	.00	
Big Bend Tire	03/16/2017	-	9388	02/08/2017	VR 11031617-005	RoadDept-Tire Repair	50.00	.00	
Big Bend Tire	03/16/2017	-	9526	02/22/2017	VR 11031617-009	RoadDept-New Tire	751.00	.00	
Big Bend Tire	03/16/2017	-	9527	02/22/2017	VR 11031617-010	RoadDept-Service Call	138.25	.00	
						CHECK TO VENDOR==>VENDOR BIGBENTI Big Bend Tire	TOTALS	1247.75	.00
Certified Laboratories*	03/16/2017	-	2565316	12/26/2016	VR 11031617-019	Cust#538943	19.85	.00	
						CHECK TO VENDOR==>VENDOR CERTIFIE Certified Laboratories*	TOTALS	19.85	.00
Fla Dept.of Law Enfrcemn	03/16/2017	-	1291015	02/01/2017	VR 11031617-003	#31514 Newell, Christina	24.00	.00	
						CHECK TO VENDOR==>VENDOR FDLE Fla Dept.of Law Enfrcemnt	TOTALS	24.00	.00
First Call Truck Parts	03/16/2017	-	59320	03/07/2017	VR 11031617-011	#4505 OilFilt,IndexSwitch	185.36	.00	
						CHECK TO VENDOR==>VENDOR FIRSTCAL First Call Truck Parts	TOTALS	185.36	.00
Grubbs Auto Parts, LLC	03/16/2017	-	219841	02/28/2017	VR 11031617-018	#1699 Oxygen	11.48	.00	
						CHECK TO VENDOR==>VENDOR NAPAAUTO Grubbs Auto Parts, LLC	TOTALS	11.48	.00
Office Depot*	03/16/2017	-	90963919	03/01/2017	VR 11031617-014	#909639192-1 Water,Candy	120.58	.00	
						CHECK TO VENDOR==>VENDOR OFFDEP Office Depot*	TOTALS	120.58	.00
O'Reilly Automotive, Inc	03/16/2017	-	5-281220	01/19/2017	VR 11031617-012	#336410 BrakeDrum,BrakeSh	55.65	.00	
O'Reilly Automotive, Inc	03/16/2017	-	5-285655	03/06/2017	VR 11031617-013	#336410 Tractor Fluid	247.45	.00	
						CHECK TO VENDOR==>VENDOR O'REILLY O'Reilly Automotive, Inc.	TOTALS	303.10	.00

VENDOR NAME	DUE DATE	PURCHASE ORDER NUMBER	INVOICE NUMBER	DUE DATE	TY VOUCHER PE NUMBER	TRANSACTION DESCRIPTION	TRANS AMOUNT	DISC/WITH AMOUNT
Partsmaster	03/16/2017	-	23120877	02/28/2017	VR 11031617-015	#PM357711 Hand Cleaner	161.00	.00
		CHECK TO VENDOR==>VENDOR PARTSMAS Partsmaster				TOTALS	161.00	.00
Safety-Kleen Systems, In	03/16/2017	-	04348185	02/28/2017	VR 11031617-016	#JE10809 #CN04348185	49.68	.00
		CHECK TO VENDOR==>VENDOR SAFETYKL Safety-Kleen Systems, Inc				TOTALS	49.68	.00
TRACTOR SUPPLY COMPANY	03/16/2017	-	118754	02/07/2017	VR 11031617-017	Act#6035301202683833	44.94	.00
		CHECK TO VENDOR==>VENDOR TRACTORS TRACTOR SUPPLY COMPANY				TOTALS	44.94	.00
Tri-County Electric Coop	03/16/2017	-	90060217	02/27/2017	VR 11031617-004	Act#72001059006	30.36	.00
		CHECK TO VENDOR==>VENDOR TRI-CO. Tri-County Electric Coop.				TOTALS	30.36	.00
Verizon Wireless	03/16/2017	-	97808490	02/23/2017	VR 11031617-002	#222501100-1 #9780849025	94.51	.00
		CHECK TO VENDOR==>VENDOR VERIZONW Verizon Wireless				TOTALS	94.51	.00
			CASH ACCOUNT # 111010000			TOTALS	8330.92	.00
			BANK ACCOUNT # 0101006511			TOTALS	8330.92	.00
			FINAL REPORT TOTALS				8330.92	.00

JEFFERSON COUNTY CDBG HOUSING GRANT #15DB-OJ-02-43-01-H20

CHANGE ORDER # 1

Client Name: Lutrelle Ervin CLIENT NO.: N/A
 Address: 1107 Nash Rd. DATE: 2/9/2017
Lamont, Fl.

Change order to the Rehabilitation/Replacement Home Contract between Sterling Pearson and Lutrelle Ervin for the Jefferson County CDBG Housing Program.

Change Ordered:

Termite damage was located in the following areas once the wall and ceiling covering was removed.

Repair Truss damage due to termite damage and additional sheathing 10%	\$665.00
Repair damage at kitchen window about 10ft. Due to termite damage	\$345.00

	TOTAL:	<u>\$1,010.00</u>
CONTRACT AMOUNT		
Original Contract Amount	<u>\$65,130.00</u>	
Previous Change Orders	<u>\$0.00</u>	
Amount this change order	<u>\$1,010.00</u>	
Revised Contract Amount	<u>\$66,140.00</u>	

This document shall become an amendment to the Contract and all stipulations and covenants of the Contract shall apply hereto.

Homeowner's Signature Date

Homeowner's Signature Date

Contractor's Signature Date

Authorized County Representative's Signature Date

Project Manager's Signature Date

JEFFERSON COUNTY CDBG HOUSING GRANT #15DB-OJ-02-43-01-H20

CHANGE ORDER # 1

Client Name: Mary Miller CLIENT NO.: N/A
 Address: 234 Parkway Pines DATE: 1/31/2017
Monticello, FL

Change order to the Rehabilitation Contract between FLA Homes Inc. and Mary Miller for the Jefferson County CDBG Housing Program.

Change Ordered:

Install a new minimum 18 Cubic frost free Energy Star refrigerator Existing refrigerator stopped working properly between time of bid and start of construction. This is a health and safety issue	\$900.00
Install weather stripping to kitchen attic access and seal off hall attic access, the hall attic access was to close to the roof framing and could not be opened large enough to gain attic access	\$172.00
Delete regrout kitchen tile and tile throughout. Delete replace cracked tile in foyer	-\$340.00 -\$250.00
Install new subflooring and FHA approved vinyl flooring in foyer, hall, kitchen and dining room Due to unstable sub flooring existing tile flooring and grout cracking got substantially worse during construction. Existing tile needas to be removed due to trip hazard	\$3,510.00
Repair and paint 2 window sills where window A?C units were removed	\$0.00

TOTAL: **\$3,992.00**

CONTRACT AMOUNT

Original Contract Amount	<u>\$46,706.00</u>
Previous Change Orders	<u>\$0.00</u>
Amount this change order	<u>\$3,992.00</u>
Revised Contract Amount	<u>\$50,698.00</u>

This document shall become an amendment to the Contract and all stipulations and covenants of the Contract shall apply hereto.

Homeowner's Signature Date

Homeowner's Signature Date

Contractor's Signature Date

Authorized County Representative's Signature Date

Project Manager's Signature Date

JEFFERSON COUNTY CDBG HOUSING GRANT #15DB-OJ-02-43-01-H20

CHANGE ORDER # 1

Client Name: Mary Ulee CLIENT NO.: N/A
 Address: 3691 Thompson Valley Rd DATE: 1/31/2017
Monticello, FL

Change order to the Rehabilitation Contract between FLA Homes Inc. and Mary Ulee for the Jefferson County CDBG Housing Program.

Change Ordered:

Paint the remaining interior rooms ,not included in original scope of work \$990.00
 Additional interior painting is for 3 bedrooms and living room
 Original scope did not include to paint the 3 bedrooms and living room but due
 unseen stains on walls and wall damage behind furniture
 painting the remainder of the interior walls is recommended

	TOTAL:	<u>\$990.00</u>
CONTRACT AMOUNT		
Original Contract Amount	<u>\$40,646.00</u>	
Previous Change Orders	<u>\$0.00</u>	
Amount this change order	<u>\$990.00</u>	
Revised Contract Amount	<u>\$41,636.00</u>	

This document shall become an amendment to the Contract and all stipulations and covenants of the Contract shall apply hereto.

 Homeowner's Signature Date

 Homeowner's Signature Date

 Contractor's Signature Date

 Authorized County Representative's Signature Date

 Project Manager's Signature Date

JEFFERSON COUNTY CDBG HOUSING GRANT #15DB-OJ-02-43-01-H20

CHANGE ORDER # 2

Client Name: Israel Lawrence CLIENT NO.: N/A
 Address: 683 Watermill Rd. DATE: 02/019/2017
Monticello, Fl.

Change order to the Rehabilitation/Replacement Home Contract between Sterling Pearson and Israel & Janie Lawrence for the Jefferson County CDBG Housing Program.

Change Ordered:

Existing vinyl flooring in den area was not glued down or cut properly and has curled and split since furniture was moved out for construction. Existing vinyl is a trip hazard and health and safety issue and needs to be replaced.

Prep floor and install (glue down) new FHA approved vinyl flooring in the den area. Owner to pick patter from contractor supplied sampels.	\$676.00
--	-----------------

	TOTAL:	<u>\$676.00</u>
CONTRACT AMOUNT		
Original Contract Amount	<u>\$51,590.00</u>	
Previous Change Orders	<u>\$1,541.19</u>	
Amount this change order	<u>\$676.00</u>	
Revised Contract Amount	<u>\$53,807.19</u>	

This document shall become an amendment to the Contract and all stipulations and covenants of the Contract shall apply hereto. Change Order #1 to be paid with CDBG Funds

<hr/> Homeowner's Signature	<hr/> Date
-----------------------------	------------

<hr/> Homeowner's Signature	<hr/> Date
-----------------------------	------------

<hr/> Contractor's Signature	<hr/> Date
------------------------------	------------

<hr/> Authorized County Representative's Signature	<hr/> Date
--	------------

<hr/> Project Manager's Signature	<hr/> Date
-----------------------------------	------------



March 10, 2017

Kirk Reams
Clerk of Court
1 Courthouse Circle
Monticello, FL 32344

RE: Consent Agenda Item

Dear Kirk Reams:

The Tourist Development Council Board of Directors requested me to send out a RFQ for our new website. After discussions with our Chairman it was decided to choose CLGolden Webcode for the project. Attached is her proposal.

The TDC Board respectfully requests that the Board of County Commissioners accept our decision to move forward with the CL Golden proposal/contract.

Sincerely,

A handwritten signature in blue ink that reads "Katrina Richardson". The signature is written in a cursive, flowing style.

Katrina Richardson
Executive Director

420 West Washington Street, Monticello, FL 32344
www.visitjeffersoncountyflorida.com 850-997-5552



PROPOSAL/CONTRACT

For the development of a website for the
Jefferson County Tourism Development Council

between

Christine Golden
dba **CLGolden Webcode**
referred to from this point forward as
“**CLGolden**” or “Developer”
266 N Cherry St.
Monticello, FL 32344
christine@clgoldenwebcode.com
850.242.3747

and

Jefferson County Tourist Development Council
Referred to from this point forward as
“**TDC**” or “Client”
420 West Washington Street
Monticello, FL. 32344
info@monticellojeffersonfl.com
(850) 997-5552

Christine Golden is the sole-proprietor of CLGolden Webcode which was established in 2010. As a objective-oriented, local businesswoman, Christine focuses on the quality of your online success, rather than the quantity of websites she can build. Skilled code writer, up-to-date and resourceful, Christine is an excellent project manager and team player who will deliver measurable results.

CLGolden agrees to develop this website for \$2,640 subject to the Scope of Work outlined in this Proposal/Contract and the Terms and Conditions attached.

SUMMARY

OBJECTIVES

The Tourist Development Council is charged with the task of increasing the number of people who come to visit, stay and return to Jefferson County and Monticello.

They require a website that will accomplish the following:

- Raise awareness of the natural and historic beauty of the area
- Provide a public resource of events and activities in Jefferson County
- Provide a public resource of places to stay and eat in Jefferson County

Currently, the TDC has a website that is performing badly. During a brief audit to determine Scope of Work, CLGolden discovered many broken links, unacceptably slow load speeds and a variety of technical and design issues.

CLGolden proposes to meet these objectives through the development of a custom *WordPress*¹ website.

The Chamber is used to working in WordPress, so it will be easier for them to use than the limited, proprietary platform the website is on now.

This custom-developed site will contain only the functionality currently needed, which makes the site better performing and more secure.

Yet, the site will be expandable for functionality needed in the future.

There are a few excellent Gallery 'plugins' that can be used without issue on a special page or in any internal page.

TDC will own their theme files and can move them or change developers as they wish.

¹ **Please Note:** *WordPress websites require ongoing, technical maintenance, security updates and backups. Such maintenance can be accomplished by the website editors and managers. CLGolden Webcode also offers such services through it's "Webkeeping" programs. <http://clgoldenwebcode.com/webkeeping>*

SCOPE OF WORK

The design of the website, in terms of layout, colors and font styles is already established. Since the existing website company owns the design, there will have to be some changes to avoid copyright issues. This proposal includes a design that imitates the existing design elements.

The navigation of the site (site map) was also already designed and approved of by the council and will remain the same. It is, in fact, important for the navigation links to remain the same for Google search.

It is likely that the TDC will have to supply the original, full-sized images again, since we don't seem to have access to them through the existing site. You will have access to them in a WordPress site.

The following phases of work will further clarify the Scope of Work.

PHASES OF WORK

PHASE 1: Project Management, Content & Architecture

This phase of the work is minimal since the architecture (navigation and links), and content are already well-developed. They will be carried over to the new site.

A single point of contact for the TDC will be determined during this phase, if not done already. Comments and requests for changes will need to come through this one person to avoid confusion.

PHASE 2: Design

The layout of the current site is modern and attractive, and can be imitated in the new site. Various design elements (colors, fonts, box details, etc.) will need to be changed to avoid impinging on the current developer's copyright of the theme.

There are three basic page types

- a home page with top and footer navigation, a slider and two sidebars
- an internal page with one sidebar and the same top and footer navigation
- a Photo Gallery page

Social media icons for 'following' the TDC on Facebook, and for 'sharing' the site pages will be included. The internal pages will also have the option to have

gallery images particular to that page. A contact form, and google maps page or section is also included.

CLGolden will be developing a hand-coded, responsive, custom theme based on the existing layout and design, which the TDC will *own* once completed and paid for.

PHASE 3: Development

A static HTML, skeletal version of the website will be developed and uploaded into a 'sandbox' on CLGolden's hosting server. The Client will be able to see how the different types of pages look on mobile and desktop.

This is a final opportunity for the TDC to approve the design of site before integration with the WordPress functionality.

Please Note: Major changes to the structure or design of the site from this point forward may be considered Additional Work.

PHASE 3: Porting to WordPress

Once the design of the site pages is approved, the site will be 'ported' into a WordPress platform.

All content and photos will be added at this point.

The substantially finished WordPress site will be deployed in the 'sandbox.' Everyone will have the opportunity to use and practice with the site to locate bugs and make final comments.

PHASE 4: Deployment

Once approved, the site will be migrated to its final server and thoroughly tested in all modern browsers and various mobile devices.

This contract includes setting up the website on a Linux-based, hosting server and directing the domain name to the site.

For web hosting, CLGolden recommends Golden Harbor Web Hosting, CLGolden's personally managed, secure and high performance hosting service

with email. Cost is \$239.40 per year and is not included in this contract price. <http://goldenharborwebhosting.com>

The Client's domain name is supposed to be <http://www.visitjeffersoncountyflorida.com>, although the ".org" domain name seems more appropriate. Nevertheless, all variations of the domain name will also be pointed to it. They are currently registered with GoDaddy².

A reliable, free backup system will be installed on the website. This ensures you always have a previous version in case your site gets hacked. TDC will have to ensure that the site is updated with technical and security patches on a continuous basis.

PHASE 5: Support & Training

Once the site is 'live' a 30-day support and training period begins.

EXCLUSIONS (Future Functionality)

- Site comments are not included, as they contribute to spam and need to be rigorously managed. Questions and comments can be sent directly to the Web Manager through the "Contact" page.
- Complex systems such as private memberships, subscription payments, automatic membership renewal, forums, eCommerce or other complex platforms not mentioned in the Scope of Work are not included.
- Ongoing maintenance and security is not included.
- Analytics or Content SEO are not included.
- Content Updates after turning over ownership of site are not included.
- Cost of Domain Name or Hosting Server is not included.

² If the ownership of the domain names are to change, CLGolden recommends transferring them away from GoDaddy to DomainIt, a less expensive company with excellent support. <http://www.domainit.com?a=clgolden>

QUALITY OF WORK

Industry Standards

CLGolden is proud to provide code that meets or exceeds the best standards of the day to ensure your website is accessible, searchable, easy for you and your visitors to load and to use, whether on a desktop or mobile device.

Built-in security measures include:

- Simple theme code without unnecessary functions or plugins
- Simple backup plugin and scheduled, automatic backups

Built-in SEO includes:

- Properly named image files and alt tags
- Properly setup title tags for various page
- SEO plugin and training

Design standards are based on current industry research, testing and strategies.

PAYMENT SCHEDULE

DELIVERABLES	Duration	AMOUNT DUE
Signing of Contract	Begin	\$ 400
HTML to Sandbox	1 weeks	\$ 980
WordPress Site to Sandbox	2 weeks	\$ 1,020
Deployment of Site to Server	1 week	\$ 240
Total	+/-4 weeks	\$ 2,640

Payment for each milestone is requested within ten (10) days of Invoice date.

CLGolden reserves the right to discontinue work if payment is not received by the due date. Final delivery may be delayed to the extent of payment delay.

Delays in the schedule are not uncommon; life happens. TDC and CLGolden agree to notify each other of such as soon as changes in the schedule are recognized.

Additional Services Available

		Annually	
Web Hosting	http://goldenharborwebhosting.com/	\$	239.40
WordPress Maintenance	http://clgoldenwebcode.com/webkeeping/	\$	299.99
Social Media / Analytics		\$	399.99

ATTACHMENTS

1. Terms and Conditions

ACCEPTANCE

If TDC agrees to this Proposal/Contract, please sign below and return by email, delivery or mail.

Client

Print Name	Signature	Date
------------	-----------	------

Print Name	Signature	Date
------------	-----------	------

CLGolden Webcode

Christine Golden

Print Name	Signature	Date
------------	-----------	------



GENERAL TERMS & CONDITIONS

Content

Photos and written copy will be supplied by Client, proofread, optimized and organized with the help of CLGolden.

Content will need to be supplied in digital form of the highest resolution. Written copy will need to be supplied in a form that can be copy and pasted as text, preferably as a Google Doc.

Licenses & Copyrights

Client agrees that written and graphic content will be original or free of copyright burdens. Graphics supplied by CLGolden through stock photo platforms will be properly licensed and paid for by the Client.

WordPress is an open source platform and is free to use. Plugins will each have their own licensing, but will be chosen to allow commercial use.

The Custom theme is yours to use and modify for this website alone. It is not available to sell or re-use without the express permission of Developer and/or Designer.

Additional Work

Work requested outside the Scope of Work will be billed at a rate of \$58/hour. CLGolden will notify Client if work requested is outside of the scope, or will affect the schedule, before proceeding.

Revisions to layout or navigation after Phase 2: Design approval can be expensive and may be charged as Additional Work.

Reimbursable Costs

Costs for stock photos, premium plugins, hosting services and domain names are the Client's responsibility. CLGolden is available to assist setting up accounts for those products.

Marketing Rights

CLGolden requests the right to use your website in its marketing materials, and to be cited (subtly) in the footer of your website.

Warranty & Support

Your website will meet or exceed industry standards with regard to quality code, technical functionality and security (although security cannot be guaranteed). Questions and/or support will be available for 30 days from turnover to Owner.

Indemnification

Client agrees to indemnify, save and hold harmless CLGolden from any and all damages, losses, lawsuits, expenses or costs that might arise as a result of claim or action by a third party. This includes any action that involves hacking or other malicious activity by a third party resulting in damage to Client's website, reputation, goodwill or revenue.

It is important to note that, as an open source platform, WordPress' core code is not CLGolden's responsibility. It is possible that bugs, security flaws and compatibility issues which are out of Client's or CLGolden's control may arise with future releases of WordPress.

The same is true for plugins, although CLGolden only selects the most reputable and well-established vendor code.

Early Termination

In the event this contract needs to be terminated before its completion, Client agrees to notify CLGolden in writing (email is okay) and pay CLGolden for work done to date. CLGolden agrees to provide deliverables paid for by the date of notification.

Mediation & Liability

In the event of a dispute that requires an outside party to resolve, CLGolden and Client agree to use Arbitration services in the State of Florida. We also agree that the most CLGolden can be held liable for is the cost of the website paid to date.