BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING AGENDA
December 2, 2025 at 6:00 PM
Edward J. Butler Governmental Complex
9-B East Jefferson Street
Quincy, Florida

AGENDA

1. **Call to Order**

2. **Invocation**

3. **Pledge of Allegiance**

4. **Amendments to the Agenda**

5. **Approval of Agenda.**

6. **Awards, Presentations and Appearances**

7. Consent

7.a Ratification Memo
(Clerk of Court)
7.a Agenda Item Ratification.pdf

7.b
BOCC Meeting/Workshop Minutes:

November 17, 2025, Regular BOCC Meeting
7.b Agenda Item 20251117 Regular Meeting MIN_unbound.pdf

7.c
Approval of Florida Department of Health, Bureau of EMS Matching Grant Application

(Reginald James, Interim County Administrator / Dewayne Ford, Chief)

7.c Agenda Ityem DOH EMS Match Grant.pdf

7.d

Approval and Signature for Special Assessment Liens State Housing Initiative Partnership Program (SHIP)-(Down Payment and Closing Cost Assistance Program)

(Reginald James, Interim County Administrator/Sonya Burns, Housing Program Coordinator)

7.d Agenda Item Spec Assess Lien State.pdf

7.e

Approval and Signature(s) for Satisfaction of Special Assessment Lien

(Reginald James, Interim County Administrator/Sonya Burns, Housing Program Coordinator)

7.e Agenda Item Spe Assess Lien & Con.pdf

7.f

Approval and Signature(s) for Satisfaction of Special Assessment Lien

(Reginald James, Interim County Administrator/Sonya Burns, Housing Program Coordinator)

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7.f Agenda Item Sat Spec Assess Lien.pdf

8. Items Pulled for Discussion

9. Citizens Requesting to be Heard on Non-Agenda Items (3-Minute Limit)

The Gadsden County Board of County Commissioners welcomes and encourages public participation at all meetings of the Board. Citizens are free to speak for up to three (3) minutes on non-agenda items. Public comments and participation are also encouraged for items on the agenda.

Additionally, if you are unable to attend a meeting in person, comments from the Public can also be submitted via email to CitizensToBeHeard@gadsdencountyfl.gov until noon on the date of the meeting. Comments submitted after the deadline, but prior to the meeting, will be added to the official record, but the County cannot guarantee that Commissioners and staff will have adequate time to review comments prior to the meeting.

Citizens are further encouraged to participate on the County's website at www.gadsdencountyfl.gov.

10. Public Hearing

10.a

Approval of Resolution 2025-059 & Budget Amendments for FY25

(Reginald James, Interim County Administrator/Trudei Porter, Finance Director)

10.a Agenda Item Res2025-059.pdf

11. General Business

11.a

Approval of Change Order #4 between Graybelle Construction for the W.S. Stevens Covid Shelter

(Reginald James, Interim County Administrator/ Kassandra McGlonn, Grants Administrator)

11.a Agenda Item Graybelle.pdf

11.b

Approval of Grant Agreement between Gadsden County and the Florida Department of Transportation

(Reginald James, Interim County Administrator/ Kassandra McGlonn, Grants Administrator)
11.b Agenda Item FDOT.pdf

11.c

Approval of Public Restroom Plans for Gadsden County Parks and recreational Department

(Reginald James, Interim County Administrator/Alton Woodard, Construction Manager)

11.c Agenda Item Parks & Rec.pdf

11.d

Approval of Work Authorization for CRA design package Phase 2 for Old Courthouse repairs

(Reginald James, Interim County Administrator)

(MATERIALS TO BE PROVIDED)

11.e

Approval of Local Agency (LAP) Expiration of Agreement/Time Extension for 446637-2-CR 12 FAIRBANKS RD FROM CR 157 CONCORD RD TO LEON CO LINE-PHASE II

(Reginald James, Interim County Administrator/ Curtis Young, Public Works Director)

11.e Agenda Item Fairbanks G2095.pdf

12. **Clerk of Court**

Updates
(Nicholas Thomas, Clerk of Court)

13. County Attorney

Updates
(Louis J. Baptiste, Interim County Attorney)

14. County Administrator

Updates
(Reginald James, Interim County Administrator)

15. Discussion Items by Commissioners

15.a. Commissioner Shawn Wood, District 3
15.b. Commissioner Ronterious Green, District 5
15.c. Commissioner Alonzetta Simpkins, District 2
15.d. Commissioner Brenda A. Holt, District 4
15.e. Commissioner Eric F. Hinson, District 1

16. Motion to Adjourn

17. Receipt and File

Nicholas Thomas
Gadsden County, Florida

Clerk of the Circuit Court

Clerk of the County Court

Clerk to the Board of County Commissioners
County Recorder
County Auditor

MEMORANDUM

TO: BOARD OF COUNTY COMMISSIONERS

FROM: NICHOLAS THOMAS, CLERK

RE: RATIFICATION OF APPROVAL TO PAY COUNTY BILLS

DATE: November 6, 2025

Please ratify your approval for the payment of County bills as reflected in the warrant vouchers listed below:

Accounts Payable Dated: October 23, October 24, October 27, October 28, November 4, November 5, November 6

Payroll Dated: November 13

Ph. (850) 875-8601
FAX (850) 875-8612

Website: www.gadsdenclerk.com
Email: clerkofcourt@gadsdenclerk.com

P.O. Box 1649
Quincy, FL 32353-1649

AT A REGULAR MEETING OF THE BOARD OF COUNTY COMMISSIONERS HELD IN AND FOR GADSDEN COUNTY, FLORIDA ON NOVEMBER 17, 2025 AT 6:00 P.M., THE FOLLOWING PROCEEDING WAS HAD, VIZ:

Present: **Eric F. Hinson, Chair, District 1**
Ronterious Green, Vice-Chair, District 5
Alonzetta Simpkins, District 2
Shawn Wood, District 3
Brenda A. Holt, District 4
Reginald James, Interim County Administrator
Louis Baptiste, Interim County Attorney
Adriana Quijada, Deputy Clerk

1. **Call to Order, Invocation and Pledge of Allegiance**

Chair Hinson called the meeting to order at 6 p.m. Vice-Chair Green led into invocation and the Pledge of Allegiance.

4. **Amendments to the Agenda**

Attorney Baptiste stated the county has received notice that there will be excessive dry conditions and they might need to look at a resolution related to banning any burning.

COMMISSIONER WOOD MADE A MOTION TO ADD ITEM 11.N., APPROVAL OF RESOLUTION BANNING OUTDOOR BURNING AND COMMISSIONER HOLT MADE THE SECOND. THE BOARD VOTED 5-0 TO APPROVE.

Mr. Baptiste stated for item 11.m., there needs to be a motion to add the design work authorization for Hammond Design Group.

COMMISSIONER WOOD MADE A MOTION TO ADD THE WORK AUTHORIZATION FOR HAMMOND DESIGN GROUP TO ITEM 11.M. AND COMMISSIONER GREEN MADE THE SECOND. THE BOARD VOTED 5-0 TO APPROVE.

5. **Approval of Agenda**

COMMISSIONER HOLT MADE A MOTION TO APPROVE THE AGENDA AS AMENDED AND COMMISSIONER WOOD MADE THE SECOND. THE BOARD VOTED 5-0 TO APPROVE.

6. **Awards, Presentations, and Appearances**

6.a. Election of Chairman and Vice Chairman

Commissioner Wood nominated Commissioner Hinson to remain as Chairman and Commissioner Holt nominated Commissioner Green as Chairman.

CHAIR HINSON CALLED FOR A VOTE TO ELECT ERIC F. HINSON AS CHAIRMAN. THE BOARD VOTED 3-2 WHERE COMMISSIONER HOLT AND COMMISSIONER GREEN OPPOSED.

CHAIR HINSON CALLED FOR A VOTE TO ELECT COMMISSIONER GREEN AS VICE-CHAIR. THE BOARD VOTED 5-0 TO APPROVE.

7. Consent

Vice-Chair Green asked to pull item 7.d. for discussion.

COMMISSIONER GREEN MADE A MOTION TO APPROVE THE CONSENT AGENDA AND CHAIR HINSON MADE THE SECOND. THE BOARD VOTED 5-0 TO APPROVE.

7.a Ratification Memo

7.b. BOCC Meeting/ Workshop Minutes:

1. October 30, 2025, Special Meeting
2. November 4, 2025, Regular BOCC Meeting

7.c. Approval of Signature for Special Assessment Lien and Contract – SHIP

~~**7.d. Approval of 2026 Holiday Schedule**~~

7.e. Approval of the 2026 BOCC Meeting Calendar

7.f. Approval of Library Annual Plan of Service 2025-2026

8. Items Pulled for Discussion

7.d. Approval of 2026 Holiday Schedule

COMMISSIONER GREEN MADE A MOTION FOR ITEM 7.D. TO BE CONSISTENT WITH THE STATE HOLIDAY SCHEDULE AND COMMISSIONER WOOD MADE THE SECOND. THE BOARD VOTED 5-0 TO APPROVE.

9. Citizens Requesting to be Heard on Non-Agenda Items (3-Minute-Limit)

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Chair Hinson read aloud the above statement.

10. Public Hearing

10.a. Approval of Resolution 2026-008 and Budget Amendments for FY26

Mr. James stated this agenda items seeks to move funding that was unspent from 2024-25 from Parks and Rec to the 2025-26 budget for Parks and Recreation to complete park improvement projects. In 2024-25, the Board approved moving $440,000 from General Fund to the Parks and Rec budget to complete park improvements. The money was not fully expended and has an available balance of $380,892.23.

Chair Hinson asked if there were any public comments and there were none.

Commissioner Holt asked Ms. Moye about a report on parks. Ms. Moye stated when they initially started addressing parks that needed upgrades, they did try to make sure to do at least one park in each district. They have a total of 13 parks and they have worked on 6 parks so far. Commissioner Holt asked about the cost for the parks they have already completed. Ms. Moye stated she can get that information for her.

COMMISSIONER WOOD MADE A MOTION TO APPROVE ITEM 10.A. AND COMMISSIONER GREEN MADE THE SECOND. THE BOARD VOTED 5-0 TO APPROVE.

Chair Hinson asked Mr. James to make sure cameras were included for the parks, and also signs showing the parks close at nightfall. Attorney Baptiste stated there are signs in the parks, they just have to work on enforcing it. He will get with the Administrator and Code Enforcement.

10.b. Approval of Resolution 2025-058 Budget Amendments for FY25

Mr. James presented the above item and stated it pertains to Court and Library services.

Commissioner Simpkins asked if this was an oversight. Ms. Raynak stated these were expenses from the 2024-25 budget.

Chair Hinson asked if the library was closed on holidays. Ms. Washington appeared and stated they follow the same holiday schedule as the county.

COMMISSIONER WOOD MADE A MOTION TO TABLE THIS ITEM. MOTION DIED DUE TO LACK OF A SECOND.

Mr. James stated he spoke with the Clerk about this and they have a timeline to where it needed to be done by the 28th

COMMISSIONER SIMPKINS MADE A MOTION TO APPROVE THIS ITEM AND COMMISSIONER GREEN MADE THE SECOND. THE BOARD VOTED 3-2 TO APPROVE. COMMISSIONER WOOD AND CHAIR HINSON OPPOSED.

11. General Business

11.a. Approval of an Amendment to the existing contract for I.F.W. Security LLC Services at county buildings

Mr. James presented the above item and stated this was a request to move from $15 an hour to $17 an hour.

COMMISSIONER HOLT MADE A MOTION TO APPROVE THIS ITEM AND COMMISSIONER SIMPKINS MADE THE SECOND. THE BOARD WENT INTO DISCUSSION.

Chair Hinson recommended that they raise it to a minimum of $23 or $24 an hour.

Commissioner Holt withdrew her motion and Commissioner Simpkins withdrew her second.

Commissioner Wood stated they should get out of the habit of giving people more than what they ask for. He preferred to stay at the $17 rate.

COMMISSIONER GREEN MADE A MOTION TO APPROVE $20 PER HOUR FOR I.F.W. SECURITY LLC AND COMMISSIONER HOLT MADE THE SECOND. THE BOARD VOTED 4-1 TO APPROVE. COMMISSIONER WOOD OPPOSED.

11.b. Approve changes to the Vehicle Use Policy and Take-Home Policy for Vehicles

Mr. James presented the above item. This seeks board approval for the return of several high-end leased county vehicles with Enterprise to reduce fleet size and financial impact.

Commissioner Holt asked how those vehicles were checked out. Mr. Meeks appeared and stated currently, pool vehicles are checked out with Ms. Dawkins. Department heads assign vehicles as they see needed for day-to-day use. The county administrator and department heads would determine take-home vehicles.

Commissioner Wood asked that they report speeding ticket within 24 hours.

COMMISSIONER GREEN MADE A MOTION TO APPROVE THIS ITEM WITH THE LANGUAGE THAT FOLLOWS FLORIDA LAW AND COMMISSIONER HOLT MADE THE SECOND. THE BOARD VOTED 5-0 TO APPROVE.

11.c. Approval of Verizon Connect GPS

Mr. James presented the above item.

COMMISSIONER SIMPKINS MADE A MOTION TO APPROVE ITEM 11.C. AND COMMISSIONER GREEN MADE THE SECOND. THE BOARD VOTED 5-0 TO APPROVE.

11.d. Approval to accept the Emergency Management Performance Grant Agreement #G0606

Mr. James presented the above item.

COMMISSIONER WOOD MADE A MOTION TO APPROVE ITEM 11.D. AND COMMISSIONER GREEN MADE THE SECOND. THE BOARD VOTED 5-0 TO APPROVE.

11.e. Approval of Amendment 1 to Hammond Design Group, LLC Continuing Services Contract for Professional Architectural Services

COMMISSIONER WOOD MADE A MOTION TO APPROVE ITEM 11.E. AND COMMISSIONER SIMPKINS MADE THE SECOND. THE BOARD VOTED 5-0 TO APPROVE.

11.f. Approval of the Agreement for GIS Services with the ARPC

COMMISSIONER HOLT MADE A MOTION TO APPROVE ITEM 11.F. AND COMMISSIONER SIMPKINS MADE THE SECOND. THE BOARD VOTED 5-0 TO APPROVE.

11.g. Approval of LAP Expiration of Agreement/Time Extension for 441193-2-Barineau Road Over Willacoochee Creek Bridge No. 504135

COMMISSIONER SIMPKINS MADE A MOTION TO APPROVE ITEM 11.G. AND COMMISSIONER GREEN MADE THE SECOND. THE BOARD VOTED 5-0 TO APPROVE.

11.h. Approval of LAP Expiration of Agreement/Time Extension for 453007-2-Cane Creek Road over Cane Creek Bridge No. 504020 Rep Air

COMMISSIONER HOLT MADE A MOTION TO APPROVE ITEM 11.H. AND COMMISSIONER GREEN MADE THE SECOND. THE BOARD VOTED 5-0 TO APPROVE.

11.i. Approval of LAP Expiration of Agreement/Time Extension for 446637-2-CR 12 Fairbanks Road from CR157 Concord Road to Leon Co Line – Phase II

COMMISSIONER GREEN MADE A MOTION TO APPROVE ITEM 11.I. AND COMMISSIONER HOLT MADE THE SECOND. THE BOARD VOTED 5-0 TO APPROVE.

11.j. Approval of LAP Expiration of Agreement/Time Extension for 448611-1-CR 274 Ben Bostick Road from I-10 Overpass to SR 10 (US 90)

COMMISSIONER HOLT MADE A MOTION TO APPROVE ITEM 11.J. AND COMMISSIONER GREEN MADE THE SECOND. THE BOARD VOTED 5-0 TO APPROVE.

~~11.k. Approval of LAP Expiration of Agreement/Time Extension for 446637-2-CR 12 Fairbanks Road from CR157 Concord Road to Leon Co Line – Phase II~~
Mr. James stated this item was a duplicate from item 11.i.

11.l. Approval of the payment of year two of the Flock Safety Agreement
Mr. James presented the above item.

COMMISSIONER HOLT MADE A MOTION TO APPROVE ITEM 11.L. AND COMMISSIONER GREEN MADE THE SECOND. THE BOARD VOTED 5-0 TO APPROVE.

11.m. Approval of the Boys & Girls Club Design Task Order

COMMISSIONER HOLT MADE A MOTION TO APPROVE THIS ITEM AND COMMISSIONER WOOD MADE THE SECOND. THE BOARD WENT INTO DISCUSSION.

Mr. Baptiste asked to amend the motion to approve the Hammond Design work authorization.

COMMISSIONER HOLT AMENDED HER MOTION TO APPROVE ITEM 11.M. AND INCLUDE THE APPROVAL OF THE HAMMOND DESIGN GROUP WORK AUTHORIZATION. COMMISSIONER WOOD MADE THE SECOND AND THE BOARD VOTED 5-0 TO APPROVE.

11.n. Approval of Resolution Prohibiting Outdoor Burning

COMMISSIONER HOLT MADE A MOTION TO APPROVE ITEM 11.N. AND COMMISSIONER GREEN MADE THE SECOND. THE BOARD VOTED 5-0 TO APPROVE.

12. Clerk of Court
No updates.

13. County Attorney
No updates.

14. County Administrator
Mr. James announced the additional office closure dates for holidays.

Mr. James mentioned having a strategic planning session on December 13th.

15. Discussion Items by Commissioners

15.a. Commissioner Alonzetta Simpkins, District 2
Commissioner Simpkins stated she would like a bonds workshop.

Commissioner Green stepped out at 7:25 p.m.

Commissioner Simpkins stated she would like for the procurement policy to be on the agenda for the next meeting. She also would like an update on the software.

Commissioner Green returned at 7:27 p.m.

Commissioner Simpkins stepped out at 7:31 p.m.

15.b. Commissioner Shawn Wood, District 3
Commissioner Wood would like a PSA on forest fires due to dry weather. He also mentioned questions he has been getting regarding renting public facilities.

Commissioner Wood invited Rev. Hannah to speak on the PAMS program if he would like. Commissioner Wood stated the river landing in Chattahoochee was going well.

15.c. Commissioner Brenda A. Holt, District 4

Commissioner Holt stated she invited Rev. Hannah to come to this meeting and asked him if he would like to speak.

Rev. Tony Hannah appeared before the board and stated he was very passionate about Gadsden County. The bus was going very well and they are trying to expand it; but he cannot do it by himself. He stated he loves the PAMS program and wants it back. He was not aware that they were going to make that vote at the last meeting, and he was in a meeting that he could not get out of. He nor his board approved for that to happen and he did not want them to take the program away from him.

Commissioner Green stated at the last meeting, they asked if Rev. Hannah was aware that they were voting to take the PAMS program to the Health Department. The county administrators answer was yes.

Mr. James stated he and Rev. Hannah have spoken a few times, and he did not foresee any real challenges.

Commissioner Holt stated she spoke with Rev. Hannah and Dr. Cooksey. She stated Dr. Cooksey asked her how did it get on the agenda. it was an error made by the board; Green stated would not call it an error since they did ask.

COMMISSIONER HOLT MADE A MOTION FOR THE PAMS PROGRAM BE ADDED ON THE NEXT AGENDA AND COMMISSIONER WOOD MADE THE SECOND. THE BOARD WENT INTO DISCUSSION.

Mr. Baptiste stated under Ordinance 2021-015, this board is prohibited from reconsidering a decision for 6 months. But, if the board votes to have him look into it to see if there was a way, he will. If they take any action, it would be void under that ordinance.

Commissioner Holt stated she did not think that would apply to a board error. Commissioner Green stated he would not call it an error, because they did ask. He asked the attorney to look into maybe overruling it.

Attorney Baptiste stated when he received information that the Health Department agreed to take the PAMS program back, he did not request documentation from the Gadsden Health Council because this board had asked him to do a historical search and that's where it was housed.

Commissioner Wood stated he did not mind revisiting that item. It would be better to allow the manager and attorney to come back with this.

Commissioner Holt mentioned the policy on adding items to the agenda. She has asked several times for the Interim County Administrator position be put on the agenda, as well as the Interim Attorney position.

Chair Hinson stated there was a 6-minute time limit that each Commissioner has with their comments.

15.d. Commissioner Ronterious Green, District 5

15.e. Commissioner Eric F. Hinson, District 1

16. Motion to Adjourn

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, CHAIR HINSON DECLARED THE MEETING ADJOURNED AT 7:56 PM.

GADSDEN COUNTY, FLORIDA

_____

ERIC F. HINSON, Chair
Board of County Commissioners

ATTEST:

_____

NICHOLAS THOMAS, Clerk

Board of County Commissioners
Agenda Request

Date of Meeting: December 02, 2025

Date Submitted: November 17, 2025

To: Honorable Chairman and Members of the Board

From: Reginald James, Interim County Administrator
Dewayne Ford, Chief

Subject: Florida Department of Health, Bureau of EMS Matching Grant Application

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Statement of Issue:

This item seeks board approval of the Florida Department of Health, County Matching Grant Application for Emergency Services. Gadsden County Emergency Services is seeking grant funding to purchase Seven (7) McGrath Video Laryngoscopes.

Background:

The Florida Department of Health, EMS Matching Grant is available to facilitate the improvement of Emergency Medical Services within Gadsden County. This is a 90/10 matching grant with the County responsible for 10%.

Analysis:

Gadsden County Emergency Services is actively upgrading its services and clinical equipment to improve patient outcomes. The purchase of McGRATH MAC video laryngoscopes will ensure residents receive the highest standard of airway management and will support the department's established key performance metric of achieving a first pass intubation success rate of over 90%.

Fiscal Impact:

There is no upfront cost to apply. The total projected cost is 11,104.92, if awarded under the 90/10 match the county's share would be 1,110.49

Options:

1.Approve and authorize the Chair to sign all related documents.
2.Do not approve.
3.Board direction.

County Administrator's Recommendation:

Option 1

Attachments:

A. County Matching Grant Application
B. Quotes

EMS Matching Grant Proposal

Applicants MUST fill out all sections of the proposal to be accepted for review.

Note: If a section does not apply to your eligibility group as defined in Section 401.113, Florida Statute (F.S.), you may simply proceed to the next applicable section. A save function is available within the portal, allowing you to draft your proposal and return to complete it within 30 days of the original creation date.

An **individual proposal must be submitted for every project.** We do not impose a limit on the quantity of proposals an agency may submit.

All rural eligible applicants will be considered for the 25% matching grant category if they are not awarded pursuant to section 401.113, (2)(b), F.S.

Type of Matching Grant Requested

Rural | Urban

Organization Information

The following organizations may submit an application pursuant to 401.113(b) F.S., local agencies, municipalities, emergency medical services organizations, and youth athletic organizations.

1. Organization Name

Federal Tax ID Number (Nine Digit Number)

3 Digit Sequence Code

2. Grant Signer

The applicant signatory who has authority to sign contracts, grants, and other legal documents.

Name

Position Title

Address

City

State

Florida

Zip Code

County

Telephone

+1 555-555-5555

E-Mail Address

3. Contact Person

The individual with direct knowledge of the project on a day-to-day basis and the responsibility for the implementation of the grant activities. This person may sign project reports and may request project changes. The signer and the contact person may be the same. The contact person may also sign and submit the proposal.

Name

Position Title

Address

City

State

Florida

Zip Code

County

Telephone

+1 555-555-5555

E-Mail Address

4. Type of Eligible Entity

Local EMS Agency (Government Entities)

EMS Organizations (Pursuant to 401.107(3))

Municipalities (Police, Volunteer agencies, etc.)

Youth Athletic Organizations (Pursuant to 401.107(6))

5. Legal Status of Applicant Organization (Select only one response)

Private Not for Profit [Attach documentation-501(c)(3)]	Private for Profit
City/Municipality/Town/Village	County
State	Other (specify):

Other

6. EMS License Number (If Applicable)

Type of Service

Transport Non-Transport Both

7. Number of permitted vehicles by type (If Applicable)

Duel (ALS & BLS)

BLS Transport

ALS Non-Transport

ALS Transport

8. Number of Stations (If Applicable)

9. Number of fully equipped and staffed units available for service during the following

Daytime Hours

Nighttime Hours

10. Call Volume (Fire/EMS)

911 Transports

911 Non-Transports

Interfacility Transports

Other (If Applicable)

11. Call Volume (Other Organizations)

Medical Aid Rendered

12. Population and County Demographics

County Square Miles

Service Area Square Miles

Full Time Resident Population

Seasonal Population

13. Medical Director of Licensed EMS Provider

If this project is approved, I attest that I will affirm my authority and responsibility for the use of all medical equipment and/or the provision of all EMS education in this project.

I attest that this project is not a duplication of efforts that has been submitted in prior years.

Name of Medical Director

EMS Agency Affiliation

Choose ONE of the following outcomes that match your project and answer below.

A. Outcome For Projects That Provide or Effect Direct Services To Emergency Victims: This may include vehicles, medical and rescue equipment, communications, navigation, dispatch, and all other things that impact upon on-site treatment, rescue, and benefit of emergency victims at the emergency scene. A) Quantify what the situation has been in the most recent 12 months for which you have data (include the dates). The strongest data will include numbers of deaths and injuries during this time. B) In the 12 months after this project's resources are on-line, estimate what the numbers you provided under the preceding "(A)" should become. C) Justify and explain how you derived the numbers in (A) and (B), above. D) What other outcome of this project do you expect? Be quantitative and explain the derivation of your figures. E) How does this integrate into your agency's five-year plan?

B. Outcome For Training Projects: This includes training of all types for the public, first responders, law enforcement personnel, EMS, and other healthcare staff: A) How many people received the training this project proposes in the most recent 12-month time period for which you have data (include the dates). B) How many people do you estimate will successfully complete this training in the 12 months after training begins? C) If this training is designed to have an impact on injuries, deaths, or other emergency victim data, provide the impact data for the 12 months before the training and project what the data should be in the 12 months after the training. D) Explain the derivation of all figures. E) How does this integrate into your agency's five-year plan?

C. Outcome For Other Projects: This includes quality assurance, management, administrative, and other. Provide numeric data in your responses, if possible, that bear directly upon the project and emergency victim deaths, injuries, and/or other data. Include the following. A) What has the situation been in the most recent 12 months for which you have data (include the dates)? B) What will the situation be in the 12 months after the project services are on-line? C) If this project is designed to have an impact on injuries, deaths, or other emergency victim data, provide the impact data for the 12 months before the project and what the data should be in the 12 months after the project. D) Explain the derivation of all numbers. E) How does this integrate into your agency's five-year plan?

D. Outcome for Research and Evaluation Justification Summary: A) Justify the need for this project as it relates to EMS. B) Identify (1) location and (2) population to which this research pertains. C) Among population identified in 14 (B) above, specify a past time frame, and provide the number of deaths, injuries, or other adverse conditions during this time that you estimate the practical application of this research will reduce (or positive effect that it will increase). D) (1) Provide the expected numeric change when the anticipated findings of this project are placed into practical use. (2) Explain the basis for your estimates. E) State your hypothesis. F) Provide the method and design for this project. G) Attach any questionnaires or involved documents that will be used. H) If human or other living subjects are involved in this research, provide documentation that you will comply with all applicable federal and state laws regarding research subjects. I) Describe how you will collect and analyze the data.

Required Documentation

Please download the templates below and complete the required fields.

Budget and Timeline Template

Matching Grant Timeline and Budget.xlsm

Required Questions Template

EMS Matching Grant Questions.pdf

Budget and Timeline Upload (Required)

Choose File No file chosen

Questions Upload (Required)

Choose File No file chosen

Scan and Upload ALL Quotes Obtained for Purchases.

Important: A minimum of **three (3) quotes per item requested** is required for submission, approval, and review. Applications that do not include three quotes per item will be considered **incomplete**. All quotes must be scanned and uploaded as **a single document** for review.

Choose File No file chosen

Signature

I am aware that any omissions, falsification, misstatements, or misrepresentations in this application may disqualify me for this grant and, if funded, may be grounds for termination at a later date. I understand that any information I give may be investigated as allowed by law. I certify that to the best of my knowledge and belief all of the statements contained herein and, on any attachments, are true, correct, complete, and made in good faith.

Clear Signature

Additional Comments or Questions

Additional Attachment (Optional)

Choose File No file chosen

Additional Attachment (Optional)

Choose File No file chosen

Additional Attachment (Optional)

Choose File No file chosen

Additional Attachment (Optional)

Choose File No file chosen

Create Draft

Submit

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Bound Tree

Quotation

Quotation#: QUO-102912-S9C4R6 **Last Modified:** 8/6/2025 11:43 AM
Customer PO #:

Account Number: 150843SHIP002 **Bill To:** GADSDEN COUNTY EMS SHIP002 PO BOX 488 QUINCY, FL 32353-0488 Ship Method: Payment Terms:	**Ship To:** GADSDEN COUNTY EMS SHIP002 276 LASALLE LEFALL DR QUINCY, FL 32351-5324

Item	Description	UOM	QTY	List Price	Your Price	Ext. Price
2146-00000	McGRATH MAC handle 2.5 LCD Color Display	EA	7	$3,799.99	$1,322.12	$9,254.84

Quote Total: $9,254.84

Quote Expiration Date: 9/6/2025

Comments:

Jud Greene
Bound Tree |Account Manager
5000 Tuttle Crossing Blvd, Dublin OH 43016
Office Phone: (614) 760-5112 | Mobile Phone: 205-789-9854
Jud.Greene@BoundTree.com

Sales Tax will be applied to customers who are not exempt.

Shipping charges will be prepaid and added to the invoice unless otherwise stated.

Should there be any price increases, taxes, tariffs, duties, surcharges or other fees imposed by the government, manufacturer, and/or supplier on any product(s) included in this quote, Bound Tree Medical reserves the right to amend the pricing contained in the quote.

To place an order, visit our website at www.boundtree.com, log in, and add items to your shopping cart. Alternatively, you can call (800) 533-0523 or fax (800) 257-5713.

QUOTE

HENRY SCHEIN®

Bill To: 01223897 **Ship To:** 01223898

Gadsden Co Ems Gadsden Co Ems Po Box 488 Quincy, FL 323530488	Gadsden Co Ems Gadsden Co Ems 276 Lasalle Lefall Dr Quincy, FL 323515173	**Sent:** **Reference#:** QT20066262025101510533 5 **Note:**

Qty	Product	Description	UOM	Unit Price	Extended Price
7	1218135	Battery Pack 3.6v f/ McGrath Laryngoscope 250min Ea	EA	38.44	269.08
7	1407811	McGrath MAC Video Laryngoscope Handle Macintosh #1-4 and X3 LED Each	EA	1,403.56	9,824.92
1	1455295	Blade Laryngoscope McGrath MAC 1 10/Bx	BX	140.85	140.85
1	1455296	Blade Laryngoscope McGrath MAC 2 10/Bx	BX	140.84	140.84
7	7022499	McGrath VL Bag Red Red Ea	EA	41.08	287.56
10	7024253	McGRATH MAC Blade Size 3 Ea, 50 EA/PK	EA	10.88	108.80
10	7024254	McGRATH MAC Blade Size 4 Ea, 50 EA/PK	EA	10.88	108.80
7	7024257	McGRATH MAC X Blade Size 3 Ea	EA	32.01	224.07

Sub Total: 11,104.92

Valid for 30 days after which this pricing may expire. Pricing should be verified prior to order being placed.

Many Needs ... One Solution

Penn Care, Inc.
1317 North Road
Niles, OH 44446
(800) 392-7233
sales@penncare.net

Quote #151357

Bill To:
Gadsden County EMS
Attn: Dewayne Ford
276 Lasalle Leffall Dr.
Quincy, FL 32351

Ship To:
Gadsden County EMS
Attn: Dewayne Ford
276 Lasalle Leffall Dr.
Quincy, FL 32351

Quote #: 151357
Terms: Credit Card
Quote Date: 10/29/2025
Expiration Date: 11/28/2025

Code	Name	Price	Qty	Ext Price	Tax
01-617900	Video Laryngoscope, McGrath MAC Handle,	2,100.00	7	14,700.00	√

Tracking #

Subtotal	$14,700.00
Shipping	
Total	$14,700.00
Balance	$14,700.00

Quote Expires in 30 Days

Printed: 10/29/2025 at 3:12:24 PM

GADSDEN COUNTY
BOARD OF COUNTY COMMISSIONERS
Agenda Request

Date of Meeting:	December 2, 2025
Date Submitted:	November 19, 2025
To:	Honorable Chairperson and Members of the Board
From:	Reginald James, Interim County Administrator Sonya Burns, Housing Program Coordinator
Subject:	Approval and Signature for Special Assessment Liens State Housing Initiative Partnership Program **(SHIP)** - (Down Payment and Closing Cost Assistance Program)

Statement of Issue:
This agenda item seeks Board approval and signatures to execute the Special Assessment Lien(s) that were agreed upon by the Homeowner and the Community Development Administration State Housing Initiative Partnership (**SHIP)** Housing Down Payment and Closing Cost Assistance Program.

Background:
To protect the interest of the County, the state requires that a lien be placed on the homes that are going to be purchased with assistance from **SHIP** funds. The Special Assessment lien was signed and needs to be recorded once the homeowners have been awarded the Deferred Payment Loan to purchase their home. The loan is funded by the **SHIP** program through the State of Florida and does not require repayment. Repayment of the loan, when required, is based upon the pro-rated principal balance for the term of the loan that has not expired. The Owner and the Gadsden County Community Development Administration's Housing Program has agreed that the owner shall remain in the house for a full ten-year period at no annual rate of interest and once the ten-year period is completed that the lien would be forgiven and satisfied. The homeowners are required to pay the fees to have the lien recorded at the County Clerk of Courts office and the Gadsden County Community Development office will furnish them with a copy of the recorded document. The original will be kept in the Community Development Administration file.

Analysis:
As agreed, upon by the Owners and the Gadsden County Community Development Administration's **SHIP** Housing Program the owners shall remain in the house for a full ten-year period. After the lien has expired it will be forgiven and satisfied.

Fiscal Impact:
NONE

Options:
1. Approve and sign the homeowner lien(s) that is being or has been served by the **SHIP** Down Payment and Closing Cost Assistance Housing Programs and all other related documents.

2. Do not approve.

3. Board direction.

Interim County Administrator Recommendation:
Option 1

Attachments:
1. A. Ward – New Construction Lien

GADSDEN COUNTY
SPECIAL ASSESSMENT LIEN
FOR FIRST TIME HOMEBUYERS

THIS AGREEMENT, MADE THIS 13th of **November,** 2025 by and between **ANEEQUCKA T. WARD** whose address is **404 HIGH STREET, CHATTAHOOCHEE, FLORIDA 32324** hereinafter referred to as "Owner-Occupant" and Gadsden County Board of County Commissioners through its SHIP Housing Rehabilitation Program", hereinafter referred to as "**SHIP Program**", relates to the real property lying in Gadsden County, Florida described as follows:

Parcel Identification Number: 1-33-4N-6W-0070-00003-0032

LEGAL DESCRIPTON: Commencing at the Southeast corner of Lot No. 4 of Block No. 3, REVISED PLAT OF MORGAN'S FIRST ADDITION TO RIVER JUNCTION (now Chattahoochee), as recorded in Plat Book 1, Page 78, of the Public Records of Gadsden County, Florida, thence South 89 degrees 07 minutes West along the South boundary of Lot No. 4, 22.0 feet to the Point of Beginning; thence continue South 89 degrees 07 minutes West along the South boundary of Lot No. 4, 63.0 feet, thence North 0 degrees 44 minutes East along the East boundary of Coffey Street, 150.0 feet, thence North 89 degrees 07 minutes East 66.0 feet, thence South 0 degrees 44 minutes West 20.0 feet, thence South 02 degrees 03 minutes West 130.1 feet to the Point of Beginning. Being in Lot No. 3 and Lot No. 4 of Block No. 3, of the Revised Plat of Morgan's First Addition to River Junction (now Chattahoochee) as shown on the map or plat of records in the Public Records of Gadsden County, Florida.

WITNESSETH:

WHEREAS, the Owner-Occupant proposes to finance the cost of the down payment and closing costs on the above described property from the proceeds of a Deferred Payment Loan made, or to be made, available to Owner-Occupant by the First-time Homebuyer Program. The Loan is funded through the State of Florida Housing Finance Agency; and

WHEREAS, the applicant for a Deferred Payment Loan must be the Owner-Occupant of the structure or must be the Purchaser-Occupant under a validly executed and binding land sales contract for the above described real property; and

WHEREAS, as long as at least one of the Owner-Occupants who was awarded the Deferred Payment Loan under the SHIP Program remains the Owner-Occupant in the seven (7) year period from the date hereof, the Deferred Payment Loan does not require repayment.

NOW, THEREFORE, in consideration of the covenants and conditions contained herein and other good and valuable consideration, it is agreed as follows:

1. The principal amount of the Deferred Payment Loan shall not exceed TEN THOUSAND NO HUNDRED NO DOLLARS & 00/100 ($10,000. 00) and shall be based upon the final approved, construction contract price (less other funds supplied by the Owner Occupant, if any.)

2. The term of the Deferred Payment Loan for rehabilitating the above described shall be seven (7) years from the date hereof, at zero percent (0%) annual rate of interest.

3. The Deferred Payment Loan principal amount shall be forgiven in an equal amount each month during the Owner-Occupant's ownership and occupancy of the property for the seven (7) year term of the Loan. (Ten Percent (10%) of the principal is forgiven each year.) Repayment of the Loan, when required, shall be based upon the prorated principal balance for the unexpired term of the Loan.

4. The amount of the Loan as herein provided shall be a special assessment against the property as described herein, and this Agreement, shall constitute a LIEN ON SAID PROPERTY. Said lien shall be satisfied after the Owner-Occupant has completed the full seven (7) year term of this Agreement, or paid to Gadsden County the balance of the Deferred Payment Loan that may become due to the County as a result of the Owner-Occupant's default of the terms of the Agreement.

GADSDEN COUNTY
SPECIAL ASSESSMENT LIEN
FOR FIRST TIME HOMEBUYERS

5. The Owner-Occupant agrees to the following terms in the event of transfer of ownership, loss of residence at subject property, or death of the Owner-Occupant within seven (7) years from the date hereof:

Loss of ownership by sale, transfer or death, or non-occupancy by the Owner-Occupant, shall constitute a default and will cause the Deferred Payment Loan to become due and payable in a lump sum. However, the County Commission may allow repayment on an annual basis in accordance with the provisions of Paragraph 6 as hereinafter set forth.

It is further provided that, upon the death of the Owner-Occupant, the seven (7) year term of this Agreement may be continued and the requirements as herein established may be assumed by the Owner-Occupant's spouse and/or minor lineal descendants. "Minor" is defined as being under eighteen (18) years of age or being under twenty-two (22) years of age if a full-time student. **In order to assume this Agreement,** the spouse, must be residing in the home as described herein at the time of the Owner-Occupant's death, and the minor lineal descendants must move in the house, and make it their permanent residence, or already be residing in the house, upon the death of the Owner-Occupant and continue to reside there for the entire time this Agreement is in effect. In addition, the spouse and minor lineal descendants must acquire ownership of the property, and must continue Owner-Occupancy status for the remainder of the term of this Agreement. Otherwise, all requirements of this lien shall remain in full force and effect, including the provisions for a default at any time. **For purposes of this provision, the term "minor lineal descendants" shall include any grandchildren of the Owner-Occupant; and such grandchildren shall be entitled to continue this Agreement as long as they meet the age and residency requirements herein, and comply with all other provisions herein.**

6. Upon default, the special assessment levied hereby shall be payable in full to Gadsden County within thirty (30) days after such default occurs; provided, however, that the governing authority, the Gadsden Board of County Commissioners may, by resolution, provide for the payment of any lien in not more than ten (10) equal annual installments from the date of said resolution with interest thereon not exceeding six (6%) per annum, on the unpaid balance. Nevertheless, the Owner-Occupant of the property may pay the full amount of principal then remaining unpaid, plus accrued interest only, at any time. All unpaid sums, penalties and interest shall be and remain a lien on the above described real property in favor of Gadsden County and such lien shall have priority over all other liens and encumbrances whatsoever except any liens for state and local taxes due on the property, and any liens (including mortgages) recorded before the recording of this Agreement. <u>This special assessment lien will not be subordinated to any other mortgage insured by HUD/FHA under Title II of the National Housing Act of 1934 or its successors, except the original. If default occurs prior to expiration of this lien all remaining funds of the DPL shall become due and payable, this includes refinancing.</u>

If said lien shall be in default for a period of thirty (30) days, the Gadsden County may enforce the same by a suit in equity according to the provisions of the Florida Statues or other applicable law, and the Owner shall be responsible for all cost incurred in such proceedings, including a reasonable attorney's fee.

7. Failure of the (SHIP) Program to exercise such default options shall not constitute a waiver of such options on any subsequent occasions.

8. The Owner-Occupant agrees to maintain a hazard insurance policy on the property for the full replacement value of the rehabilitated unit. Said property insurance shall be maintained during the entire ten (10) year period which this lien is in effect, and shall list Gadsden County as a mortgagee in the loss-payment provisions thereof as its interest may appear.

9. If at time it is determined by Gadsden County that the Owner-Occupant qualified for and received SHIP Program funds under fraudulent pretenses or statements, or by any other means of misrepresentation, the full amount of the Deferred Payment Loan shall immediately become due and payable to Gadsden County by Owner-Occupant.

10. In the event it is determined by Gadsden County that the Owner-Occupant ceases to qualify for a Deferred Payment Loan of the Program at any time, this Agreement shall terminate immediately upon the Owner-Occupant being notified that Owner-Occupant does not qualify to receive the Deferred Payment Loan and shall constitute a default pursuant to paragraph 6.

GADSDEN COUNTY
SPECIAL ASSESSMENT LIEN
FOR FIRST TIME HOMEBUYERS

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year above first written.

Witness

Witness

Owner-Occupant, **ANEEQUCKA WARD**

Owner-Occupant,

STATE OF FLORIDA
County of Gadsden

Sworn to and subscribed before me, the undersigned authority, this 13TH day of **NOVEMBER**, 2025 personally appeared **ANEEQUCKA WARD** of **404 HIGH STREET, CHATTAHOOCHEE, FLORIDA 32324 who** acknowledged before me that he/she freely and voluntary executed this agreement for the purpose therein expressed.

Signature of Notary Public-State of Florida

MICHELLE THOMAS
Commission # HH 634625
Expires February 10, 2029

Print, Type or Stamp Name of Notary Public

[ ] Personally known to me, or
[X] Produced Identification: VALID FLORIDA DRIVERS LICENSE
Type of identification

This instrument prepared by: Sonya D. Burns, P. O. Box 1799, Quincy, FL 32353

Attest:

GADSDEN BOARD OF COUNTY COMMISSIONER
By:

CLERK OF THE CIRCUIT COURT

CHAIRMAN, BOARD OF COUNTY COMMISSION



Board of County Commissioners
Agenda Request

Date of Meeting: December 2, 2025

Date Submitted: November 19, 2025

To: Honorable Chairman and Members of the Board

From: Reginald James, Interim County Administrator
Sonya D. Burns, SHIP Housing Coordinator

Subject: Approval of Signatures for Special Assessment Liens and Contracts - State Housing Initiative Partnership (ER) Program (SHIP)

Statement of Issue:

This agenda item seeks Board approval and signatures for the Special Assessment Lien and Rehabilitation Contract that was agreed upon by the Homeowner, Contractor, and Community Development Administration's SHIP Housing Programs.

Background:

To protect the interest of the County, the State requires that a lien and contract be placed on the homes that are going to be rehabilitated with SHIP/ER funds or assisted with the purchase of a home. The Special Assessment Lien was signed and needs to be recorded once the homeowners have been awarded the Deferred Payment Loan to rehabilitate their home. The loan is funded by the State Housing Initiative Partnership SHIP Program through the State of Florida and does not require repayment. Repayment of the loan, when required, is based upon the prorated principal balance for the term of the loan that has not expired. The Owners and the Gadsden County Community Development Administration's Housing Rehabilitation Program have agreed that the owners shall remain in the house a full five-year period at no annual rate of interest and once the five-year period is completed the lien would be forgiven and satisfied. The homeowners are required to pay fees to have the lien recorded at the Gadsden County Clerk or Court's office and the Gadsden County Community Development Administration office will furnish them a copy of the recorded document and keep the original for our files.

Analysis:

As agreed, upon by the Owner and the Gadsden County Community Development Administrations SHIP/ER Rehabilitation Programs the owner **(See Exhibit A)** shall remain in the house for a full five-year, two-year, seven-year or ten-year period, after the lien has expired it will be forgiven and satisfied. The Rehab Contract is the agreement that has been made between the contractor and homeowner.

Fiscal Impact:
None

Options:

1. Approve and sign the homeowner's lien and contract that is being or have been served by the SHIP housing programs and all related documents.

2. Board Direction.

Interim County Administrator's Recommendation:

Option 1

Attachment(s):

1. Exhibit A
2. Lien
3. Contract

Exhibit A
Homeowners List

1. S. Polite – (2 yr. Lien Agreement) District 3

GADSDEN COUNTY
REHABILITATION AGREEMENT AND
SPECIAL ASSESSMENT LIEN

SHIP PROGRAM

THIS AGREEMENT, MADE THIS **7th day** of **November** 20**25** by and between **Sharon Polite** whose address is **175 Parker-Knight Road, Midway, Florida 32343,** hereinafter referred to as "Owner Occupant" and Gadsden County through its Housing Rehabilitation Program, hereinafter referred to as **"SHIP PROGRAM"**, relates to the real property lying in Gadsden County, Florida described as follows:

PARCEL IDENTIFICATION NUMBER: 4-16-2W-0000-00241-0700

Legal Description:

Description of lands:OR 564 P 657: COMM AT THE NWC OF NE1/4 OF SE1/4 OF NW1/4 OF SECTION 16- 1N-2W, RUN S00*16'15"W 364.09 FT; N89*37'35"E 213.44 FT TO BEGIN; S00*51'03"E 208.55 FT; S89*47'38"E 207.65 FT; N00*51' 03"W 212.52 FT; S88*12'05"W 91.28 FT; S89*49'33"W 116.36 FT TO POB

WHEREAS, The Owner-Occupant proposes to finance the cost of the rehabilitation work on the above described property from the proceeds of a Deferred Payment Loan made, or to be made, available to Owner-Occupant by the Housing Rehabilitation Program. The Loan is funded from the Gadsden County Housing Rehabilitation (**SHIP**) Program through the State of Florida; and

WHEREAS, the applicant for a Deferred Payment Loan must be the Owner-Occupant of the structure or must be the Purchaser-Occupant under a validly executed and binding land sales contract for the above described real property; and

WHEREAS, as long as at least one of the Owner-Occupants who was awarded the Deferred Payment Loan under the Housing Rehabilitation Program remains the Owner-Occupant in the two (2) year period from the date hereof, the Deferred Payment Loan does not require repayment.

NOW, THEREFORE, in consideration of the covenants and conditions contained herein and other good and valuable consideration, it is agreed as follows: **Twelve Thousands Seven Hundred and Fifty Dollars 00/100 ($12,750.00)** and shall be based upon the final approved construction contract price (less other funds supplied by the Owner Occupant, if any.

2. The term of the Deferred Payment Loan for rehabilitating the above described shall be two (2) years from the date hereof, at zero percent (0%) annual rate of interest.

3. The Deferred Payment Loan principal amount shall be forgiven in an equal amount each month during the Owner-Occupant's ownership and occupancy of the property for the two (2) year term of the Loan. Fifty Percent (50%) of the principal is forgiven each year.) Repayment of the Loan, when required, shall be based upon the prorated principal balance for the unexpired term of the Loan.

4. The amount of the Loan as herein provided shall be a special assessment against the property as described herein, and this Agreement, shall constitute a LIEN ON SAID PROPERTY. Said lien shall be satisfied after the Owner-Occupant has completed the full two (2) year term of this Agreement, or paid to Gadsden County the balance of the Deferred Payment Loan that may become due to the County as a result of the Owner-Occupant's default of the terms of the Agreement.

5. The Owner-Occupant agrees to the following terms in the event of transfer of ownership, loss of residence at subject property, or death of the Owner-Occupant within two (2) years from the date hereof:

Loss of ownership by sale, transfer or death, or non-occupancy by the Owner-Occupant, shall constitute a default and will cause the Deferred Payment Loan to become due and payable in a lump sum. However, the County Commission may allow repayment on an annual basis in accordance with the provisions of Paragraph 6 as hereinafter set forth.
It is further provided that, upon the death of the Owner-Occupant, the two (2) year term of this

Agreement may be continued and the requirements as herein established may be assumed by the Owner-Occupant's spouse and/or minor lineal descendants. "Minor" is defined as being under eighteen (18) years of age or being under twenty-two (22) years of age if a full-time student. **In order to assume this Agreement.** The spouse, must be residing in the home as described herein at the time of the Owner-Occupant's death, and the minor lineal descendants must move in the house, and make it their permanent residence, or already be residing in the house, upon the death of the Owner-Occupant and continue to reside there for the entire time this Agreement is in effect. In addition, the spouse and minor lineal descendants must acquire ownership of the property, and must continue Owner-Occupancy status for the remainder of the term of this Agreement. Otherwise, all requirements of this lien shall remain in full force and effect, including the provisions for a default at any time. **For purposes of this provision, the term "minor lineal descendants" shall include any grandchildren of the Owner-Occupant; and such grandchildren shall be entitled to continue this Agreement as long as they meet the age and residency requirements herein, and comply with all other provisions herein.**

6. Upon default, the special assessment levied hereby shall be payable in full to Gadsden County within thirty (30) days after such default occurs; provided, however, that the governing authority, the Gadsden Board of County Commissioners may, by resolution, provide for the payment of any lien in not more than ten (10) equal annual installments from the date of said resolution with interest thereon not exceeding six (6%) per annum, on the unpaid balance. Nevertheless, the Owner-Occupant of the property may pay the full amount of principal then remaining unpaid, plus accrued interest only, at any time. All unpaid sums, penalties and interest shall be and remain a lien on the above described real property in favor of Gadsden County and such lien shall have priority over all other liens and encumbrances whatsoever except any liens for state and local taxes due on the property, and any liens (including mortgages) recorded before the recording of this Agreement. **This special assessment lien will not be subordinated to any other mortgage insured by HUD/FHA under Title II of the National Housing Act of 1934 or its successors, except the original. If default occurs prior to expiration of this lien all remaining funds of the DPL shall become due and payable, this includes refinancing.**

If said lien shall be in default for a period of thirty (30) days, the Gadsden County may enforce the same by a suit in equity according to the provisions of the Florida Statues or other applicable law, and the Owner shall be responsible for all cost incurred in such proceedings, including a reasonable attorney's fee.

7. Failure of the Housing Rehabilitation Program to exercise such default options shall not constitute a waiver of such options on any subsequent occasions.

8. The Owner-Occupant agrees to maintain a hazard insurance policy on the property for the full replacement value of the rehabilitated unit. Said property insurance shall be maintained during the entire two (2) year period which this lien is in effect, and shall list Gadsden County as a mortgagee in the loss-payment provisions thereof as its interest may appear.

9. If at time it is determined by Gadsden County that the Owner-Occupant qualified for and received SHIP Housing Rehabilitation funds under fraudulent pretenses or statements, or by any other means of misrepresentation, the full amount of the Deferred Payment Loan shall immediately become due and payable to Gadsden County by Owner-Occupant.

10. In the event it is determined by Gadsden County that the Owner-Occupant ceases to qualify for a Deferred Payment Loan of the SHIP Housing Rehabilitation Program at any time, this Agreement shall terminate immediately upon the Owner-Occupant being notified that Owner-Occupant does not qualify to receive the Deferred Payment Loan and shall constitute a default pursuant to paragraph 6.

GADSDEN COUNTY
REHABILITATION AGREEMENT AND
SPECIAL ASSESSMENT LIEN

SHIP PROGRAM

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year above first written.

Witness
Address: 9 East Jefferson Street
Quincy FL 32351

Witness Michelle Thomas
Address: 9 East Jefferson St
Quincy, FL 32351

Witness
Address:

Witness
Address:

Sharon Polite

Owner-Occupant, **Sharon Polite**

Owner-Occupant,

STATE OF FLORIDA
County of GADSDEN

Sworn to and subscribed before me, the undersigned authority, and this 3rd day of February **2025,** personally appeared **Sharon Polite , 175 Knight –Parker Road, Midway, FL, 32343** this agreement for the purpose therein expressed.

Signature of Notary Public State of Florida

Print, Type or Stamp Name of Notary Public

Amanda Palm-Marshall
Comm.: HH 353249
Expires: January 24, 2027
Notary Public - State of Florida

[ ] Personally known to me, or
[X] Produced Identification: VALID FLORIDA IDENTIFICATION CARD
Type of identification

This instrument prepared by: Sonya D, Burns, P. O. Box 1799, Quincy, FL 32353

Attest:

GADSDEN BOARD OF COUNTY COMMISSIONER
By:

CLERK OF THE CIRCUIT COURT

CHAIRMAN, BOARD OF COUNTY COMMISSIONER



Gadsden County
Housing Rehabilitation Program
Contract for Rehabilitation Work

THIS CONTRACT, entered into this **3rd** day of **February,** 2025, by and between **Sharon Polite** of **175 Parker-Knight Road., Midway, FL. 32343**, hereinafter called **the "Owner,** "and **Kamryn Construction LLC, 32321,433 Canopy Lane, Quincy, FL 32351** hereinafter called the **"Contractor,** "and as approved by the Gadsden County Board of County Commissioners through its designee, The Gadsden County's SHIP Housing Rehabilitation Program, Hereinafter called **"Agency."**

WITNESSETH:

WHEREAS, the Owner proposes to finance in whole or in part the cost of the rehabilitation work provided for in this Contract from the proceeds of rehabilitation monies made or to be made to the Owner through the United States of America pursuant to Title I of the Housing and Community Development Act of 1974, and applicable regulations of the Agency (and from other funds available to the Owner to finance the cost of such rehabilitation work has been approved by the Agency, and the owner desires to engage the Contractor to perform such rehabilitation work in accordance with the provisions of this Contract and applicable requirements of the Agency,

NOW, THEREFORE, for the considerations stated herein, the Owner and the Contractor do hereby mutually agree as follows:

GENERAL CONDITIONS

Section 1. **Property to be Rehabilitated**

The property to be rehabilitated pursuant to this Contract is located at **175 Parker-Knight, Midway, FL. 32343** County of Gadsden, State of Florida, and is more particularly described as follows:

PARCEL IDENTIFICATION NUMBER: 4-16-2W-0000-00241-0700

Legal Description:

Description of lands:OR 564 P 657: COMM AT THE NWC OF NE1/4 OF SE1/4 OF NW1/4 OF SECTION 16- 1N-2W, RUN S00*16'15"W 364.09 FT; N89*37'35"E 213.44 FT TO BEGIN; S00*51'03"E 208.55 FT; S89*47'38"E 207.65 FT; N00*51' 03"W 212.52 FT; S88*12'05"W 91.28 FT; S89*49'33"W 116.36 FT TO POB

The Contractor shall not discriminate on the basis of race, color, religion, sex or national origin. He/she further agrees that (except where he/she has obtained identical certification from proposed subcontractors for specific time periods) he/she will obtain identical certification from proposed sub-contractors prior to the award of subcontractors exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity Clause; that he/she will retain such certifications in his/her files; and that he/she will forward the following notice to such proposed subcontractors (except where proposed subcontractors have submitted identical certifications for specific time periods).

*Parking lots, drinking foundations, recreation or entertainment areas.

ADDITIONAL CONTRACT PROVISIONS

If this Contract includes additional provisions not included in the General Conditions of Federal Provisions, such additional execution by the Contractor and the owner. If no additional provisions are to be included in this Contract, this Contract shall so state so by having the work **"NONE"** written or typed on the following line.

"None"

IN WITNESS WHEREOF, the Contractor has executed this Contract as of the **4TH day** of **November**, **2025** and the Owner has executed this Contract as of the date above first written.

WITNESSES:

98 E. East Jefferson Street Quincy FL 32351

Michelle Thomas

Contractor, **Kerwyn Jones-Wilson**
Jones Construction & Design

CGC1328746

License Number

WITNESSES:

98 E Jefferson Street Quincy FL 32351

Michelle Thomas

Owner, **Sharon Polite**

WITNESSES:

Owner,

As approved by the Gadsden County's Housing Rehabilitation Program

By: Sonya Burns

Title: Housing Administrator

Attest:

CLERK OF THE CIRCUIT COURT

GADSDEN BOARD OF COUNTY COMMISSIONERS
BY:

CHAIRMAN, BCC

NOTE: TO HOMEOWNER(S)'THIS IS TO REMIND YOU THAT REHABILITATION UNDER THE SHIP PROGRAM IS MINOR TO MODERATE REPAIRS ONLY.

Section 2. **Contract Documents**

The Contract documents which comprise this contract for Rehabilitation Work consist of this Contract, as executed on behalf of the owner and the contractor, and the following additional documents, each of which has been attached to this Contract prior to its execution by the Owner and the Contractor and each of which is hereby incorporated in this Contract by reference: (a) the work write-up and Contractor's bid proposal, signed and dated on behalf of the Contractor as of the **4th of November 2025,** and accepted by the Owner as of the **4th** of **November 2025,** and (b) the Standard Rehabilitation Specifications, including the plan Drawings (if any), for the rehabilitation work to be performed by the Contractor pursuant to this Contract. The Contractor shall perform the4rehabilitation work provided for in this Contract in strict conformance with the Contract Documents that comprise this Contract. Change orders or other authorized documents pertaining to the work and issued after the execution of this Contract shall also become Contract Documents.

The Contractor shall maintain at the site one copy of all drawings, general specifications and work write-up, addenda, approved shop drawings, change orders, and other modifications in good order and marked to record all changes made during construction. These shall be available to the Owner and Agency upon request.

Section 3. **Occupancy Provision**

The premises are to be ___occupied/ x___ vacant for 90 days during the course of the rehabilitation work.

Section 4. **Contract Price**

Upon satisfactory completion of the rehabilitation work provided for in this Contract, the Contractor shall be paid the amount of **Twelve Thousand Seven Hundred Fifty Dollars and 00/100 ($12,750.00)** hereinafter called the "Contract Price", which shall constitute full and complete compensation for the Contractor's performance of the rehabilitation work provided for in this Contract, except as otherwise provided in Section 21 of this Contract.

Section 5. **Time of Performance**

The contractor shall commence the rehabilitation work provided for in this Contract within ten (10) days from the date of the Owner's issuance of the Order to Proceed referred to in Section 8 of this Contract, unless a delay is approved in writing by the Agency Director or designee. The Contractor shall satisfactorily complete such work within **90** days after issuance of the said Order to Proceed. Said completion period may be extended upon written approval by the Agency Director or designee, in conjunctions with an approved Change Order, or as a result of acts of God or other extenuating circumstances beyond the Contractor's fault or control. However, time is the essence of this Contract, and extensions shall be limited to unforeseeable circumstances.

The Contractor shall be responsible for scheduling the rehabilitation work, and for coordinating the operations of all trades, subcontractors, and suppliers engaged by the Contractor in connection with the work, in such manner as to assure the expeditious completion of work.

Board of County Commissioners
Agenda Request

Date of Meeting: December 2, 2025

Date Submitted: November 19, 2025

To: Honorable Chairperson and Members of the Board

From: Reginald James, Interim County Administrator
Sonya D. Burns, Housing Coordinator

Subject: Approval and Signature(s) for Satisfaction of Special Assessment Lien

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Statement of Issue:

This agenda item seeks Board approval and signatures to satisfy the Special Assessment Lien between the Gadsden County SHIP Housing Homebuyer Program and Homeowner.

Background:

The loan is funded by the State Housing Initiative Partnership (SHIP) Program through the State of Florida or the Gadsden County Board of County Commissioners and does not require repayment. Repayment of the loan, when required, is based upon the prorated principal balance for the term of the loan that has not expired. The Owner and the Gadsden County Community Development SHIP Housing Programs has agreed that the owner shall remain in the house for a full (10) ten-year period or (5) five-year period or (2) two- year period at no annual rate of interest and once the (10) ten-year period or (5) year-period is completed, the lien would be forgiven and satisfied. The homeowner(s) are required to pay the fees to have the lien recorded and the Clerk of Courts office and the Community Development office will provide them with a copy of the recorded document and keep the original in homeowner's file.

Analysis:

As agreed, upon by the Owner(s) and the Gadsden County Community Development Housing Rehabilitation Program, the owner has fully completed the (10) 10-year, (5) five-year or (2) two-year period the lien is due to be forgiven and satisfied.

Fiscal Impact:

None

Options:

1. Approve and authorize the Chairperson to sign the Lien Satisfaction for the homeowner(s) that was serviced under the Gadsden County SHIP Homebuyer Program.
2. Do not approve.
3. Board direction.

County Administrator's Recommendation:

Option 1

Attachment(s):

Satisfaction of Housing Rehabilitation Liens
Exhibit A

Exhibit A

1. A. Carroll – District 2

SATISFACTION OF HOUSING AGREEMENT

THE GADSDEN COUNTY BOARD OF COUNTY COMMISSIONERS, QUINCY, FLORIDA, the holder of that certain Housing Agreement and Special Assessment Lien dated: November 18, 2007 by and between APRIL CARROLL, 219 Tillman Road, Quincy, Florida 32352 as the Owner-Occupant, and the said **GADSDEN COUNTY BOARD OF COUNTY COMMISSIONERS, QUINCY, FLORIDA,** by through and as its **HOUSING PROGRAM,** which said lien is recorded in Official Records Book: O.R. Book 860 at Page 185, of the public records of Gadsden County, Florida do hereby on this 19th day of NOVEMBER, 2025, acknowledge full payment of said lien and authorize Clerk to cancel the same record.

GADSDEN COUNTY BOARD OF COUNTY COMMISSIONERS, GADSDEN COUNTY, FL

_____

Chairman, Board of County Commission
Gadsden County, Florida

ATTEST:

_____

Clerk of Gadsden County and Auditor of the Board of County Commissioners

STATE OF FLORIDA
COUNTY OF GADSDEN

The foregoing instrument was acknowledged before me this 2nd day of December A.D. 2025, Eric F. Hinson and Nicholas Thomas, the Chairman and Clerk of Courts respectively, of Gadsden County, Florida

_____

Notary Public

GADSDEN COUNTY NICHOLAS THOMAS
Instrument: 190002713 Recorded: 03/28/2019 8:49 AM

OFFICIAL RECORDS: 1 of 3
Book: 860 Page: 185

Recording Fee: $27.00

GADSDEN COUNTY
REHABILITATION AGREEMENT AND
SPECIAL ASSESSMENT LIEN

THIS AGREEMENT, MADE THIS **26TH day** November, 20 **18 by** and between April Carroll whose address is 219 Tillman Road, Quincy, Florida 32352, **hereinafter** referred to as "Owner-Occupant" and Gadsden County through its Housing Rehabilitation Program", hereinafter referred to as "SHIP Housing Rehabilitation Program", relates to the real property lying in Gadsden County, Florida described as follows:

PARCEL IDENTIFICATION NUMBER: 2303N3W0000001320400

Legal Description: 219 TILLMAN RD QUINCY 30-3N-3W 0100/ OR 799 P 1537 OR 229 P 460 COMM AT THE NWC OF SW1/4 OF NE1/4, RUN S 185 FT TO POB. EAST 100 FT, RUN S 200 FT MORE OR LESS TO N SIDE OF A GRADED RD, THENCE W/LY ALONG N SIDE OF RD 100 FT TO See Tax Roll for Extra Legal.

WITNESSETH:

WHEREAS, The Owner-Occupant proposes to finance the cost of the rehabilitation work on the above described property from the proceeds of a Deferred Payment Loan made, or to be made, available to Owner-Occupant by the Housing Rehabilitation Program. The Loan is funded from the Gadsden County Housing Rehabilitation **(SHIP)** Program through the State of Florida; and

WHEREAS, the applicant for a Deferred Payment Loan must be the Owner-Occupant of the structure or must be the Purchaser-Occupant under a validly executed and binding land sales contract for the above described real property; and

WHEREAS, as long as at least one of the Owner-Occupants who was awarded the Deferred Payment Loan under the Housing Rehabilitation Program remains the Owner-Occupant in the five (5) year period from the date hereof, the Deferred Payment Loan does not require repayment.

NOW, THEREFORE, In consideration of the covenants and conditions contained herein and other good and valuable consideration, it is agreed as follows:

1. The principal amount of the Deferred Payment Loan shall not exceed **SIXTY-EIGHT THOUSAND THREE HUNDERED FIFTHTEEN DOLLARS & 00/100 DOLLARS ($68,315.00)** and shall be based upon the final approved, construction contract price (less other funds supplied by the Owner Occupant, if any.)

2. The term of the Deferred Payment Loan for rehabilitating the above described shall be five (5) years from the date hereof, at zero percent (0%) annual rate of interest.

3. The Deferred Payment Loan principal amount shall be forgiven in an equal amount each month during the Owner-Occupant's ownership and occupancy of the property for the five (5) year term of the Loan. Twenty Percent (20%) of the principal is forgiven each year.) Repayment of the Loan, when required, shall be based upon the prorated principal balance for the unexpired term of the Loan.

4. The amount of the Loan as herein provided shall be a special assessment against the property as described herein, and this Agreement, shall constitute a LIEN ON SAID PROPERTY. Said lien shall be satisfied after the Owner-Occupant has completed the full five (5) year term of this Agreement, or paid to Gadsden County the balance of the Deferred Payment Loan that may become due to the County as a result of the Owner-Occupant's default of the terms of the Agreement.

5. The Owner-Occupant agrees to the following terms in the event of transfer of ownership, loss of residence at subject property, or death of the Owner-Occupant within five (5) years from the date hereof:

GADSDEN COUNTY
REHABILITATION AGREEMENT AND
SPECIAL ASSESSMENT LIEN

Loss of ownership by sale, transfer or death, or non-occupancy by the Owner-Occupant, shall constitute a default and will cause the Deferred Payment Loan to become due and payable in a lump sum. However, the County Commission may allow repayment on an annual basis in accordance with the provisions of Paragraph 6 as hereinafter set forth.

It is further provided that, upon the death of the Owner-Occupant, the five (5) year term of this Agreement may be continued and the requirements as herein established may be assumed by the Owner-Occupant's spouse and/or minor lineal descendants. "Minor" is defined as being under eighteen (18) years of age or being under twenty-two (22) years of age if a full-time student. **In order to assume this Agreement.** The spouse, must be residing in the home as described herein at the time of the Owner-Occupant's death, and the minor lineal descendants must move in the house, and make it their permanent residence, or already be residing in the house, upon the death of the Owner-Occupant and continue to reside there for the entire time this Agreement is in effect. In addition, the spouse and minor lineal descendants must acquire ownership of the property, and must continue Owner-Occupancy status for the remainder of the term of this Agreement. Otherwise, all requirements of this lien shall remain in full force and effect, including the provisions for a default at any time. **For purposes of this provision, the term "minor lineal descendants" shall include any grandchildren of the Owner-Occupant; and such grandchildren shall be entitled to continue this Agreement as long as they meet the age and residency requirements herein, and comply with all other provisions herein.**

6. Upon default, the special assessment levied hereby shall be payable in full to Gadsden County within thirty (30) days after such default occurs; provided, however, that the governing authority, the Gadsden Board of County Commissioners may, by resolution, provide for the payment of any lien in not more than ten (10) equal annual installments from the date of said resolution with interest thereon not exceeding six (6%) per annum, on the unpaid balance. Nevertheless, the Owner-Occupant of the property may pay the full amount of principal then remaining unpaid, plus accrued interest only, at any time. All unpaid sums, penalties and interest shall be and remain a lien on the above described real property in favor of Gadsden County and such lien shall have priority over all other liens and encumbrances whatsoever except any liens for state and local taxes due on the property, and any liens (including mortgages) recorded before the recording of this Agreement. **This special assessment lien will not be subordinated to any other mortgage insured by HUD/FHA under Title II of the National Housing Act of 1934 or its successors, except the original. If default occurs prior to expiration of this lien all remaining funds of the DPL shall become due and payable, this includes refinancing.**

If said lien shall be in default for a period of thirty (30) days, the Gadsden County may enforce the same by a suit in equity according to the provisions of the Florida Statues or other applicable law, and the Owner shall be responsible for all cost incurred in such proceedings, including a reasonable attorney's fee.

7. Failure of the Housing Rehabilitation Program to exercise such default options shall not constitute a waiver of such options on any subsequent occasions.

8. The Owner-Occupant agrees to maintain a hazard insurance policy on the property for the full replacement value of the rehabilitated unit. Said property insurance shall be maintained during the entire five (5) year period which this lien is in effect, and shall list Gadsden County as a mortgagee in the loss-payment provisions thereof as its interest may appear.

9. If at time it is determined by Gadsden County that the Owner-Occupant qualified for and received SHIP Housing Rehabilitation funds under fraudulent pretenses or statements, or by any other means of misrepresentation, the full amount of the Deferred Payment Loan shall immediately become due and payable to Gadsden County by Owner-Occupant.

GADSDEN COUNTY
REHABILITATION AGREEMENT AND
SPECIAL ASSESSMENT LIEN

10. In the event it is determined by Gadsden County that the Owner-Occupant ceases to qualify for a Deferred Payment Loan of the SHIP Housing Rehabilitation Program at any time, this Agreement shall terminate immediately upon the Owner-Occupant being notified that Owner-Occupant does not qualify to receive the Deferred Payment Loan and shall constitute a default pursuant to paragraph 6.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year above first written.

Witness Sonya D. Burns

Witness Jerunda Robinson

Owner-Occupant, APRIL CARROLL

Owner-Occupant,

STATE OF FLORIDA
County of GADSDEN

Sworn to and subscribed before me, the undersigned authority, this 26TH of NOVEMBER, 2018, personally appeared APRIL CARROLL of 219 TILLMAN ROAD, QUINCY, FLORIDA 32352, who acknowledged before me that he/she freely and voluntary executed this agreement for the purpose therein expressed.

SONYA D. BURNS MY COMMISSION EXPIRES MAY 20, 2019 NOTARY PUBLIC, STATE OF FLORIDA

Signature of Notary Public State of Florida

Sonya D. Burns

Print, Type or Stamp Name of Notary Public

[ ] Personally known to me, or
[X] Produced Identification: VALID FLORIDA IDENTIFICATION CARD
Type of identification

This instrument prepared by: Sonya D, Burns, P. O. Box 1799, Quincy, FL 32353

Attest:

NICHOLAS THOMAS GADSDEN COUNTY CLERK OF CIRCUIT COURT

CLERK OF THE CIRCUIT COURT

GADSDEN BOARD OF COUNTY COMMISSIONER
By:

CHAIRMAN, BOARD OF COUNTY COMMISSIONER

Board of County Commissioners
Agenda Request

Date of Meeting: December 2, 2025

Date Submitted: November 20, 2025

To: Honorable Chairman and Members of the Board

From: Reginald James, Interim County Administrator
Trudei Porter, Finance Director

Subject: Approval of Resolution 2025-059 and Budget Amendments for FY25

Statement of Issue:

This agenda item seeks Board approval of Resolution 2025-059 and authorization for the Interim County Administrator and Finance Director to complete and execute all budget amendments necessary to maintain a balance budget for Fiscal Year 2025 for the Board of County Commissioners.

Background:

Florida Statute 129.01 (2) (b) requires that the County's budget be balanced. Additionally, Florida Statute 129.06 (2) permits the board to amend the current fiscal year's budget. (2)(d) allows the budget to be amended due to receipt of a nature from a source not anticipated in the budget and received for a particular purpose, including but not limited to grants, donations, gifts, or reimbursement for damages, may, by resolution spread on its minutes, be appropriated and expended for that purpose. The resolution may amend the budget to transfer funds to properly account for unanticipated revenue.

Analysis:

The attached budget amendments are to balance all budgets for various funds and projects.

Fiscal Impact:

No fiscal impact.

Options:

1. Approve Resolution 2025-059, along with the attached Budget Amendments and authorize the Interim County Administrator and Finance Director to complete and execute all of the attached amendments.

2. Do not approve.
3. Board direction.

Interim County Administrator Recommendation

1. Option 1

Attachments:

- Resolution #2025-059
- Narrative
- Budget Amendments

AMENDMENT NARRATIVES

Budget Amendment #2025-095 - FUND 139 – Adjust Tax Collector's Expenses to balance

Budget Amendment #2025-096 - FUND 001 – Setup Enterprise Lease – increase $142,080.86

Budget Amendment #2025-097 - FUND 112 – Setup Enterprise Lease – increase $197,616.94

Budget Amendment #2025-098 - FUND 199 – FEMA Federal Disaster – Setup budget

Budget Amendment #2025-099 - FUND 101 – Dori Slosberg 318.1215 – Setup Budget

Budget Amendment #2025-100 - FUND 152 – Fines-County Drug Abuse – Setup Budget

Budget Amendment #2025-101 - FUND 166 – Opioid Settlement – Setup Budget

Budget Amendment #2025-102 - FUND 301 – Capital Projects – General – Setup Budget

Budget Amendment #2025-103 - FUND 313 – Capital Projects – Public Works – Setup Budget

Budget Amendment #2025-104 – FUND 112 – Public Works – Adjust budget (Revenue & Expenditures) to balance

RESOLUTION NO. 2025 - 059

WHEREAS, the Board of County Commissioners of Gadsden County, Florida, approved the Fiscal Year 2024-2025 Budget; and,

WHEREAS, the Board of County Commissioners, pursuant to Chapter 129, Florida Statutes, desires to amend the budget.

NOW, THEREFORE, BE IT RESOLVED, that the Board of County Commissioners of Gadsden County, Florida, hereby amends the budget as reflected on Budget Amendments attached hereto.

Adopted this _____ day of _____, 2025.

Board of County Commissioners
Gadsden County, Florida

_____
Chairperson

Attest: Nicholas Thomas, Clerk

By:_____

BA# **2025-095**

Gadsden County BOCC Budget Amendment Form

Date: 11/18/2025
Fiscal Year: 2024-2025
Department: 1320/FUND 139
Agenda Item: Adjust Budget

Intra-departmental
BOCC Motion
BOCC Resolution
BOCC Public Hearing

Revenue

Fund	Dept.	Account	Account Description	Beginning Bud.	+/- $	Ending Bud.
139		381-1000	TRANSFER FROM GENERAL FUND	319,858.48	-	319,858.48
139		386-7001	TRANSFER FROM TAX COLLECTOR	252,331.78	187,641.00	439,972.78

#1 Subtotal	**572,190.26**	**187,641.00**	**759,831.26**

Expenditure

Fund	Dept.	Account	Account Description	Beginning Bud.	+/- $	Ending Bud.
139	1320	51100	EXECUTIVE SALARIES	119,714.74	-	119,714.74
139	1320	51200	REGULAR SALARIES	287,400.00	93,071.44	380,471.44
139	1320	52100	FICA	20,953.00	16,212.52	37,165.52
139	1320	52200	RETIREMENT CONTRIBUTIONS	39,173.00	81,956.06	121,129.06
139	1320	52300	HEALTH INSURANCE	93,194.96	(8,680.40)	84,514.56
139	1320	52310	LIFE INSURANCE	909.13	(631.86)	277.27
139	1320	52400	WORKER'S COMP	4,400.00	(1,303.24)	3,096.76
139	1320	52500	UNEMPLOYMENT COMPENSATION	-	123.75	123.75
139	1320	54300	UTILITY SERVICES	6,445.43	(778.96)	5,666.47
139	1320	54600	REPAIR & MAINTENANCE	-	1,363.64	1,363.64
139	1320	54900	OTHER CURRENT CHARGES	-	6,058.09	6,058.09
139	1320	55200	OPERATING SUPPLIES	-	249.96	249.96

#2 Subtotal	**572,190.26**	**187,641.00**	**759,831.26**

#3 Balancing (Subtotal Line #1 *Less* Subtotal Line 2) -

Notes

Approved By:
Budget Director _____
County Manager _____

Posting
Finance Director _____
Date _____

SELECTION CRITERIA: orgn.fund='139'
ACCOUNTING PERIOD: 13/25

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL,ACCOUNT
TOTALED ON: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL
PAGE BREAKS ON: FUND

FUND-139 TAX COLLECTOR 1ST SUBTOTAL-380000 OTHER SOURCES
FUNCTION-510 GENERAL GOVERNMENT SVCES
ACTIVITY- TITLE NOT FOUND
DEPT TOTAL- TITLE NOT FOUND

ACCOUNT - - - - - TITLE - - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
3811000 TRANSFER FROM GENERAL FN	319,858.48	.00	.00	319,858.48	.00	100.00
3867001 TRANSFER FROM TAX COLLEC	252,331.78	38,731.99	.00	439,972.78	-187,641.00	174.36
TOTAL OTHER SOURCES	572,190.26	38,731.99	.00	759,831.26	-187,641.00	132.79
TOTAL TITLE NOT FOUND	572,190.26	38,731.99	.00	759,831.26	-187,641.00	132.79
TOTAL TITLE NOT FOUND	572,190.26	38,731.99	.00	759,831.26	-187,641.00	132.79
TOTAL GENERAL GOVERNMENT SVCE	572,190.26	38,731.99	.00	759,831.26	-187,641.00	132.79
TOTAL TAX COLLECTOR	572,190.26	38,731.99	.00	759,831.26	-187,641.00	132.79
TOTAL REPORT	572,190.26	38,731.99	.00	759,831.26	-187,641.00	132.79

SELECTION CRITERIA: orgn.fund='139'
ACCOUNTING PERIOD: 13/25

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL,ACCOUNT
TOTALED ON: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL
PAGE BREAKS ON: FUND

FUND-139 TAX COLLECTOR
FUNCTION-510 GENERAL GOVERNMENT SVCES
ACTIVITY-519 OTHER GENERAL GOVT SVCES
DEPT TOTAL-1320 TAX COLLECTOR
1ST SUBTOTAL-51000 PERSONAL SERVICES

ACCOUNT	- - - - - TITLE - - - - -	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
51100	EXECUTIVE SALARIES	119,714.75	6,725.50	.00	119,714.74	.01	100.00
51200	REGULAR SALARIES & WAGES	287,400.00	22,726.84	.00	380,471.44	-93,071.44	132.38
52100	FICA TAXES	20,953.00	2,147.71	.00	37,165.52	-16,212.52	177.38
52200	RETIREMENT CONTRIBUTIONS	39,173.00	7,121.98	.00	121,129.06	-81,956.06	309.22
52300	HEALTH INSURANCE	93,194.96	.00	.00	84,514.56	8,680.40	90.69
52310	LIFE INSURANCE	909.13	.00	.00	277.27	631.86	30.50
52400	WORKER'S COMPENSATION	4,400.00	.00	.00	3,096.76	1,303.24	70.38
52500	UNEMPLOYMENT COMPENSATIO	.00	.00	.00	123.75	-123.75	.00
	TOTAL PERSONAL SERVICES	565,744.84	38,722.03	.00	746,493.10	-180,748.26	131.95
	1ST SUBTOTAL-53000 OPERATING EXPENSES						
54300	UTILITY SERVICES	6,445.43	.00	.00	5,666.47	778.96	87.91
54600	REPAIR & MAINTENANCE	.00	.00	.00	1,363.64	-1,363.64	.00
54900	OTHER CURRENT CHGS & OBL	.00	.00	.00	6,058.09	-6,058.09	.00
55200	OPERATING SUPPLIES	.00	9.96	.00	249.96	-249.96	.00
	TOTAL OPERATING EXPENSES	6,445.43	9.96	.00	13,338.16	-6,892.73	206.94
	TOTAL TAX COLLECTOR	572,190.27	38,731.99	.00	759,831.26	-187,640.99	132.79
	TOTAL OTHER GENERAL GOVT SVCE	572,190.27	38,731.99	.00	759,831.26	-187,640.99	132.79
	TOTAL GENERAL GOVERNMENT SVCE	572,190.27	38,731.99	.00	759,831.26	-187,640.99	132.79
	TOTAL TAX COLLECTOR	572,190.27	38,731.99	.00	759,831.26	-187,640.99	132.79
	TOTAL REPORT	572,190.27	38,731.99	.00	759,831.26	-187,640.99	132.79

BA# **2025-096**

Gadsden County BOCC Budget Amendment Form

Date: 11/19/2025
Fiscal Year: 2024-2025
Department:
Agenda Item:

Intra-departmental
BOCC Motion
BOCC Resolution
BOCC Public Hearing

Revenue

Fund	Dept.	Account	Account Description	Beginning Bud.	+/- $	Ending Bud.
001		383-0001	OTHER FUNDING SOURCES	-	142,080.86	142,080.86
#1 Subtotal				**-**	**142,080.86**	**142,080.86**

Expenditure

Fund	Dept.	Account	Account Description	Beginning Bud.	+/- $	Ending Bud.
001	0238	56400	MACHINERY & EQUIPMENT	-	142,080.86	142,080.86
#2 Subtotal				**-**	**142,080.86**	**142,080.86**

#3 Balancing (Subtotal Line #1 Less Subtotal Line 2) -

Notes

Approved By:
Budget Director
County Manager

Posting
Finance Director
Date

SELECTION CRITERIA: orgn.fund='001'
ACCOUNTING PERIOD: 13/25

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL,ACCOUNT
TOTALED ON: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL
PAGE BREAKS ON: FUND

FUND-001 GENERAL FUND 1ST SUBTOTAL-360000 MISCELLANEOUS REVENUES
FUNCTION- TITLE NOT FOUND
ACTIVITY- TITLE NOT FOUND
DEPT TOTAL- TITLE NOT FOUND

ACCOUNT - - - - - TITLE - - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
3641000 RETURN CHECK CHARGE	.00	.00	.00	25.00	-25.00	.00
3641001 DISPOSITION OF FIXED AST	5,000.00	.00	.00	55,533.11	-50,533.11	1110.66
3641003 INSUR PROC. FIXED ASSETS	.00	.00	.00	13,850.00	-13,850.00	.00
3651001 TAX DEED SALE OF PROPERT	2,000.00	862.87	.00	2,258.50	-258.50	112.93
3699001 MISC REV OTHER	50,000.00	65.95	.00	17,755.12	32,244.88	35.51
3699002 MISC REV SUPV ELECTIONS	12,000.00	.00	.00	8,674.04	3,325.96	72.28
3699003 MISC REV FUEL SYSTEM	300.00	.00	.00	.00	300.00	.00
3699004 MISC REV .20 PER GALLON	10,000.00	.00	.00	10,928.62	-928.62	109.29
3699007 MISC REV - ELDER AFFAIRS	.00	.00	.00	4,116.00	-4,116.00	.00
TOTAL MISCELLANEOUS REVENUES	1,013,552.00	13,241.92	.00	966,311.65	47,240.35	95.34
1ST SUBTOTAL-362000 RENT AND ROYALITIES						
3621017 325 HOGAN LANE	2,100.00	.00	.00	2,100.00	.00	100.00
3621018 329 HOGAN LANE	2,100.00	175.00	.00	2,100.00	.00	100.00
3621019 2426 PAT THOMAS PKWY	8,820.00	.00	.00	.00	8,820.00	.00
3621021 2070 PAT THOMAS PKWY	6,300.00	.00	.00	6,025.00	275.00	95.63
3621023 SUITE 102 & 103	8,400.00	.00	.00	8,400.00	.00	100.00
TOTAL RENT AND ROYALITIES	27,720.00	175.00	.00	18,625.00	9,095.00	67.19
1ST SUBTOTAL-370000 ADJUSTMENTS TO REVENUE						
3700001 LESS 5% ESTIMATED REVENU	-550,792.00	.00	.00	.00	-550,792.00	.00
TOTAL ADJUSTMENTS TO REVENUE	-550,792.00	.00	.00	.00	-550,792.00	.00
1ST SUBTOTAL-380000 OTHER SOURCES						
3830001 OTHER FINANCING SOURCES	.00	142,080.86	.00	142,080.86	-142,080.86	.00
3899001 BALANCE FWD CASH FORWARD	1,738,345.62	.00	.00	.00	1,738,345.62	.00
TOTAL OTHER SOURCES	1,738,345.62	142,080.86	.00	142,080.86	1,596,264.76	8.17
1ST SUBTOTAL-381000 INTERFUND TRANSFERS						
3811034 TRANSFERS	146,535.00	.00	.00	.00	146,535.00	.00
TOTAL INTERFUND TRANSFERS	146,535.00	.00	.00	.00	146,535.00	.00
TOTAL TITLE NOT FOUND	31,664,811.62	672,865.63	.00	31,163,400.45	501,411.17	98.42
TOTAL TITLE NOT FOUND	31,664,811.62	672,865.63	.00	31,163,400.45	501,411.17	98.42
TOTAL TITLE NOT FOUND	31,664,811.62	672,865.63	.00	31,163,400.45	501,411.17	98.42
TOTAL GENERAL FUND	31,664,811.62	672,865.63	.00	31,163,400.45	501,411.17	98.42

SELECTION CRITERIA: expledgr.key_orgn='0238'
ACCOUNTING PERIOD: 13/25

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL,ACCOUNT
TOTALED ON: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL
PAGE BREAKS ON: FUND

FUND-001 GENERAL FUND
FUNCTION-560 HUMAN SERVICES
ACTIVITY-562 HEALTH
DEPT TOTAL-0238 LITTER/ANIMAL CONTROL

1ST SUBTOTAL-51000 PERSONAL SERVICES

ACCOUNT	- - - - - TITLE - - - - -	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
51200	REGULAR SALARIES & WAGES	225,305.00	6,374.69	.00	169,012.11	56,292.89	75.01
51300	OTHER SALARIES & WAGES	.00	.00	.00	2,250.00	-2,250.00	.00
51400	OVERTIME	25,000.00	1,416.25	.00	26,040.91	-1,040.91	104.16
52100	FICA TAXES	19,148.00	576.70	.00	14,594.95	4,553.05	76.22
52200	RETIREMENT CONTRIBUTIONS	34,117.00	1,093.07	.00	24,400.08	9,716.92	71.52
52300	HEALTH INSURANCE	45,909.00	.00	.00	32,483.49	13,425.51	70.76
52310	LIFE INSURANCE	162.00	.00	.00	94.31	67.69	58.22
52400	WORKER'S COMPENSATION	3,250.00	.00	.00	1,699.20	1,550.80	52.28
	TOTAL PERSONAL SERVICES	352,891.00	9,460.71	.00	270,575.05	82,315.95	76.67
	1ST SUBTOTAL-53000 OPERATING EXPENSES						
53100	PROFESSIONAL SERVICES	4,000.00	882.16	.00	6,716.80	-2,716.80	167.92
53161	CREDIT CARD PROC FEE	.00	.00	.00	4.32	-4.32	.00
54000	TRAVEL & PER DIEM	2,500.00	921.78	.00	1,865.78	634.22	74.63
54100	COMMUNICATION SERVICES	5,400.00	.00	.00	6,010.30	-610.30	111.30
54130	POSTAGE & FREIGHT	100.00	85.00	.00	1,614.58	-1,514.58	1614.58
54300	UTILITY SERVICES	6,000.00	.00	.00	9,807.50	-3,807.50	163.46
54310	WASTE DISPOSAL	.00	.00	.00	700.00	-700.00	.00
54452	RENTALS & LEASE-VEHICLE	37,368.00	.00	.00	581.05	36,786.95	1.55
54500	INSURANCE	5,000.00	.00	.00	13,217.66	-8,217.66	264.35
54600	REPAIR & MAINTENANCE	10,000.00	1,062.01	.00	13,855.82	-3,855.82	138.56
54627	REPAIR & MAINT.-VEHICLES	2,880.00	.00	.00	3,076.07	-196.07	106.81
54700	PRINTING & BINDING	200.00	.00	.00	43.50	156.50	21.75
54800	PROMOTIONAL ACTIVITIES	.00	.00	.00	804.88	-804.88	.00
54900	OTHER CURRENT CHGS & OBL	630.00	.00	.00	.00	630.00	.00
54960	FINANCE CHARGE	.00	.00	.00	189.04	-189.04	.00
54961	ADMINISTRATIVE COSTS	.00	.00	.00	180.00	-180.00	.00
55100	OFFICE SUPPLIES	9,000.00	715.19	.00	11,929.93	-2,929.93	132.55
55200	OPERATING SUPPLIES	15,000.00	224.82	.00	12,883.47	2,116.53	85.89
55208	UNIFORMS	2,875.00	111.12	.00	2,509.76	365.24	87.30
55210	GAS & OIL	20,000.00	.00	.00	19,656.60	343.40	98.28
55221	MEDICAL SUPPLIES	.00	.00	.00	5,333.13	-5,333.13	.00
55400	MEMBERSHIPS/SUBSCRIPTION	3,300.00	.00	.00	174.00	3,126.00	5.27
55401	TRAINING & EDUCATIONAL	3,500.00	-20.00	.00	1,280.00	2,220.00	36.57
55402	SOFTWARE PURCHASES	.00	.00	.00	10.00	-10.00	.00
55454	TITLES/REG/PERMITS	.00	.00	.00	427.65	-427.65	.00
	TOTAL OPERATING EXPENSES	127,753.00	3,982.08	.00	112,871.84	14,881.16	88.35
	1ST SUBTOTAL-56000 CAPITAL OUTLAY						
56400	MACHINERY & EQUIPMENT	.00	142,080.86	.00	142,080.86	-142,080.86	.00
	TOTAL CAPITAL OUTLAY	.00	142,080.86	.00	142,080.86	-142,080.86	.00
	1ST SUBTOTAL-57000 DEBT SERVICE						
57100	DEBT SERVICE PRINCIPAL	.00	2,109.18	.00	22,534.04	-22,534.04	.00
57200	DEBT SERVICE INTEREST	.00	708.46	.00	10,331.86	-10,331.86	.00
	TOTAL DEBT SERVICE	.00	2,817.64	.00	32,865.90	-32,865.90	.00

BA# **2025-097**

Gadsden County BOCC Budget Amendment Form

Date: 11/19/2025
Fiscal Year: 2024-2025
Department:
Agenda Item:

Intra-departmental
BOCC Motion
BOCC Resolution
BOCC Public Hearing

Revenue

Fund	Dept.	Account	Account Description	Beginning Bud.	+/- $	Ending Bud.
112		383-0001	OTHER FUNDING SOURCES	-	197,616.94	197,616.94
#1 Subtotal				**-**	**197,616.94**	**197,616.94**

Expenditure

Fund	Dept.	Account	Account Description	Beginning Bud.	+/- $	Ending Bud.
112	0126	56400	MACHINERY & EQUIPMENT	-	197,616.94	197,616.94
#2 Subtotal				**-**	**197,616.94**	**197,616.94**

#3 Balancing (Subtotal Line #1 Less Subtotal Line 2) -

Notes

Approved By:
Budget Director
County Manager

Posting
Finance Director
Date

SELECTION CRITERIA: orgn.fund='112'
ACCOUNTING PERIOD: 13/25

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL,ACCOUNT
TOTALED ON: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL
PAGE BREAKS ON: FUND

FUND-112 COUNTY TRANSPORTATION #1 1ST SUBTOTAL-310000 TAXES
FUNCTION-100 SPECIAL REVENUE FUND
ACTIVITY- TITLE NOT FOUND
DEPT TOTAL- TITLE NOT FOUND

ACCOUNT - - - - - TITLE - - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
3123000 COUNTY 9TH CENT FUEL TAX	60,000.00	4,339.26	.00	69,991.80	-9,991.80	116.65
3123001 TIER II & TIER III DIESE	1,051,750.00	.00	.00	726,340.84	325,409.16	69.06
3124101 FIRST LOCAL OPT TAX 6CT	1,388,372.00	241,894.01	.00	1,336,975.14	51,396.86	96.30
3126001 SMALL COUNTY SURTAX	1,861,036.00	105,875.92	.00	1,975,466.60	-114,430.60	106.15
TOTAL TAXES	4,361,158.00	352,109.19	.00	4,108,774.38	252,383.62	94.21
1ST SUBTOTAL-330000 INTERGOVERNMENT REVENUE						
3354900 MOTR FUEL USE TAXFS260.6	1,000.00	.00	.00	.00	1,000.00	.00
TOTAL INTERGOVERNMENT REVENUE	1,000.00	.00	.00	.00	1,000.00	.00
1ST SUBTOTAL-340000 CHARGES FOR SERVICES						
3491004 FEES-ROAD DEPARTMENT	10,000.00	56,947.96	.00	65,677.96	-55,677.96	656.78
3491005 FEES-ROAD MAINT-MIDWAY	.00	.00	.00	7,824.00	-7,824.00	.00
3491012 FEES-ROAD MAINT-GRETNA	.00	66.82	.00	66.82	-66.82	.00
3491013 FEES- FLEET OPERATIONS	90,000.00	4,105.37	.00	123,167.99	-33,167.99	136.85
3491017 FEES - ROAD MAINT-QUINCY	.00	5,485.58	.00	8,746.32	-8,746.32	.00
3491018 TRAFFIC SIGNAL	15,000.00	.00	.00	15,656.00	-656.00	104.37
TOTAL CHARGES FOR SERVICES	115,000.00	66,605.73	.00	221,139.09	-106,139.09	192.29
1ST SUBTOTAL-341000 GENERAL GOV'T (NON-COURT)						
3413007 FEES-PUBLIC WORKS WK PRG	30.00	.00	.00	20.00	10.00	66.67
TOTAL GENERAL GOV'T (NON-COUR	30.00	.00	.00	20.00	10.00	66.67
1ST SUBTOTAL-360000 MISCELLANEOUS REVENUES						
3611000 INTEREST-ST BOARD OF ADM	110,000.00	.00	.00	49,007.85	60,992.15	44.55
3611005 INTEREST-CAPITAL CITY BN	25,000.00	1,905.19	.00	14,519.49	10,480.51	58.08
3641001 DISPOSITION OF FIXED AST	.00	.00	.00	32,490.00	-32,490.00	.00
3641003 INSUR PROC. FIXED ASSETS	.00	10,000.00	.00	35,562.84	-35,562.84	.00
3651002 SALE OF SURPLUS & SCRAP	2,000.00	.00	.00	2,350.50	-350.50	117.53
3699001 MISC REV OTHER	2,000.00	.00	.00	4,979.52	-2,979.52	248.98
TOTAL MISCELLANEOUS REVENUES	139,000.00	11,905.19	.00	138,910.20	89.80	99.94
1ST SUBTOTAL-370000 ADJUSTMENTS TO REVENUE						
3700001 LESS 5% ESTIMATED REVENU	-218,108.00	.00	.00	.00	-218,108.00	.00
TOTAL ADJUSTMENTS TO REVENUE	-218,108.00	.00	.00	.00	-218,108.00	.00
1ST SUBTOTAL-380000 OTHER SOURCES						
3811026 TRANSFER FROM DEBT SERVI	886,197.00	.00	.00	886,197.00	.00	100.00
3830001 OTHER FINANCING SOURCES	.00	197,616.94	.00	197,616.94	-197,616.94	.00
3899001 BALANCE FWD CASH FORWARD	557,614.00	.00	.00	.00	557,614.00	.00
TOTAL OTHER SOURCES	1,443,811.00	197,616.94	.00	1,083,813.94	359,997.06	75.07
TOTAL TITLE NOT FOUND	5,841,891.00	628,237.05	.00	5,552,657.61	289,233.39	95.05
TOTAL TITLE NOT FOUND	5,841,891.00	628,237.05	.00	5,552,657.61	289,233.39	95.05

SUNGARD PENTAMATION INC.
DATE: 11/19/2025
TIME: 14:23:51

GADSDEN COUNTY BOCC
EXPENDITURE STATUS REPORT

SELECTION CRITERIA: expledgr.key_orgn='0126'
ACCOUNTING PERIOD: 13/25

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL,ACCOUNT
TOTALED ON: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL
PAGE BREAKS ON: FUND

FUND-112 COUNTY TRANSPORTATION #1 1ST SUBTOTAL-51000 PERSONAL SERVICES
FUNCTION-540 TRANSPORTATION
ACTIVITY-541 ROAD & STREET FACILITIES
DEPT TOTAL-0126 PAVED ROAD MAINTENANCE

ACCOUNT	- - - - - TITLE - - - - -	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
51200	REGULAR SALARIES & WAGES	2,063,439.00	75,869.26	.00	1,995,750.00	67,689.00	96.72
51300	OTHER SALARIES & WAGES	.00	.00	.00	36,750.00	-36,750.00	.00
51400	OVERTIME	30,000.00	3,817.19	.00	60,351.30	-30,351.30	201.17
52100	FICA TAXES	160,148.00	5,916.13	.00	155,352.35	4,795.65	97.01
52200	RETIREMENT CONTRIBUTIONS	285,336.00	11,348.77	.00	287,500.20	-2,164.20	100.76
52300	HEALTH INSURANCE	598,287.00	.00	.00	528,423.67	69,863.33	88.32
52310	LIFE INSURANCE	1,782.00	.00	.00	1,546.47	235.53	86.78
52400	WORKER'S COMPENSATION	150,000.00	.00	.00	197,500.75	-47,500.75	131.67
52500	UNEMPLOYMENT COMPENSATIO	1,000.00	.00	.00	.00	1,000.00	.00
	TOTAL PERSONAL SERVICES	3,289,992.00	96,951.35	.00	3,263,174.74	26,817.26	99.18
1ST SUBTOTAL-53000 OPERATING EXPENSES							
53100	PROFESSIONAL SERVICES	50,000.00	.00	.00	15,179.00	34,821.00	30.36
53161	CREDIT CARD PROC FEE	.00	.00	.00	3.11	-3.11	.00
53400	OTHER CONTRACTUAL SERVIC	20,000.00	.00	.00	29,315.00	-9,315.00	146.58
53406	CONTRACTUAL - SECURITY	.00	.00	.00	2,023.50	-2,023.50	.00
54000	TRAVEL & PER DIEM	2,500.00	105.00	.00	1,055.00	1,445.00	42.20
54100	COMMUNICATION SERVICES	500.00	.00	.00	1,916.44	-1,416.44	383.29
54130	POSTAGE & FREIGHT	4,000.00	487.18	.00	7,192.29	-3,192.29	179.81
54310	WASTE DISPOSAL	10,000.00	140.00	.00	800.00	9,200.00	8.00
54400	RENTALS & LEASES	2,000.00	1,189.50	.00	7,327.50	-5,327.50	366.38
54452	RENTALS & LEASE-VEHICLE	49,824.00	.00	.00	2,348.25	47,475.75	4.71
54500	INSURANCE	.00	.00	.00	26,925.31	-26,925.31	.00
54600	REPAIR & MAINTENANCE	17,000.00	38,613.25	.00	366,675.88	-349,675.88	2156.92
54627	REPAIR & MAINT.-VEHICLES	3,840.00	.00	.00	3,510.68	329.32	91.42
54700	PRINTING & BINDING	500.00	.00	.00	29.00	471.00	5.80
54800	PROMOTIONAL ACTIVITIES	.00	.00	.00	459.33	-459.33	.00
54900	OTHER CURRENT CHGS & OBL	10,000.00	.00	.00	2,740.00	7,260.00	27.40
54959	LATE FEE	.00	.00	.00	13.74	-13.74	.00
54960	FINANCE CHARGE	.00	.00	.00	154.48	-154.48	.00
54961	ADMINISTRATIVE COSTS	.00	.00	.00	240.00	-240.00	.00
55100	OFFICE SUPPLIES	100.00	1,534.39	.00	11,083.18	-10,983.18	11083.18
55200	OPERATING SUPPLIES	10,000.00	2,141.55	.00	29,284.80	-19,284.80	292.85
55208	UNIFORMS	30,000.00	3,942.17	.00	65,817.96	-35,817.96	219.39
55210	GAS & OIL	.00	1,095.21	.00	8,052.11	-8,052.11	.00
55300	ROAD MATERIALS & SUPPLIE	200,000.00	16,338.22	.00	280,411.56	-80,411.56	140.21
55401	TRAINING & EDUCATIONAL	5,500.00	.00	.00	480.00	5,020.00	8.73
55454	TITLES/REG/PERMITS	300.00	.00	.00	635.25	-335.25	211.75
	TOTAL OPERATING EXPENSES	416,064.00	65,586.47	.00	863,673.37	-447,609.37	207.58
1ST SUBTOTAL-56000 CAPITAL OUTLAY							
56007	EQUIPMENT UNDER $5000	.00	.00	.00	2,990.68	-2,990.68	.00
56300	IMPROV OTHER THAN BUILDG	11,999.00	.00	.00	4,825.50	7,173.50	40.22
56400	MACHINERY & EQUIPMENT	.00	197,616.94	.00	197,616.94	-197,616.94	.00
	TOTAL CAPITAL OUTLAY	11,999.00	197,616.94	.00	205,433.12	-193,434.12	1712.09

BA# **2025-098**

Gadsden County BOCC Budget Amendment Form

Date: 11/19/2025
Fiscal Year: 2024-2025
Fund/Dept 199/1899
Agenda Item:

Intra-departmental
BOCC Motion
BOCC Resolution
BOCC Public Hearing

Revenue

Fund	Dept.	Account	Account Description	Beginning Bud.	+/- $	Ending Bud.
199		331-5008	FEMA-FEDERAL DISASTR FUND	-	50,954.52	50,954.52

#1 Subtotal	**-**	**50,954.52**	**50,954.52**

Expenditure

Fund	Dept.	Account	Account Description	Beginning Bud.	+/- $	Ending Bud.
199	1899	53100	PROFESSIONAL SERVICES	-	50,954.52	50,954.52

#2 Subtotal	**-**	**50,954.52**	**50,954.52**

#3 Balancing (Subtotal Line #1 Less Subtotal Line 2) -

Notes

Approved By:
Budget Director _____
County Manager _____

Posting
Finance Director _____
Date _____

SUNGARD PENTAMATION INC.
DATE: 11/20/2025
TIME: 09:24:13

GADSDEN COUNTY BOCC
REVENUE STATUS REPORT

SELECTION CRITERIA: orgn.fund='199'
ACCOUNTING PERIOD: 13/25

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL,ACCOUNT
TOTALED ON: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL
PAGE BREAKS ON: FUND

FUND-199 FEMA DISASTER RELIEF FUND 1ST SUBTOTAL-330000 INTERGOVERNMENT REVENUE
FUNCTION-520 PUBLIC SAFETY
ACTIVITY- TITLE NOT FOUND
DEPT TOTAL- TITLE NOT FOUND

ACCOUNT - - - - - TITLE - - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
3315008 FEMA-FEDRAL DISASTR FUND	.00	40,597.33	.00	50,954.52	-50,954.52	.00
TOTAL INTERGOVERNMENT REVENUE	.00	40,597.33	.00	50,954.52	-50,954.52	.00
TOTAL TITLE NOT FOUND	.00	40,597.33	.00	50,954.52	-50,954.52	.00
TOTAL TITLE NOT FOUND	.00	40,597.33	.00	50,954.52	-50,954.52	.00
TOTAL PUBLIC SAFETY	.00	40,597.33	.00	50,954.52	-50,954.52	.00
TOTAL FEMA DISASTER RELIEF FU	.00	40,597.33	.00	50,954.52	-50,954.52	.00
TOTAL REPORT	.00	40,597.33	.00	50,954.52	-50,954.52	.00

SELECTION CRITERIA: orgn.fund='199'
ACCOUNTING PERIOD: 13/25

SORTED BY: FUND,DEPT TOTAL,1ST SUBTOTAL,ACCOUNT
TOTALED ON: FUND,DEPT TOTAL,1ST SUBTOTAL
PAGE BREAKS ON: FUND,DEPT TOTAL

FUND-199 FEMA DISASTER RELIEF FUND
DEPT TOTAL-1899 FEMA-HURRICANE MICHAEL
1ST SUBTOTAL-53000 OPERATING EXPENSES

ACCOUNT	- - - - - TITLE - - - - -	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
53100	PROFESSIONAL SERVICES	.00	.00	.00	.00	.00	.00
53400	OTHER CONTRACTUAL SERVIC	.00	.00	.00	.00	.00	.00
54100	COMMUNICATION SERVICES	.00	.00	.00	.00	.00	.00
54400	RENTALS & LEASES	.00	.00	.00	.00	.00	.00
54600	REPAIR & MAINTENANCE	.00	.00	.00	.00	.00	.00
55200	OPERATING SUPPLIES	.00	.00	.00	.00	.00	.00
55210	GAS & OIL	.00	.00	.00	.00	.00	.00
55300	ROAD MATERIALS & SUPPLIE	.00	.00	.00	.00	.00	.00
	TOTAL OPERATING EXPENSES	.00	.00	.00	.00	.00	.00
1ST SUBTOTAL-56000 CAPITAL OUTLAY							
56300	IMPROV OTHER THAN BUILDG	.00	.00	.00	.00	.00	.00
56333	ENGINEERING - ROADS	.00	.00	.00	.00	.00	.00
56400	MACHINERY & EQUIPMENT	.00	.00	.00	.00	.00	.00
	TOTAL CAPITAL OUTLAY	.00	.00	.00	.00	.00	.00
1ST SUBTOTAL-58000 GRANTS AND AIDS							
58008	FEMA FUNDS SCHOOL BOARD	.00	.00	.00	.00	.00	.00
	TOTAL GRANTS AND AIDS	.00	.00	.00	.00	.00	.00
	TOTAL FEMA-HURRICANE MICHAEL	.00	.00	.00	.00	.00	.00

SELECTION CRITERIA: orgn.fund='199'
ACCOUNTING PERIOD: 13/25

SORTED BY: FUND,DEPT TOTAL,1ST SUBTOTAL,ACCOUNT
TOTALED ON: FUND,DEPT TOTAL,1ST SUBTOTAL
PAGE BREAKS ON: FUND,DEPT TOTAL

FUND-199 FEMA DISASTER RELIEF FUND
DEPT TOTAL-9199 TRANSFERS-FEMA
1ST SUBTOTAL-59000 OTHER USES

ACCOUNT	- - - - - TITLE - - - - -	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
59104	TRANSFERS TO EMER RESCUE	.00	.00	.00	.00	.00	.00
59107	TRANSFERS TO PUBLIC WORK	.00	.00	.00	.00	.00	.00
59108	TRANSFER TO SHERIFF	.00	.00	.00	.00	.00	.00
59112	TRANSFER CAPITAL PROJECT	.00	.00	.00	.00	.00	.00
59118	TRANSFER TO GENERAL FUND	.00	.00	.00	.00	.00	.00
59138	TRANSFER TO FIRE SERVICE	.00	.00	.00	.00	.00	.00
	TOTAL OTHER USES	.00	.00	.00	.00	.00	.00
	TOTAL TRANSFERS-FEMA	.00	.00	.00	.00	.00	.00
	TOTAL FEMA DISASTER RELIEF FU	.00	.00	.00	.00	.00	.00
TOTAL REPORT		.00	.00	.00	.00	.00	.00

BA# **2025-099**

Gadsden County BOCC Budget Amendment Form

Date: 11/19/2025
Fiscal Year: 2024-2025
Fund/Dept 101/1011
Agenda Item:

Intra-departmental
BOCC Motion
BOCC Resolution
BOCC Public Hearing

Revenue

Fund	Dept.	Account	Account Description	Beginning Bud.	+/- $	Ending Bud.
101		348-5302	DORI SLOSBERG 318.1215	-	16,478.92	16,478.92
#1 Subtotal				**-**	**16,478.92**	**16,478.92**

Expenditure

Fund	Dept.	Account	Account Description	Beginning Bud.	+/- $	Ending Bud.
101	1011	53100	PROFESSIONAL SERVICES	-	16,478.92	16,478.92
#2 Subtotal				**-**	**16,478.92**	**16,478.92**

#3 Balancing (Subtotal Line #1 Less Subtotal Line 2) -

Notes

Approved By:
Budget Director _____
County Manager _____

Posting
Finance Director _____
Date _____

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 13/25

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL,ACCOUNT
TOTALED ON: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL
PAGE BREAKS ON: FUND

FUND-101 DORI SLOSBERG 318.1215 1ST SUBTOTAL-340000 CHARGES FOR SERVICES
FUNCTION-100 SPECIAL REVENUE FUND
ACTIVITY- TITLE NOT FOUND
DEPT TOTAL- TITLE NOT FOUND

ACCOUNT - - - - - TITLE - - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
3485302 DORI SLOSBERG 318.1215	.00	.00	.00	16,478.92	-16,478.92	.00
TOTAL CHARGES FOR SERVICES	.00	.00	.00	16,478.92	-16,478.92	.00
TOTAL TITLE NOT FOUND	.00	.00	.00	16,478.92	-16,478.92	.00
TOTAL TITLE NOT FOUND	.00	.00	.00	16,478.92	-16,478.92	.00
TOTAL SPECIAL REVENUE FUND	.00	.00	.00	16,478.92	-16,478.92	.00
TOTAL DORI SLOSBERG 318.1215	.00	.00	.00	16,478.92	-16,478.92	.00

BA# **2025-100**

Gadsden County BOCC Budget Amendment Form

Date: 11/20/2025
Fiscal Year: 2024-2025
Fund/Dept 152/1175
Agenda Item:

Intra-departmental
BOCC Motion
BOCC Resolution
BOCC Public Hearing

Revenue

Fund	Dept.	Account	Account Description	Beginning Bud.	+/- $	Ending Bud.
152		351-1007	FINE-COUNTY DRUG ABUSE	-	530.00	530.00
152		361-1005	INTEREST-CAPITAL CITY BANK	-	39.87	39.87
#1 Subtotal				**-**	**569.87**	**569.87**

Expenditure

Fund	Dept.	Account	Account Description	Beginning Bud.	+/- $	Ending Bud.
152	1175	54900	OTHER CURRENT CHARGES	-	569.87	569.87
#2 Subtotal				**-**	**569.87**	**569.87**

#3 Balancing (Subtotal Line #1 Less Subtotal Line 2) -

Notes

Approved By:
Budget Director
County Manager

Posting
Finance Director
Date

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 13/25

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL,ACCOUNT
TOTALED ON: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL
PAGE BREAKS ON: FUND

FUND-152 JAG- DRUG ABUSE
FUNCTION-100 SPECIAL REVENUE FUND
ACTIVITY- TITLE NOT FOUND
DEPT TOTAL- TITLE NOT FOUND
1ST SUBTOTAL-350000 FINES & FORFEITURES

ACCOUNT - - - - - TITLE - - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
3511007 FINES-COUNTY DRUG ABUSE	.00	.00	.00	530.00	-530.00	.00
TOTAL FINES & FORFEITURES	.00	.00	.00	530.00	-530.00	.00
1ST SUBTOTAL-360000 MISCELLANEOUS REVENUES						
3611005 INTEREST-CAPITAL CITY BN	.00	3.61	.00	39.87	-39.87	.00
TOTAL MISCELLANEOUS REVENUES	.00	3.61	.00	39.87	-39.87	.00
TOTAL TITLE NOT FOUND	.00	3.61	.00	569.87	-569.87	.00
TOTAL TITLE NOT FOUND	.00	3.61	.00	569.87	-569.87	.00
TOTAL SPECIAL REVENUE FUND	.00	3.61	.00	569.87	-569.87	.00
TOTAL JAG- DRUG ABUSE	.00	3.61	.00	569.87	-569.87	.00

SELECTION CRITERIA: orgn.fund='152'
ACCOUNTING PERIOD: 13/25

SORTED BY: FUND,DEPT TOTAL,1ST SUBTOTAL,ACCOUNT
TOTALED ON: FUND,DEPT TOTAL,1ST SUBTOTAL
PAGE BREAKS ON: FUND,DEPT TOTAL

FUND-152 JAG- DRUG ABUSE
DEPT TOTAL-1175 DRUG ABUSE GRANT
1ST SUBTOTAL-53000 OPERATING EXPENSES

ACCOUNT	- - - - - TITLE - - - - -	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
54900	OTHER CURRENT CHGS & OBL	.00	.00	.00	.00	.00	.00
	TOTAL OPERATING EXPENSES	.00	.00	.00	.00	.00	.00
1ST SUBTOTAL-56000 CAPITAL OUTLAY							
56404	EQUIPMENT-PROGRAM INCOME	.00	.00	.00	.00	.00	.00
	TOTAL CAPITAL OUTLAY	.00	.00	.00	.00	.00	.00
1ST SUBTOTAL-59000 OTHER USES							
59108	TRANSFER TO SHERIFF	.00	.00	.00	.00	.00	.00
	TOTAL OTHER USES	.00	.00	.00	.00	.00	.00
	TOTAL DRUG ABUSE GRANT	.00	.00	.00	.00	.00	.00
	TOTAL JAG- DRUG ABUSE	.00	.00	.00	.00	.00	.00
TOTAL REPORT		.00	.00	.00	.00	.00	.00

BA# **2025-101**

Gadsden County BOCC Budget Amendment Form

Date: 11/20/2025
Fiscal Year: 2024-2025
Fund/Dept 166/1166
Agenda Item:

Intra-departmental
BOCC Motion
BOCC Resolution
BOCC Public Hearing

Revenue

Fund	Dept.	Account	Account Description	Beginning Bud.	+/- $	Ending Bud.
166		369-3000	OPIOID SETTLEMENT	-	36,442.49	36,442.49
166		361-1005	INTEREST-CAPITAL CITY BANK	-	5,362.66	5,362.66
#1 Subtotal				**-**	**41,805.15**	**41,805.15**

Expenditure

Fund	Dept.	Account	Account Description	Beginning Bud.	+/- $	Ending Bud.
166	1166	53100	PROFESSIONAL SERVICES	-	41,805.15	41,805.15
#2 Subtotal				**-**	**41,805.15**	**41,805.15**

#3 Balancing (Subtotal Line #1 Less Subtotal Line 2) -

Notes

Approved By:
Budget Director _____
County Manager _____

Posting
Finance Director _____
Date _____

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 13/25

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL,ACCOUNT
TOTALED ON: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL
PAGE BREAKS ON: FUND

FUND-166 OPIOID SETTLEMENT 1ST SUBTOTAL-360000 MISCELLANEOUS REVENUES
FUNCTION-520 PUBLIC SAFETY
ACTIVITY- TITLE NOT FOUND
DEPT TOTAL- TITLE NOT FOUND

ACCOUNT - - - - - TITLE - - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
3611005 INTEREST-CAPITAL CITY BN	.00	422.37	.00	5,362.66	-5,362.66	.00
3693000 OPIOID SETTLEMENT	.00	.00	.00	36,442.49	-36,442.49	.00
TOTAL MISCELLANEOUS REVENUES	.00	422.37	.00	41,805.15	-41,805.15	.00
TOTAL TITLE NOT FOUND	.00	422.37	.00	41,805.15	-41,805.15	.00
TOTAL TITLE NOT FOUND	.00	422.37	.00	41,805.15	-41,805.15	.00
TOTAL PUBLIC SAFETY	.00	422.37	.00	41,805.15	-41,805.15	.00
TOTAL OPIOID SETTLEMENT	.00	422.37	.00	41,805.15	-41,805.15	.00

SELECTION CRITERIA: orgn.fund='166'
ACCOUNTING PERIOD: 13/25

SORTED BY: FUND,DEPT TOTAL,1ST SUBTOTAL,ACCOUNT
TOTALED ON: FUND,DEPT TOTAL,1ST SUBTOTAL
PAGE BREAKS ON: FUND,DEPT TOTAL

FUND-166 OPIOID SETTLEMENT
DEPT TOTAL-1166 RURAL COUNTY GRANT
1ST SUBTOTAL-51000 PERSONAL SERVICES

ACCOUNT	- - - - - TITLE - - - - -	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
51200	REGULAR SALARIES & WAGES	.00	.00	.00	.00	.00	.00
52100	FICA TAXES	.00	.00	.00	.00	.00	.00
52200	RETIREMENT CONTRIBUTIONS	.00	.00	.00	.00	.00	.00
52300	HEALTH INSURANCE	.00	.00	.00	.00	.00	.00
52310	LIFE INSURANCE	.00	.00	.00	.00	.00	.00
	TOTAL PERSONAL SERVICES	.00	.00	.00	.00	.00	.00
1ST SUBTOTAL-53000 OPERATING EXPENSES							
53100	PROFESSIONAL SERVICES	.00	.00	.00	.00	.00	.00
53400	OTHER CONTRACTUAL SERVIC	.00	.00	.00	.00	.00	.00
54000	TRAVEL & PER DIEM	.00	.00	.00	.00	.00	.00
54100	COMMUNICATION SERVICES	.00	.00	.00	.00	.00	.00
54452	RENTALS & LEASE-VEHICLE	.00	.00	.00	.00	.00	.00
54700	PRINTING & BINDING	.00	.00	.00	.00	.00	.00
54810	MARKETING FUNDS	.00	.00	.00	.00	.00	.00
54900	OTHER CURRENT CHGS & OBL	.00	.00	.00	.00	.00	.00
54901	ADVERTISING	.00	.00	.00	.00	.00	.00
55100	OFFICE SUPPLIES	.00	.00	.00	.00	.00	.00
55210	GAS & OIL	.00	.00	.00	.00	.00	.00
55401	TRAINING & EDUCATIONAL	.00	.00	.00	.00	.00	.00
	TOTAL OPERATING EXPENSES	.00	.00	.00	.00	.00	.00
1ST SUBTOTAL-59000 OTHER USES							
59901	RESERVE FOR CONTINGENCY	.00	.00	.00	.00	.00	.00
	TOTAL OTHER USES	.00	.00	.00	.00	.00	.00
	TOTAL RURAL COUNTY GRANT	.00	.00	.00	.00	.00	.00
	TOTAL OPIOID SETTLEMENT	.00	.00	.00	.00	.00	.00
TOTAL REPORT		.00	.00	.00	.00	.00	.00

BA# **2025-102**

Gadsden County BOCC Budget Amendment Form

Date: 11/20/2025
Fiscal Year: 2024-2025
Fund/Dept 301/610024
Agenda Item:

Intra-departmental
BOCC Motion
BOCC Resolution
BOCC Public Hearing

Revenue

Fund	Dept.	Account	Account Description	Beginning Bud.	+/- $	Ending Bud.
301		361-1005	INTEREST-CAPITAL CITY BANK	-	37,878.75	37,878.75
				-		
#1 Subtotal				**-**	**37,878.75**	**37,878.75**

Expenditure

Fund	Dept.	Account	Account Description	Beginning Bud.	+/- $	Ending Bud.
301	610024	56300	IMPROV OTHER THAN BUILDING	-	37,878.75	37,878.75
#2 Subtotal				**-**	**37,878.75**	**37,878.75**

#3 Balancing (Subtotal Line #1 Less Subtotal Line 2) -

Notes

Approved By:
Budget Director _____
County Manager _____

Posting
Finance Director _____
Date _____

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 13/25

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL,ACCOUNT
TOTALED ON: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL
PAGE BREAKS ON: FUND

FUND-301 CAPITAL PROJECTS-GENERAL 1ST SUBTOTAL-360000 MISCELLANEOUS REVENUES
FUNCTION-300 CAPITAL PROJECTS FUNDS
ACTIVITY- TITLE NOT FOUND
DEPT TOTAL- TITLE NOT FOUND

ACCOUNT - - - - - TITLE - - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
3611005 INTEREST-CAPITAL CITY BN	.00	2,613.22	.00	37,878.75	-37,878.75	.00
TOTAL MISCELLANEOUS REVENUES	.00	2,613.22	.00	37,878.75	-37,878.75	.00
TOTAL TITLE NOT FOUND	.00	2,613.22	.00	37,878.75	-37,878.75	.00
TOTAL TITLE NOT FOUND	.00	2,613.22	.00	37,878.75	-37,878.75	.00
TOTAL CAPITAL PROJECTS FUNDS	.00	2,613.22	.00	37,878.75	-37,878.75	.00
TOTAL CAPITAL PROJECTS-GENERA	.00	2,613.22	.00	37,878.75	-37,878.75	.00

SELECTION CRITERIA: orgn.fund='301'
ACCOUNTING PERIOD: 13/25

SORTED BY: FUND,DEPT TOTAL,1ST SUBTOTAL,ACCOUNT
TOTALED ON: FUND,DEPT TOTAL,1ST SUBTOTAL
PAGE BREAKS ON: FUND

FUND-301 CAPITAL PROJECTS-GENERAL
DEPT TOTAL-610003 JAIL BOILER REPLACEMENT
1ST SUBTOTAL-56000 CAPITAL OUTLAY

ACCOUNT	- - - - - TITLE - - - - -	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
56200	BUILDINGS	.00	.00	.00	.00	.00	.00
	TOTAL CAPITAL OUTLAY	.00	.00	.00	.00	.00	.00
	TOTAL JAIL BOILER REPLACEMENT	.00	.00	.00	.00	.00	.00
DEPT TOTAL-610016 JAIL AIR HANDLER REPLACE							
1ST SUBTOTAL-56000 CAPITAL OUTLAY							
56200	BUILDINGS	.00	.00	.00	.00	.00	.00
	TOTAL CAPITAL OUTLAY	.00	.00	.00	.00	.00	.00
	TOTAL JAIL AIR HANDLER REPLAC	.00	.00	.00	.00	.00	.00
DEPT TOTAL-610017 JAIL CAMERA SYSTEM							
1ST SUBTOTAL-56000 CAPITAL OUTLAY							
56200	BUILDINGS	.00	.00	.00	.00	.00	.00
	TOTAL CAPITAL OUTLAY	.00	.00	.00	.00	.00	.00
	TOTAL JAIL CAMERA SYSTEM	.00	.00	.00	.00	.00	.00
DEPT TOTAL-610019 JAIL LOCK-DOWN CELL DOORS							
1ST SUBTOTAL-56000 CAPITAL OUTLAY							
56200	BUILDINGS	.00	.00	.00	.00	.00	.00
	TOTAL CAPITAL OUTLAY	.00	.00	.00	.00	.00	.00
	TOTAL JAIL LOCK-DOWN CELL DOO	.00	.00	.00	.00	.00	.00
DEPT TOTAL-610020 JAIL RENOVAT FEMALE/JUVE							
1ST SUBTOTAL-56000 CAPITAL OUTLAY							
56200	BUILDINGS	.00	.00	.00	.00	.00	.00
	TOTAL CAPITAL OUTLAY	.00	.00	.00	.00	.00	.00
	TOTAL JAIL RENOVAT FEMALE/JUV	.00	.00	.00	.00	.00	.00
DEPT TOTAL-610021 AG CENTER RENOVATION							
1ST SUBTOTAL-53000 OPERATING EXPENSES							
53100	PROFESSIONAL SERVICES	.00	.00	.00	.00	.00	.00
	TOTAL OPERATING EXPENSES	.00	.00	.00	.00	.00	.00
1ST SUBTOTAL-56000 CAPITAL OUTLAY							
56200	BUILDINGS	.00	.00	.00	.00	.00	.00
	TOTAL CAPITAL OUTLAY	.00	.00	.00	.00	.00	.00
	TOTAL AG CENTER RENOVATION	.00	.00	.00	.00	.00	.00
DEPT TOTAL-610022							
1ST SUBTOTAL-56000 CAPITAL OUTLAY							

SELECTION CRITERIA: orgn.fund='301'
ACCOUNTING PERIOD: 13/25

SORTED BY: FUND,DEPT TOTAL,1ST SUBTOTAL,ACCOUNT
TOTALED ON: FUND,DEPT TOTAL,1ST SUBTOTAL
PAGE BREAKS ON: FUND

FUND-301 CAPITAL PROJECTS-GENERAL
DEPT TOTAL-610022
1ST SUBTOTAL-56000 CAPITAL OUTLAY

ACCOUNT	- - - - - TITLE - - - - -	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
56300	IMPROV OTHER THAN BUILDG	.00	.00	.00	.00	.00	.00
	TOTAL CAPITAL OUTLAY	.00	.00	.00	.00	.00	.00
	TOTAL	.00	.00	.00	.00	.00	.00
DEPT TOTAL-610024 W A WOODHAM BLDG -ROOF							
1ST SUBTOTAL-56000 CAPITAL OUTLAY							
56200	BUILDINGS	.00	.00	.00	.00	.00	.00
	TOTAL CAPITAL OUTLAY	.00	.00	.00	.00	.00	.00
	TOTAL W A WOODHAM BLDG -ROOF	.00	.00	.00	.00	.00	.00
DEPT TOTAL-610025 W A WOODHAM - CHILLER							
1ST SUBTOTAL-56000 CAPITAL OUTLAY							
56200	BUILDINGS	.00	.00	.00	.00	.00	.00
56300	IMPROV OTHER THAN BUILDG	.00	.00	.00	.00	.00	.00
	TOTAL CAPITAL OUTLAY	.00	.00	.00	.00	.00	.00
	TOTAL W A WOODHAM - CHILLER	.00	.00	.00	.00	.00	.00
DEPT TOTAL-610032 TAX COLLECTOR DL OFFICE							
1ST SUBTOTAL-53000 OPERATING EXPENSES							
53100	PROFESSIONAL SERVICES	.00	.00	.00	.00	.00	.00
	TOTAL OPERATING EXPENSES	.00	.00	.00	.00	.00	.00
1ST SUBTOTAL-56000 CAPITAL OUTLAY							
56260	RENOVATIONS	.00	.00	.00	.00	.00	.00
56300	IMPROV OTHER THAN BUILDG	.00	.00	.00	.00	.00	.00
	TOTAL CAPITAL OUTLAY	.00	.00	.00	.00	.00	.00
1ST SUBTOTAL-57000 DEBT SERVICE							
57300	OTHER DEBT SERVICE COSTS	.00	.00	.00	.00	.00	.00
	TOTAL DEBT SERVICE	.00	.00	.00	.00	.00	.00
	TOTAL TAX COLLECTOR DL OFFICE	.00	.00	.00	.00	.00	.00
DEPT TOTAL-610036 STEVENS SCHOOL PROJECT							
1ST SUBTOTAL-53000 OPERATING EXPENSES							
53100	PROFESSIONAL SERVICES	.00	.00	.00	.00	.00	.00
53400	OTHER CONTRACTUAL SERVIC	.00	.00	.00	.00	.00	.00
54600	REPAIR & MAINTENANCE	.00	.00	.00	.00	.00	.00
54900	OTHER CURRENT CHGS & OBL	.00	.00	.00	.00	.00	.00
55200	OPERATING SUPPLIES	.00	.00	.00	.00	.00	.00
	TOTAL OPERATING EXPENSES	.00	.00	.00	.00	.00	.00
1ST SUBTOTAL-56000 CAPITAL OUTLAY							

SELECTION CRITERIA: orgn.fund='301'
ACCOUNTING PERIOD: 13/25

SORTED BY: FUND,DEPT TOTAL,1ST SUBTOTAL,ACCOUNT
TOTALED ON: FUND,DEPT TOTAL,1ST SUBTOTAL
PAGE BREAKS ON: FUND

FUND-301 CAPITAL PROJECTS-GENERAL
DEPT TOTAL-610036 STEVENS SCHOOL PROJECT
1ST SUBTOTAL-56000 CAPITAL OUTLAY

ACCOUNT	- - - - - TITLE - - - - -	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
56100	LAND	.00	.00	.00	.00	.00	.00
56200	BUILDINGS	.00	.00	.00	.00	.00	.00
56300	IMPROV OTHER THAN BUILDG	.00	.00	.00	.00	.00	.00
	TOTAL CAPITAL OUTLAY	.00	.00	.00	.00	.00	.00
	TOTAL STEVENS SCHOOL PROJECT	.00	.00	.00	.00	.00	.00
DEPT TOTAL-610037 NEW RADIO SYSTEM							
1ST SUBTOTAL-56000 CAPITAL OUTLAY							
56300	IMPROV OTHER THAN BUILDG	.00	.00	.00	.00	.00	.00
56333	ENGINEERING - ROADS	.00	.00	.00	.00	.00	.00
	TOTAL CAPITAL OUTLAY	.00	.00	.00	.00	.00	.00
	TOTAL NEW RADIO SYSTEM	.00	.00	.00	.00	.00	.00
DEPT TOTAL-620060 HOSPITAL CHILLER							
1ST SUBTOTAL-56000 CAPITAL OUTLAY							
56300	IMPROV OTHER THAN BUILDG	.00	.00	.00	.00	.00	.00
	TOTAL CAPITAL OUTLAY	.00	.00	.00	.00	.00	.00
	TOTAL HOSPITAL CHILLER	.00	.00	.00	.00	.00	.00
DEPT TOTAL-650011 2012 AMBULANCE REMOUNTS							
1ST SUBTOTAL-56000 CAPITAL OUTLAY							
56400	MACHINERY & EQUIPMENT	.00	.00	.00	.00	.00	.00
	TOTAL CAPITAL OUTLAY	.00	.00	.00	.00	.00	.00
1ST SUBTOTAL-57000 DEBT SERVICE							
57300	OTHER DEBT SERVICE COSTS	.00	.00	.00	.00	.00	.00
	TOTAL DEBT SERVICE	.00	.00	.00	.00	.00	.00
1ST SUBTOTAL-59000 OTHER USES							
59106	TRANSFER TO GRANTS FUND	.00	.00	.00	.00	.00	.00
	TOTAL OTHER USES	.00	.00	.00	.00	.00	.00
	TOTAL 2012 AMBULANCE REMOUNTS	.00	.00	.00	.00	.00	.00
	TOTAL CAPITAL PROJECTS-GENERA	.00	.00	.00	.00	.00	.00
TOTAL REPORT		.00	.00	.00	.00	.00	.00

BA# 2025-103

Gadsden County BOCC Budget Amendment Form

Date: 11/20/2025
Fiscal Year: 2024-2025
Fund/Dept 313/620056
Agenda Item:

Intra-departmental
BOCC Motion
BOCC Resolution
BOCC Public Hearing

Revenue

Fund	Dept.	Account	Account Description	Beginning Bud.	+/- $	Ending Bud.
313		389-9001	BALANCE FWD CASH FORWARD	68,108.54	21,513.75	89,622.29
				-		

#1 Subtotal	**68,108.54**	**21,513.75**	**89,622.29**

Expenditure

Fund	Dept.	Account	Account Description	Beginning Bud.	+/- $	Ending Bud.
313	620056	53400	OTHER CONTRACTUAL SERVICES	-	21,513.75	21,513.75

#2 Subtotal	**-**	**21,513.75**	**21,513.75**

#3 Balancing (Subtotal Line #1 Less Subtotal Line 2) -

Notes

Approved By:
Budget Director _____
County Manager _____

Posting
Finance Director _____
Date _____

SELECTION CRITERIA: orgn.fund='313'
ACCOUNTING PERIOD: 13/25

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL,ACCOUNT
TOTALED ON: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL
PAGE BREAKS ON: FUND

FUND-313 CAPITAL PROJECT-PUB WORKS
FUNCTION-300 CAPITAL PROJECTS FUNDS
ACTIVITY- TITLE NOT FOUND
DEPT TOTAL- TITLE NOT FOUND
1ST SUBTOTAL-360000 MISCELLANEOUS REVENUES

ACCOUNT - - - - - TITLE - - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
3611000 INTEREST-ST BOARD OF ADM	23,910.62	.00	.00	23,910.62	.00	100.00
3611005 INTEREST-CAPITAL CITY BN	190.73	.00	.00	190.73	.00	100.00
TOTAL MISCELLANEOUS REVENUES	24,101.35	.00	.00	24,101.35	.00	100.00
1ST SUBTOTAL-380000 OTHER SOURCES						
3899001 BALANCE FWD CASH FORWARD	68,108.54	.00	.00	.00	68,108.54	.00
TOTAL OTHER SOURCES	68,108.54	.00	.00	.00	68,108.54	.00
TOTAL TITLE NOT FOUND	92,209.89	.00	.00	24,101.35	68,108.54	26.14
TOTAL TITLE NOT FOUND	92,209.89	.00	.00	24,101.35	68,108.54	26.14
TOTAL CAPITAL PROJECTS FUNDS	92,209.89	.00	.00	24,101.35	68,108.54	26.14
TOTAL CAPITAL PROJECT-PUB WOR	92,209.89	.00	.00	24,101.35	68,108.54	26.14
TOTAL REPORT	92,209.89	.00	.00	24,101.35	68,108.54	26.14

SELECTION CRITERIA: orgn.fund='313'
ACCOUNTING PERIOD: 13/25

SORTED BY: FUND,DEPT TOTAL,1ST SUBTOTAL,ACCOUNT
TOTALED ON: FUND,DEPT TOTAL,1ST SUBTOTAL
PAGE BREAKS ON: FUND,DEPT TOTAL

FUND-313 CAPITAL PROJECT-PUB WORKS
DEPT TOTAL-620056 ROAD PAVING
1ST SUBTOTAL-53000 OPERATING EXPENSES

ACCOUNT	- - - - - TITLE - - - - -	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
53400	OTHER CONTRACTUAL SERVIC	.00	21,513.75	.00	21,513.75	-21,513.75	.00
54400	RENTALS & LEASES	360.00	.00	.00	360.00	.00	100.00
54600	REPAIR & MAINTENANCE	4,055.26	.00	.00	4,055.26	.00	100.00
55300	ROAD MATERIALS & SUPPLIE	1,744.63	.00	.00	1,744.63	.00	100.00
	TOTAL OPERATING EXPENSES	6,159.89	21,513.75	.00	27,673.64	-21,513.75	449.26
1ST SUBTOTAL-56000 CAPITAL OUTLAY							
56300	IMPROV OTHER THAN BUILDG	86,050.00	.00	.00	86,050.00	.00	100.00
	TOTAL CAPITAL OUTLAY	86,050.00	.00	.00	86,050.00	.00	100.00
	TOTAL ROAD PAVING	92,209.89	21,513.75	.00	113,723.64	-21,513.75	123.33
	TOTAL CAPITAL PROJECT-PUB WOR	92,209.89	21,513.75	.00	113,723.64	-21,513.75	123.33
TOTAL REPORT		92,209.89	21,513.75	.00	113,723.64	-21,513.75	123.33

SELECTION CRITERIA: genledgr.fund='313'
ACCOUNTING PERIOD: 13/25

FUND - 313 - CAPITAL PROJECT-PUB WORKS

ACCOUNT - - - - - TITLE - - - - -	DEBITS	CREDITS
101001 Disbursement Cash	3,795.45	
TOTAL CASH IN BANK	3,795.45	.00
151100 Investments at SBA	410,230.12	
TOTAL INVESTMENTS	410,230.12	.00
TOTAL ASSETS	414,025.57	.00
201001 Vouchers Payable		21,513.75
TOTAL Vouchers Payable	.00	21,513.75
TOTAL LIABILITIES	.00	21,513.75
TOTAL CONTROL ACCOUNTS	205,933.53	116,311.24
281000 RESTRICTED FUND BALANCE		482,134.11
TOTAL RESTRICTED FUND BALANCE	.00	482,134.11
TOTAL EQUITIES	205,933.53	598,445.35
TOTAL CAPITAL PROJECT-PUB WORKS	619,959.10	619,959.10
TOTAL REPORT	619,959.10	619,959.10

BA# 2025-104

Gadsden County BOCC Budget Amendment Form

Date: 11/20/2025
Fiscal Year: 2024-25
Department: Fund 112/ Dept 0126
Agenda Item: N/A

Intra-departmental
BOCC Motion
BOCC Resolution 2025-059
BOCC Public Hearing **Yes**

Revenue

Fund	Dept.	Account	Account Description	Beginning Bud.	+/- $	Ending Bud.
112		3899001	Balance Fwd Cash Forward	557,614.00	210,000.00	767,614.00
						-
						-
						-
#1 Subtotal				**557,614.00**	**210,000.00**	**767,614.00**

Expenditure

Fund	Dept.	Account	Account Description	Beginning Bud.	+/- $	Ending Bud.
112	0126	54600	Repair & Maintenance	10,000.00	183,074.00	193,074.00
112	0126	54500	Insurance	-	26,926.00	26,926.00
						-
						-
#2 Subtotal				**10,000.00**	**210,000.00**	**220,000.00**

Approved By:
Budget Director _____
County Manager _____

Posting
Finance Director _____
Date _____

GADSDEN COUNTY BOCC
EXPENDITURE STATUS REPORT

SELECTION CRITERIA: expledgr.key_orgn='0126'
ACCOUNTING PERIOD: 13/25

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL,ACCOUNT
TOTALED ON: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL
PAGE BREAKS ON: FUND

FUND-112 COUNTY TRANSPORTATION #1 1ST SUBTOTAL-51000 PERSONAL SERVICES
FUNCTION-540 TRANSPORTATION
ACTIVITY-541 ROAD & STREET FACILITIES
DEPT TOTAL-0126 PAVED ROAD MAINTENANCE

ACCOUNT	- - - - - TITLE - - - - -	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
51200	REGULAR SALARIES & WAGES	2,063,439.00	75,869.26	.00	1,995,750.00	67,689.00	96.72
51300	OTHER SALARIES & WAGES	.00	.00	.00	36,750.00	-36,750.00	.00
51400	OVERTIME	30,000.00	3,817.19	.00	60,351.30	-30,351.30	201.17
52100	FICA TAXES	160,148.00	5,916.13	.00	155,352.35	4,795.65	97.01
52200	RETIREMENT CONTRIBUTIONS	285,336.00	11,348.77	.00	287,500.20	-2,164.20	100.76
52300	HEALTH INSURANCE	598,287.00	.00	.00	528,423.67	69,863.33	88.32
52310	LIFE INSURANCE	1,782.00	.00	.00	1,546.47	235.53	86.78
52400	WORKER'S COMPENSATION	150,000.00	.00	.00	197,500.75	-47,500.75	131.67
52500	UNEMPLOYMENT COMPENSATIO	1,000.00	.00	.00	.00	1,000.00	.00
	TOTAL PERSONAL SERVICES	3,289,992.00	96,951.35	.00	3,263,174.74	26,817.26	99.18
	1ST SUBTOTAL-53000 OPERATING EXPENSES						
53100	PROFESSIONAL SERVICES	50,000.00	15,020.00	.00	30,199.00	19,801.00	60.40
53161	CREDIT CARD PROC FEE	.00	.00	.00	3.11	-3.11	.00
53400	OTHER CONTRACTUAL SERVIC	20,000.00	.00	.00	29,315.00	-9,315.00	146.58
53406	CONTRACTUAL - SECURITY	.00	.00	.00	2,023.50	-2,023.50	.00
54000	TRAVEL & PER DIEM	2,500.00	105.00	.00	1,055.00	1,445.00	42.20
54100	COMMUNICATION SERVICES	500.00	.00	.00	1,916.44	-1,416.44	383.29
54130	POSTAGE & FREIGHT	4,000.00	487.18	.00	7,192.29	-3,192.29	179.81
54310	WASTE DISPOSAL	10,000.00	140.00	.00	800.00	9,200.00	8.00
54400	RENTALS & LEASES	2,000.00	1,189.50	.00	7,327.50	-5,327.50	366.38
54452	RENTALS & LEASE-VEHICLE	49,824.00	.00	.00	2,348.25	47,475.75	4.71
54500	INSURANCE	.00	.00	.00	26,925.31	-26,925.31	.00
54600	REPAIR & MAINTENANCE	17,000.00	38,613.25	.00	366,675.88	-349,675.88	2156.92
54627	REPAIR & MAINT.-VEHICLES	3,840.00	.00	.00	3,510.68	329.32	91.42
54700	PRINTING & BINDING	500.00	.00	.00	29.00	471.00	5.80
54800	PROMOTIONAL ACTIVITIES	.00	.00	.00	459.33	-459.33	.00
54900	OTHER CURRENT CHGS & OBL	10,000.00	.00	.00	2,740.00	7,260.00	27.40
54959	LATE FEE	.00	.00	.00	13.74	-13.74	.00
54960	FINANCE CHARGE	.00	.00	.00	154.48	-154.48	.00
54961	ADMINISTRATIVE COSTS	.00	.00	.00	240.00	-240.00	.00
55100	OFFICE SUPPLIES	100.00	1,534.39	.00	11,083.18	-10,983.18	11083.18
55200	OPERATING SUPPLIES	10,000.00	2,141.55	.00	29,284.80	-19,284.80	292.85
55208	UNIFORMS	30,000.00	3,942.17	.00	65,817.96	-35,817.96	219.39
55210	GAS & OIL	.00	1,095.21	.00	8,052.11	-8,052.11	.00
55300	ROAD MATERIALS & SUPPLIE	200,000.00	16,338.22	.00	280,411.56	-80,411.56	140.21
55401	TRAINING & EDUCATIONAL	5,500.00	.00	.00	480.00	5,020.00	8.73
55454	TITLES/REG/PERMITS	300.00	.00	.00	635.25	-335.25	211.75
	TOTAL OPERATING EXPENSES	416,064.00	80,606.47	.00	878,693.37	-462,629.37	211.19
	1ST SUBTOTAL-56000 CAPITAL OUTLAY						
56007	EQUIPMENT UNDER $5000	.00	.00	.00	2,990.68	-2,990.68	.00
56300	IMPROV OTHER THAN BUILDG	11,999.00	.00	.00	4,825.50	7,173.50	40.22
56400	MACHINERY & EQUIPMENT	.00	203,474.31	.00	203,474.31	-203,474.31	.00
	TOTAL CAPITAL OUTLAY	11,999.00	203,474.31	.00	211,290.49	-199,291.49	1760.90

GADSDEN COUNTY BOCC
REVENUE STATUS REPORT

SELECTION CRITERIA: orgn.fund='112'
ACCOUNTING PERIOD: 13/25

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL,ACCOUNT
TOTALED ON: FUND,FUNCTION,ACTIVITY,DEPT TOTAL,1ST SUBTOTAL
PAGE BREAKS ON: FUND

FUND-112 COUNTY TRANSPORTATION #1 1ST SUBTOTAL-310000 TAXES
FUNCTION-100 SPECIAL REVENUE FUND
ACTIVITY- TITLE NOT FOUND
DEPT TOTAL- TITLE NOT FOUND

ACCOUNT - - - - - TITLE - - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
3123000 COUNTY 9TH CENT FUEL TAX	60,000.00	4,339.26	.00	69,991.80	-9,991.80	116.65
3123001 TIER II & TIER III DIESE	1,051,750.00	.00	.00	726,340.84	325,409.16	69.06
3124101 FIRST LOCAL OPT TAX 6CT	1,388,372.00	241,894.01	.00	1,336,975.14	51,396.86	96.30
3126001 SMALL COUNTY SURTAX	1,861,036.00	105,875.92	.00	1,975,466.60	-114,430.60	106.15
TOTAL TAXES	4,361,158.00	352,109.19	.00	4,108,774.38	252,383.62	94.21
1ST SUBTOTAL-330000 INTERGOVERNMENT REVENUE						
3354900 MOTR FUEL USE TAXFS260.6	1,000.00	.00	.00	.00	1,000.00	.00
TOTAL INTERGOVERNMENT REVENUE	1,000.00	.00	.00	.00	1,000.00	.00
1ST SUBTOTAL-340000 CHARGES FOR SERVICES						
3491004 FEES-ROAD DEPARTMENT	10,000.00	56,947.96	.00	65,677.96	-55,677.96	656.78
3491005 FEES-ROAD MAINT-MIDWAY	.00	.00	.00	7,824.00	-7,824.00	.00
3491012 FEES-ROAD MAINT-GRETNA	.00	66.82	.00	66.82	-66.82	.00
3491013 FEES- FLEET OPERATIONS	90,000.00	4,105.37	.00	123,167.99	-33,167.99	136.85
3491017 FEES - ROAD MAINT-QUINCY	.00	5,485.58	.00	8,746.32	-8,746.32	.00
3491018 TRAFFIC SIGNAL	15,000.00	.00	.00	15,656.00	-656.00	104.37
TOTAL CHARGES FOR SERVICES	115,000.00	66,605.73	.00	221,139.09	-106,139.09	192.29
1ST SUBTOTAL-341000 GENERAL GOV'T (NON-COURT)						
3413007 FEES-PUBLIC WORKS WK PRG	30.00	.00	.00	20.00	10.00	66.67
TOTAL GENERAL GOV'T (NON-COUR	30.00	.00	.00	20.00	10.00	66.67
1ST SUBTOTAL-360000 MISCELLANEOUS REVENUES						
3611000 INTEREST-ST BOARD OF ADM	110,000.00	.00	.00	49,007.85	60,992.15	44.55
3611005 INTEREST-CAPITAL CITY BN	25,000.00	1,905.19	.00	14,519.49	10,480.51	58.08
3641001 DISPOSITION OF FIXED AST	.00	.00	.00	32,490.00	-32,490.00	.00
3641003 INSUR PROC. FIXED ASSETS	.00	10,000.00	.00	35,562.84	-35,562.84	.00
3651002 SALE OF SURPLUS & SCRAP	2,000.00	.00	.00	2,350.50	-350.50	117.53
3699001 MISC REV OTHER	2,000.00	.00	.00	4,979.52	-2,979.52	248.98
TOTAL MISCELLANEOUS REVENUES	139,000.00	11,905.19	.00	138,910.20	89.80	99.94
1ST SUBTOTAL-370000 ADJUSTMENTS TO REVENUE						
3700001 LESS 5% ESTIMATED REVENU	-218,108.00	.00	.00	.00	-218,108.00	.00
TOTAL ADJUSTMENTS TO REVENUE	-218,108.00	.00	.00	.00	-218,108.00	.00
1ST SUBTOTAL-380000 OTHER SOURCES						
3811026 TRANSFER FROM DEBT SERVI	886,197.00	.00	.00	886,197.00	.00	100.00
3830001 OTHER FINANCING SOURCES	.00	203,474.31	.00	203,474.31	-203,474.31	.00
3899001 BALANCE FWD CASH FORWARD	557,614.00	.00	.00	.00	557,614.00	.00
TOTAL OTHER SOURCES	1,443,811.00	203,474.31	.00	1,089,671.31	354,139.69	75.47
TOTAL TITLE NOT FOUND	5,841,891.00	634,094.42	.00	5,558,514.98	283,376.02	95.15
TOTAL TITLE NOT FOUND	5,841,891.00	634,094.42	.00	5,558,514.98	283,376.02	95.15

Board of County Commissioners
Agenda Request

Date of Meeting: December 2, 2025

Date Submitted: November 14, 2025

To: Honorable Chairman and Members of the Board

From: Reginald James, Interim County Administrator
Kassandra McGlonn, Grants Administrator

Subject: Approval of Change Order #4 between Graybelle Construction for the W.S. Stevens Covid Shelter.

Statement of Issue:

This item seeks Board approval of the approval for Change Order #4 for Graybelle Construction.

Background:

CO #4 included moneys that were already in Graybelle's contract under the "Contingency" line item. The solution is simple. We just need to issue a revised CO #4, only increasing the total contract by the savings that the County realized by the underrun in Admin and Engineering ($20.937.72). This would result in a total contract amount to Graybelle of $1,637,617.72.

Analysis:

See attached.

Fiscal Impact:

This change order includes purchases such as appliances, work tables, awning, etc., totaling

$40,810.00 (see attached). The change order authorizes the use of the remaining $19,872.28 in contingency and adds an additional $20,937.72 to the contract, exhausting all remaining grant funds.

Options:

1. Approve the Change Order Request

2. Do not approve.
3. Board direction.

County Administrator's Recommendation:

Option 1

Attachments:

A. Change Order 4

EJCDC
ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

Change Order No. 4

Date of Issuance:	11/4/25	Effective Date:	11/4/25
Owner:	Gadsden County BOCC 1 East Jefferson Street, Ste B Quincy, FL 32351	Owner's Contract No.:	
Contractor:	Graybelle Construction 1588 Marion Ct. Tallahassee, FL 32303	Contractor's Project No.:	
Engineer:	Dewberry Engineers Inc. 101 N Monroe St, Suite 710 Tallahassee, FL 32309	Engineer's Project No.:	50154474
Project:	W.S. Stevens Covid Shelter	Contract Name:	

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

Description: This change order includes purchases such as appliances, work tables, awning, etc., totaling $40,810.00 (see attached). The change order authorizes the use of the remaining $19,872.28 in contingency and adds an additional $20,937.72 to the contract, exhausting all remaining grant funds.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price: $ 1,658,680.00	Original Contract Times: Substantial Completion: 190 days Ready for Final Payment: 210 days
Decrease from previously approved Change Orders No. 1 to No. 2: $ 42,000.00	**[Increase]** from previously approved Change Orders No. 0 to No. 3: Substantial Completion: 281 days Ready for Final Payment: 301 days
Contract Price prior to this Change Order: $ 1,616,680.00	Contract Times prior to this Change Order: Substantial Completion: 281 days Ready for Final Payment: 301 days
[Increase] of this Change Order: **$ 20,937.72**	[Increase] [Decrease] of this Change Order: Substantial Completion: N/A Ready for Final Payment: N/A
Contract Price incorporating this Change Order: **$ 1,637,617.72**	Contract Times with all approved Change Orders: Substantial Completion: N/A Ready for Final Payment: N/A

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By:	By:	By: CLY BANKS
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)
Title: Vice President	Title	Title PRESIDENT
Date: 11/04/2025	Date	Date 11/04/2025

Approved by Funding Agency (if applicable)

By: _____ Date: _____

Title: _____

Stevens School Appliance List

Item	Cost	Tax	Delivery and Installation	Mark-Up	Total
Microwave Oven - ACP Model No. RCS10DSE	$664.87	$49.87	$200.00	$182.95	$1,097.69
RANGE, 36", 6 OPEN BURNER Venancio USA Model No. G36ST 36B	$4,592.61	$344.45	$650.00	$1,117.41	$6,704.47
CONVECTION OVEN, ELECTRIC -Southbend (Middleby) Model No. PCE11S/SD	$5,132.45	$384.93	$600.00	$1,223.48	$7,340.86
GAS FLOOR FRYER - VALYR Model No. VALGF 120NG	$860.91	$64.57	$250.00	$235.10	$1,410.57
ICE MAKER, CUBE-STYLE	$6,258.39	$469.38	$475.00	$1,440.55	$8,643.32
WORK TABLE, STAINLESS STEEL TOP Klinger's Trading Model No. 16GA ABST3084	$683.19	$51.24	$35.00	$153.89	$923.32
WORK TABLE, CABINET BASE SLIDING DOORS - Klinger's Trading Model No. BCB3060 W/SHELF	$1,453.94	$109.05	$35.00	$319.60	$1,917.58
WORK TABLE, STAINLESS STEEL TOP Klinger's Trading Model No. AST2448	$350.78	$26.31	$35.00	$82.42	$494.51
WORK TABLE, STAINLESS STEEL TOP Klinger's Trading Model No. ABST1848	$317.27	$23.80	$35.00	$75.21	$451.28
WORK TABLE, STAINLESS STEEL TOP Klinger's Trading Model No. 16GA ABST2448	$802.10	$60.16	$35.00	$179.45	$1,076.71
WORK TABLE, STAINLESS STEEL TOP Klinger's Trading Model No. 16GA AST3060	$2,236.58	$167.74	$35.00	$487.86	$2,927.19
GAS CONNECTOR HOSE KIT/ASSEMBLY Krowne Model No. M7548K	$567.00	$42.53	$0.00	$121.91	$731.43
SHELVING, WALL MOUNTED FOR OVER 3-COMP SINK BKWS 1684	$229.11	$17.18	$100.00	$69.26	$415.55
BLUE HOSE GAS CONNECTOR KIT Dormont Manufacturing Model No. 1675KIT48	$269.55	$20.22	$0.00	$57.95	$347.72
BLUE HOSE GAS CONNECTOR KIT Dormont Manufacturing Model No. 16100KIT48	$339.00	$25.43	$0.00	$72.89	$437.31
AWNING					$5,890.50

TOTAL **$40,810.00**

Board of County Commissioners
Agenda Request

Date of Meeting: December 2, 2025

Date Submitted: November 14, 2025

To: Honorable Chairman and Members of the Board

From: Reginald James, Interim County Administrator
Kassandra McGlonn, Grants Administrator and Director of Operations

Subject: Approval of Grant Agreement between Gadsden County and the Florida Department of Transportation.

Statement of Issue:

This item seeks Board approval of the grant agreement between Gadsden County and the Florida Department of Transportation (FDOT) for funding of the landscape improvements along SR 8 (I-10) & SR 267 Pat Thomas Parkway, referred to as the Project.

Background:

FDOT provides funding to local governments through their Roadside Beautification Assistance Program to provide for the conservation of natural roadside growth and security and scenery and for the implementation and maintenance of roadside beautification programs.

Analysis:

The FDOT Beautification funding is state reimbursement funding. The state will reimburse the County for 100% of the total actual costs directly related the Installation Phase of the Project, not to exceed $25,000.00.

The total award amount is $25,000.00.

Fiscal Impact:

Execution of this agreement allows the County an opportunity to make improvement along (I-10) highway. This award will save the County $25,000.00 in improvement costs

Options:

1. Approve the FDOT Beautification Grant Program award for highway improvements.
2. Do not approve.
3. Board direction.

County Administrator's Recommendation:

Option 1

Attachments:

A. FDOT Beautification Grant Agreement (AT514)

JOINT PARTICIPATION AGREEMENT
BETWEEN
STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
AND
GADSDEN COUNTY, FLORIDA

Financial Project No.: **457901-1-58-01**
Contract No.: **AT514**
Vendor No.: **F596000616043**

This Joint Participation Agreement ("Agreement") is between the STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION, "**DEPARTMENT,**" and the COUNTY of GADSDEN, "**COUNTY**." The **DEPARTMENT** and the **COUNTY** are desirous of having the **COUNTY** make certain improvements in connection with **Financial Project Identification Number (FP ID) 457901-1-58-01** for landscape improvements along SR 8 (I-10) & SR 267 Pat Thomas Parkway, GADSDEN County, Florida, hereinafter referred to as the **"PROJECT." The PROJECT will have an Installation Phase and a Maintenance Phase, which is further described herein.** The **DEPARTMENT** and the **COUNTY** may sometimes be referred to in this Agreement as a "Party", and collectively as the "Parties."

1. The **DEPARTMENT** and the **COUNTY** have the authority under Section 339.12, Florida Statutes, to enter into this Agreement; and

2. A Roadside Beautification Assistance Program has been created by Section 334.044(26), Florida Statutes, to "provide for the conservation of natural roadside growth and scenery and for the implementation and maintenance of roadside beautification programs"; and

3. The **COUNTY** has certified the **DEPARTMENT** that it has met the eligibility requirements of said Section 334.044(26), Florida Statutes; and

4. The **DEPARTMENT** shall reimburse the **COUNTY** for services as further described in this Agreement and in Exhibit "A" Scope of Services, attached hereto; and

5. The **COUNTY**, by resolution No. _____, a copy of which is attached hereto as Exhibit "D", has authorized the Mayor or COUNTY Official to enter into this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, promises and representations contained herein, the Parties agree as follows:

6. The recitals in paragraphs 1-5 above are true and correct and are made a part of this Agreement.

7. **SERVICES AND PERFORMANCE**

A. The **COUNTY** shall be responsible for the preparation of all design plans for the **PROJECT** at the **COUNTY's** sole expense. Said design plans shall include the design for the installation and maintenance of any and all plants, planting material, and irrigation systems, to be maintained by the **COUNTY** under this Agreement (the "Plans"). The Plans shall be deemed to be incorporated by this reference into this Agreement upon completion by the **COUNTY.**

B. The **COUNTY** shall have the sole responsibility for resolving claims and requests for the additional work for the **PROJECT**. The **COUNTY** will make best efforts to obtain the **DEPARTMENT'S** input in its decisions.

C. The **COUNTY** shall furnish the services with which to undertake and complete the **PROJECT**, which shall consist of both an i) Installation Phase and ii) Maintenance Phase, said services being further described in Exhibit "A" to this Agreement.

D. The **COUNTY** agrees to undertake and complete the **PROJECT** in accordance with all applicable statutes, rules and regulations, including **DEPARTMENT** standards and specifications and in accordance with District Three Landscape Care Guide – Landscape and Irrigation Care along the State Highway System, dated February 4, 2016, as may be amended or revised from time to time ("Landscape Care Guide"), which is hereby incorporated by reference into this Agreement. The **COUNTY** shall take the necessary steps to ensure the **PROJECT** is completed within state or **COUNTY** right-of-way, or an appropriate easement has been acquired for off right-of-way actions. The **COUNTY** shall be responsible for obtaining clearances/permits required for the **PROJECT** from the appropriate permitting authorities.

i). The **COUNTY** is responsible for obtaining a landscape permit and any bore permits required from the **DEPARTMENT** prior to performing the work.

ii). The **COUNTY** shall notify the **DEPARTMENT** field office responsible for overseeing the **PROJECT** at least 48 hours prior to beginning work on the **PROJECT**.

E. Upon completion of the Installation Phase of the **PROJECT**, the appropriate **COUNTY** representative shall certify to the **DEPARTMENT** that the Installation Phase of **PROJECT** has been completed in accordance with the Plans and specifications, and all the terms and conditions of this Agreement. Said certification shall be done by forwarding a completed Certification of Completion form, attached hereto as Exhibit "C," in accordance with Section 11.L. of this Agreement. Completion of the Installation Phase of the **PROJECT** shall be subject to final acceptance and certification by the **DEPARTMENT**.

F. The **DEPARTMENT** will be entitled at all times to be advised as to the status of work being done by the **COUNTY** and of the details thereof. Therefore, the **COUNTY** shall provide a monthly report on the first business day of the month to the **DEPARTMENT** project manager during the Installation Phase.

G. If the **COUNTY** hires a consultant, it must certify that its consultant has been selected in accordance with the Consultants Competitive Negotiation Act (Section 287.055, Florida Statutes).

H. The **COUNTY** shall not sublet, assign or transfer this Agreement without prior written consent of the **DEPARTMENT**.

I. The **COUNTY** shall have sole responsibility for maintaining the subject landscaping according to **DEPARTMENT** standards and specifications, as well as stipulations outlined in the Landscape Care Guide. Upon the execution of this Agreement, The **COUNTY** certifies that is has received a copy of the Landscape Care Guide and agrees to be bound by the terms and conditions contained therein.

J. Upon completion of the Installation Phase of the **PROJECT** by the **COUNTY**, the **COUNTY** will assume responsibility for the Maintenance Phase of the **PROJECT**, which includes, irrigation and other related materials identified in the Plans, and will conduct such maintenance as specified in accordance with any maintenance plan identified in the notes of the **PROJECT** Plans, as well as the requirements set forth in the Landscape Care Guide. The **COUNTY** shall coordinate with the **DEPARTMENT's** District Landscape Project Manager or their designee to inspect the **PROJECT** on a quarterly basis and subsequently make corrections based on each quarterly inspection. In the event the **COUNTY** fails to maintain the **PROJECT** in accordance with a maintenance schedule and plan, the **DEPARTMENT**, at its option, may perform the required maintenance and the **COUNTY** shall reimburse the **DEPARTMENT** for the costs.

K. The **COUNTY**:

i). Shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the **COUNTY** during the term of the contract; and

ii). Shall expressly require any subcontractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.

8. TERM

A. The **COUNTY** shall commence the project activities subsequent to the execution of this Agreement and said activities shall be performed in accordance with the following schedule:

i). Installation Phase

The term of the Installation Phase of the **PROJECT** shall commence subsequent to execution of this Agreement and shall end on the date the **DEPARTMENT** receives from the **COUNTY** notification and certification of completion of the Installation Phase in accordance with Section 7.E. of this Agreement, or **December 31, 2027**, whichever occurs first. The Installation Phase shall include a 365-day establishment period. If the **COUNTY** does not complete the Installation Phase of the **PROJECT** by **December 31, 2027**, or by the Department's District Secretary or Designee granting a written extension prior to expiration of the Agreement, the Agreement will expire on the last day of the scheduled completion of the Installation Phase as provided in this paragraph.

ii). Maintenance Phase

The term of the Maintenance Phase of the **PROJECT** shall commence on the date the **COUNTY** provides certification of completion of the Installation Phase in accordance with Section 7.E. of this Agreement.

9. REIMBURSEMENT AND PAYMENT

A. i) The total cost of the **PROJECT** is estimated at **$25,000.00.** The **DEPARTMENT** shall reimburse the **COUNTY** for **one hundred percent (100%)** of the total actual costs directly related to the Installation Phase of the **PROJECT,** in an amount not to exceed **TWENTY FIVE THOUSAND and 00/100 DOLLARS ($25,000.00),** for actual costs incurred. It is understood and agreed to by the Parties that the total reimbursement amount under this Agreement shall not exceed **$250,000.00**, unless otherwise provided herein or as may be subsequently agreed to by the Parties through the execution of an amendment. The method of compensation is further described in Exhibit "B", which is attached hereto. Any additional costs, such as design costs of the **PROJECT**, costs relating to the Maintenance Phase of the **PROJECT**, or other items not covered by this Agreement, shall be the **COUNTY's** sole responsibility.

ii) The **COUNTY** shall submit one invoice (3 copies) plus supporting documentation required by the **DEPARTMENT** to the Department's Landscape Project Manager, 1074 Highway 90, Chipley, FL, 32428, for approval and processing.

iii) The **DEPARTMENT** shall reimburse the **COUNTY** upon receipt of a properly submitted invoice and all supporting documentation. Supporting documentation shall include a copy of the cancelled check tendered by the **COUNTY** to the consultant/contractor who performed the work under the **PROJECT**. Supporting documentation shall also include dates of services and items of work performed on the **PROJECT**.

iv) Invoices shall be submitted by the **COUNTY** in detail sufficient for a proper pre-audit and post-audit thereof, based on quantifiable, measurable and verifiable deliverables as established in Exhibit "A," Scope of Services Plans when approved by the **DEPARTMENT**. Deliverables must be received and accepted in writing by the **DEPARTMENT's** Project Manager or designee prior to reimbursements.

v) Supporting documentation must establish that the deliverables were received and accepted in writing by the **DEPARTMENT** and must also establish that the required minimum level of service to be performed was met, and that the criteria for evaluating successful completion was met, as specified in Section 7 and Exhibit "A" of this Agreement.

vi) The **COUNTY** may receive progress payments for deliverables based on a percentage of services that have been completed, approved and accepted to the satisfaction of the **DEPARTMENT** when properly supported by detailed invoices and acceptable evidence of payment. The final balance due under this Agreement will be reimbursed upon completion of all **PROJECT** services, receipt of final construction cost documentation and proper submission of a detailed invoice and when the **PROJECT** has been inspected, approved and accepted to the satisfaction of the **DEPARTMENT** in writing.

vii) If the schedule for performance exceeds 30 days the **COUNTY** shall submit invoices to the **DEPARTMENT** at the end of each calendar month. The **COUNTY** shall prepare and submit monthly invoices to the **DEPARTMENT** in a format acceptable to the **DEPARTMENT**. Optionally, in an extended performance as referred to in this item, the **COUNTY** may submit one complete invoice in the form and in accordance with the method required in items i), ii), iii), iv), v) and vi) above.

viii) If this Agreement involves units of deliverables, then such units must be received and accepted in writing by the Contract Manager prior to payments.

ix) Bills for fees or other compensation for services or expenses shall be submitted in detail sufficient for a proper preaudit and post-audit thereof.

x) Travel costs will not be reimbursed.

B. Records of costs incurred under terms of this Agreement shall be maintained and made available upon request to the **DEPARTMENT** at all times during the period of this Agreement and for five (5) years after final payment is made. Copies of these documents and records shall be furnished to the **DEPARTMENT** upon request. Records of costs incurred includes the **COUNTY's** general accounting records and the project records, together with supporting documents and records of the **COUNTY** and all subcontractors performing work on the **PROJECT**, and all other records of the **COUNTY** and subcontractors considered necessary by the **DEPARTMENT** for a proper audit of costs.

C. The Department's obligation to pay is contingent upon the annual appropriation by the Florida Legislature. In the event this contract is for services in excess of $25,000.00 and a term for a period of more than 1 year, the provisions of §339.135(6) (a), Fla. Stat., are hereby incorporated:

"The Department, during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The Department shall require a statement from the Comptroller of the Department that funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding 1 year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years; and this paragraph shall be incorporated verbatim in all contracts of the department which are for an amount in excess of $25,000 and which have a term for a period of more than 1 year."

The County agrees that in the event the funds are not appropriated to the Department then this Agreement may be terminated. Department shall notify the County in writing within thirty days of the date Department is notified by the Legislature the funds shall not be appropriated. Upon notification by Department that funds are not appropriated and this Agreement is terminated the County shall no longer be obligated to provide services not yet rendered. Nothing in this termination clause shall exempt the County from continuing to provide services already paid for by the Department.

10. TERMINATION AND DEFAULT

A. If the **DEPARTMENT** determines the performance of the **COUNTY** is not satisfactory, the **DEPARTMENT** shall have the option of (a) immediately terminating the Agreement, or (b) notifying the **COUNTY** of the deficiency with a requirement that the deficiency be corrected within a specified time, otherwise the Agreement will be terminated at the end of such time, or the **DEPARTMENT** will take whatever action is deemed appropriate by the **DEPARTMENT**.

B. The **DEPARTMENT** may cancel this Agreement in whole or in part at any time the interest of the **DEPARTMENT** requires such termination. The

DEPARTMENT also reserves the right to terminate or cancel this Agreement in the event the **COUNTY** shall be placed in either voluntary or involuntary bankruptcy. The **DEPARTMENT** further reserves the right to terminate or cancel this Agreement in the event of an assignment being made for the benefit of creditors. This Agreement may be canceled by the **COUNTY** upon (60) sixty days written notice to the **DEPARTMENT**.

C. If the **DEPARTMENT** requires termination of the Agreement for reasons other than unsatisfactory performance of the **COUNTY**, the **DEPARTMENT** shall notify the **COUNTY** of such termination, with instructions to the effective date of termination or specify the stage of work at which the Agreement is to be terminated.

D. If the Agreement is terminated before performance is completed, the **COUNTY** shall be paid only for that work satisfactorily performed for which costs can be substantiated. Such payment, however, may not exceed an amount which is the same percentage of the contract price as the amount of work satisfactorily completed is a percentage of the total work called for by this Agreement. All work in progress will become the property of the **DEPARTMENT** and will be turned over promptly by the **COUNTY**.

11. MISCELLANEOUS

A. Participants (in this document identified as **COUNTY**) providing goods and services to the **DEPARTMENT** should be aware of the following time frames. Upon receipt, the **DEPARTMENT** has ten (10) working days to inspect and approve the goods and services unless the bid specifications, purchase order or contract specify otherwise. The **DEPARTMENT** has twenty (20) days to deliver a request for payment (voucher) to the Department of Financial Services. The twenty (20) days are measured from the latter of the date the invoice is received, or the goods or services are received, inspected, and approved.

B. If a warrant in payment of an invoice is not issued within forty (40) days after receipt of the invoice and receipt, inspection, and approval of the goods and services, a separate interest penalty at a rate as established pursuant to Section 55.03(1), F.S., will be due and payable, in addition to the invoice amount to the **COUNTY**. Interest penalties of less than one (1) dollar will not be enforced unless the **COUNTY** requests payment. Invoices which have to be returned to a **COUNTY** because of **COUNTY** preparation errors will result in a delay in the payment. The invoice payment requirements do not start until a properly completed invoice is provided to the **DEPARTMENT**.

C. A Vendor Ombudsman has been established within the Department of Financial Services. The duties of this individual include acting as an advocate for Participants who may be experiencing problems in obtaining timely payment(s) from the **DEPARTMENT**. The Vendor Ombudsman may be contacted at (850)

413-5509.

D. The **COUNTY** shall allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the **COUNTY** in conjunction with this Agreement. Failure by the **COUNTY** to grant such public access shall be grounds for immediate unilateral cancellation of this Agreement by the **DEPARTMENT**.

E. The **COUNTY** shall comply with all federal, state and local laws and ordinances applicable to the work or payment for work thereof. The **COUNTY** shall not discriminate on the grounds of race, color, religion, sex or national origin in the performance of work under this Agreement.

F. No funds received pursuant to this Agreement may be expended for lobbying the Legislature, the judicial branch, or a state agency.

G. The **COUNTY** and the **DEPARTMENT** agree that the **COUNTY**, its employees, and subcontractors are not agents of the **DEPARTMENT** as a result of this Agreement.

H. It is understood between the Parties hereto that any part of or the entire **PROJECT** may be removed, relocated or adjusted at any time in the future as determined to be necessary by the **DEPARTMENT** in order that the associated state road be widened, altered or otherwise changed to meet with the future criteria or planning of the **DEPARTMENT**. The **DEPARTMENT** shall give the **COUNTY** notice regarding such removal, relocation or adjustment and the **COUNTY** shall be allowed sixty (60) calendar days to remove all or part of the **PROJECT** at its own cost. The **COUNTY** shall own that part of the **PROJECT** it removes. After the sixty (60) calendar day's removal period, the **DEPARTMENT** may remove, relocate or adjust the **PROJECT** as it deems best. Wherever the **COUNTY** removes a **PROJECT** pursuant to this Agreement, the **COUNTY** shall restore the surface of the affected portion of the **PROJECT'S** premises to the same safe and trafficable condition as existed prior to installation of such **PROJECT**.

I. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Florida. Any provision herein determined by a court of competent jurisdiction, or any other legally constituted body having jurisdiction, to be invalid or unenforceable shall be severable and the remainder of this Agreement shall remain in full force and effect, provided that the invalidated or unenforceable provision is not material to the intended operation of this Agreement. Venue of any judicial proceedings arising out of this Agreement shall be in Leon County, Florida.

J. This document incorporates and includes all prior negotiations, correspondence, conversations, agreements, or understandings applicable to the matters contained

herein, and the Parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior representation or agreements whether oral or written. It is further agreed that no modification, amendment, or alteration in the terms and conditions herein, nor any extension of time for completion of any phase of the PROJECT, shall be effective unless contained in a written document executed with the same formality and of equal dignity herewith.

K. PUBLIC ENTITY CRIME INFORMATION AND ANTI-DISCRIMINATION STATEMENT: A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list. An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity.

L. Any and all notices, reports, invoices, and certifications required pursuant to the terms of this Agreement shall be sent by First Class United States Mail to the addresses listed below; provided, however, that the **DEPARTMENT** may, by written authorization to the **COUNTY**, allow for a separate means of notification:

DEPARTMENT
Kristi Patterson, District Landscape
Florida Department of Transportation
1074 Highway 90
Chipley, FL 32428

COUNTY
Kassandra Lynn McGlonn, DrPH, CHES®
Grants Administrator
Gadsden County Board of County Commissioners
9 - B. East Jefferson Street - Room 106
Quincy, Florida 32351

M. The **DEPARTMENT** and the **COUNTY** agree to comply with Section 20.055(5), Florida Statutes, and to incorporate in all subcontracts the obligation to comply with Section 20.055(5), Florida Statutes.

N. The **COUNTY** agrees to comply with requirements set forth in Section 334.044(26), Florida Statutes.

O. This Agreement shall become effective on the last date of a signature by a Party.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the dates set forth below.

COUNTY OF GADSDEN, FLORIDA

ATTEST:_____(SEAL)
CLERK

BY: _____
TITLE: _____
DATE:_____

_____
COUNTY ATTORNEY

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

ATTEST: _____(SEAL)
EXECUTIVE SECRETARY

BY:_____
DIRECTOR OF
TRANSPORTATION
DEVELOPMENT
DATE:_____

LEGAL REVIEW:

_____
OFFICE OF GENERAL COUNSEL

Exhibit "A"
SCOPE OF SERVICES

Landscape of SR 8 (I-10) & SR 267 Pat Thomas Parkway
GADSDEN COUNTY, Florida

FP ID: 457901-1-58-01

Project: Landscape along SR 8 (I-10) & SR 267 Pat Thomas Parkway

Project Summary: The proposed project will enhance the community's entrance with a distinctive and welcoming feature that promotes pride of place while improving overall aesthetics and safety. A landscaped entry bed (~600 sq ft) will be prepared and planted with perennial shrubs and seasonal flowering color, supported by proper soil preparation, mulch, and edging. An automatic irrigation system with both drip and pop-up sprinklers will be installed and connected to the nearest water source to ensure sustainable plant health. Project will require a one-year establishment by the contractor.

All permits and right-of-way requirements will be coordinated with FDOT District 3 and Gadsden County Public Works to ensure compliance with applicable regulations and standards.

Estimated Cost: $25,000.00

The project design, set-backs, tree heights, etc. are subject to change pending field conditions. Proposed plantings are also subject to change during construction based on availability.

EXHIBIT "B"
Method of Compensation

Landscape of SR 8 (I-10) & SR 267 Pat Thomas Parkway
GADSDEN COUNTY, Florida

FP ID: 457901-1-58-01

For satisfactory completion of all services related to the purchase of the plant materials, fertilizer, and the cost for labor associated with the installation of the planting detailed in Exhibit "A" Scope of Services of this Agreement, the **DEPARTMENT** shall reimburse the **COUNTY** in an amount not to exceed **TWENTY FIVE THOUSAND and 00/100 DOLLARS ($25,000.00),** for actual costs incurred.

The **COUNTY** may receive progress payments for actual costs incurred for deliverables based on the percentage of services that have been completed, approved and accepted to the satisfaction of the **DEPARTMENT** when properly supported by detailed invoices and acceptable evidence of payment. The final balance due under this Agreement will be reimbursed upon completion of all **PROJECT** services, receipt of final construction cost documentation and proper submission of a detailed invoice and when the **PROJECT** has been inspected, approved and accepted to the satisfaction of the **DEPARTMENT** in writing.

EXHIBIT "C"
Certification of Completion

Landscape of SR 8 (I-10) & SR 267 Pat Thomas Parkway
GADSDEN COUNTY, Florida

FP ID: 457901-1-58-01

CERTIFICATION OF COMPLETION

JOINT PARTICIPATION AGREEMENT
Between
THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
and GADSDEN COUNTY

PROJECT DESCRIPTION: **SR 8 (I-10) & SR 267 Pat Thomas Parkway**
GADSDEN COUNTY, Florida

FINANCIAL PROJECT ID# 457901-1-58-01

In accordance with the terms and conditions of the JOINT PARTICIPATION AGREEMENT, the undersigned hereby provides notification that the Installation Phase of Project under this Agreement is complete as of _____, 20___.

By: _____

Name: _____

Title: _____

Exhibit "D"
RESOLUTION

Landscape of SR 8 (I-10) & SR 267 Pat Thomas Parkway
GADSDEN COUNTY, Florida

FP ID: 457901-1-58-01

To: Kristi.Patterson@dot.state.fl.us

FLORIDA DEPARTMENT OF TRANSPORTATION
FUNDS APPROVAL

AT514

10/27/2025

CONTRACT INFORMATION

Contract:	AT514
Contract Type:	AK - PROJ PARTICIPATION (PROJ PART)
Method of Procurement:	X - COMPETITIVE BID (337.11, F.S.; 334.30, F.S.)
Vendor Name:	GADSDEN BOARD COMMISSIONERS
Vendor ID:	F596000616043
Beginning Date of This Agreement:	10/24/2025
Ending Date of This Agreement:	12/31/2027
Contract Total/Budgetary Ceiling:	ct = $25,000.00
Description:	SR 8 (I-10) & SR 267 Pat Thomas Parkway

FUNDS APPROVAL INFORMATION

FUNDS APPROVED/REVIEWED FOR JASON ADANK, CPA, COMPTROLLER ON 10/27/2025

Action:	Original
Reviewed or Approved:	APPROVED
Organization Code:	55034010307
Expansion Option:	A7
Object Code:	132900
Amount:	$25,000.00
Financial Project:	45790115801
Work Activity (FCT):	303
CFDA:	
Fiscal Year:	2026
Budget Entity:	55150200
Category/Category Year:	088716/26
Amendment ID:	O001
Sequence:	00
User Assigned ID:	
Enc Line (6s)/Status:	0001/04

Total Amount: $25,000.00

Board of County Commissioners
Agenda Request

Date of Meeting: December 2, 2025

Date Submitted: November 14, 2025

To: Honorable Chairman and Members of the Board

From: Reginald James, Interim County Administrator
Alton Woodard, Construction Manager

Subject: Approval of Public Outdoor Restroom Plans for Gadsden County Parks and Recreational Department.

Statement of Issue:

This item seeks Board approval of the design and construction of the Public Outdoor Restrooms for the Parks and Recreational department. The parks that will receive the bathrooms are below:

1. Robertsville Community Park
2. St. John Community Park
3. Sawdust Community Park
4. St. Hebron Community Park

Background:

The Parks and Recreational department is requesting construction of public restrooms for (4) of the community parks. The construction team has requested and completed a design and seeks approval by the board to start the bidding process for construction.

Analysis:

The Parks and Recreation Department is requesting approval to begin the bidding process for the construction of public restrooms at four community parks, following the completion of design plans. The estimated cost is $60,000 per restroom, with funding sourced from the department's general budget, except for Robertsville Park, which will be funded through FRDAP grant dollars. This project aims to improve park accessibility and enhance visitor experience.

Fiscal Impact:

Approval of this request will cost the county $180,000 after accounting for the FRDAP-funded restroom. This investment is expected to be absorbed within the current Parks and Recreation budget without requiring additional county appropriations.

Options:

1. Approve the design and construction of the public restroom plans for the (4) county parks.
2. Do not approve.
3. Board direction.

County Administrator's Recommendation:

Option 1

Attachments:

A. Public Outdoor Restroom Plans

PUBLIC OUTDOOR RESTROOMS

1

APPLICABLE DESIGN STANDARDS

The structure is designed to comply with the following

Florida Accessibility Code (FAC)	2023 Edition
Florida Building Code, Building (FBC-B)	2023 Edition
Florida Building Code, Plumbing (FBC-P)	2023 Edition
Florida Fire Prevention Code, 8th edition (FFPC)	2023 Edition
National Electrical Code (NEC)	2020 Edition

Design Wind Speed = 120 mph

MAIN WIND FORCE RESISTING SYSTEM (MWFRS)

ROOF (Load Zones)	WIND LOADS (PRESSURES (psf))
End Zone	-27.4
Interior Zone	-19.1
Wall (Load Zones)	WIND LOADS (PRESSURES (psf))
End Zone	21.6
Interior Zone	20.1

COMPONENT & AND CLADDING PRESSURES (WORST CASE LOADS MAYBE USED)

ROOF (Load Zones)	WIND LOADS (PRESSURES (psf))
1	-25.9
2	-41.3
3	-46.0
Wall (Load Zones)	WIND LOADS PRESSURE (psf)
4	-28.1
5	-36.7

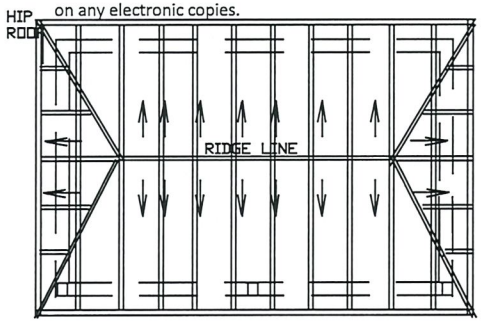
CONSTRUCTION NOTES

Notes:

1. Contractor shall verify all dimensions. Written dimensions supersede scaled dimensions.
2. Design Loads
   Roof
   D.L. = 10 psf
   L.L. = 20 psf
   Floor
   D.L. = 20 psf
   L.L. = 40 psf
   Ramp
   L.L. = 100 psf
   D.L. = 25 psf
   Guardrail and Handrail
   Running = 50 plf
   Concentrated = 200 lbs
   Wind Load (in accordance with Section 1609 FBC 2023)
3. Lumber
   All lumber shall be free of infestation and damage
   All load bearing lumber shall be SYP #1 or stronger, and have a minimum compressive strength of 850 psi, and a minimum bending strength of 1450 psi.
   All load bearing members shall have maximum moisture content 19%
   All exterior lumber or lumber in contact w/concrete shall be Pressure-Treated.
4. Concrete
   All concrete shall have a minimum compressive strength of 3000 psi.
   All steel reinforcement shall be covered with minimum 2 inches of concrete adjacent to grade.
5. Masonry
   All masonry blocks shall be grade-N, type-1.
   All masonry unit blocks shall have a minimum compressive strength of 2500 psi
   All grout and mortar shall be type M or S.
   Walls to be horizontally reinforced w/9 gauge truss or ladder joint reinforcing
   at 16" o.c. vertically.
6. Steel shall conform to ASTM A-615, grade 40 (40 ksi) min.
7. Bolts shall conform grade 40 (40 ksi) to ASTM A307
8. All footings shall bear on firm undisturbed soil or clean compacted fill to min. 95% proctor density. Assumed soil pressure of 2000 psi. Notify engineer if otherwise.

This item has been digitally signed and sealed by Tony McNeal, P.E. on the date adjacent to the seal.

Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

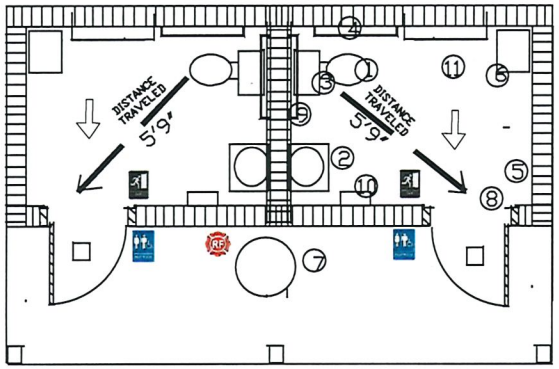


SCOPE OF WORK

CONSTRUCTION OF A 260 SF STAND ALONE PUBLIC RESTROOM FACILITY.

INVENTORIES

TOTAL AREA = 260 SF UNHEATED



UNITS ARE SYMMETRIC

EQUIPMENT SCHEDULE

1. TOILET
2. HANDSINK
3. 24"GRAB BAR
4. 36" GRAB BAR
5. PANIC BAR
6. INTERIOR TRASH CAN
7. EXTERIOR TRASH CAN
8. METAL EXTERIOR DOOR W PANIC BAR
9. TOILET PAPER DISPENSER
10. HAND TOWEL DISPENSER
11. BABY CHANGING STATION (OPTIONAL)

Tony McNeal
Digitally signed by Tony McNeal
Date: 2025.09.09 12:47:54 -04'00'

LIFE SAFETY SYMBOLS

PATH OF EGRESS EXIT ACCESS

BRAILE-TACTILE SIGNING

LIGHT WEIGHT TRUSS SIGN

PLAN INDEX

SHEET	ITEM
1	KEY SHEET
2	BUILDING PLAN (FLOOR PLAN)
3	ELEVATIONS HIP ROOF
4	ELEVATIONS MONO SLOPE
5	PLUMBING PLAN

TONY MCNEAL LICENSE No. 48886 STATE OF FLORIDA PROFESSIONAL ENGINEER

General Notes

PUBLIC OUTDOOR RESTROOMS

Revision/Issue Date

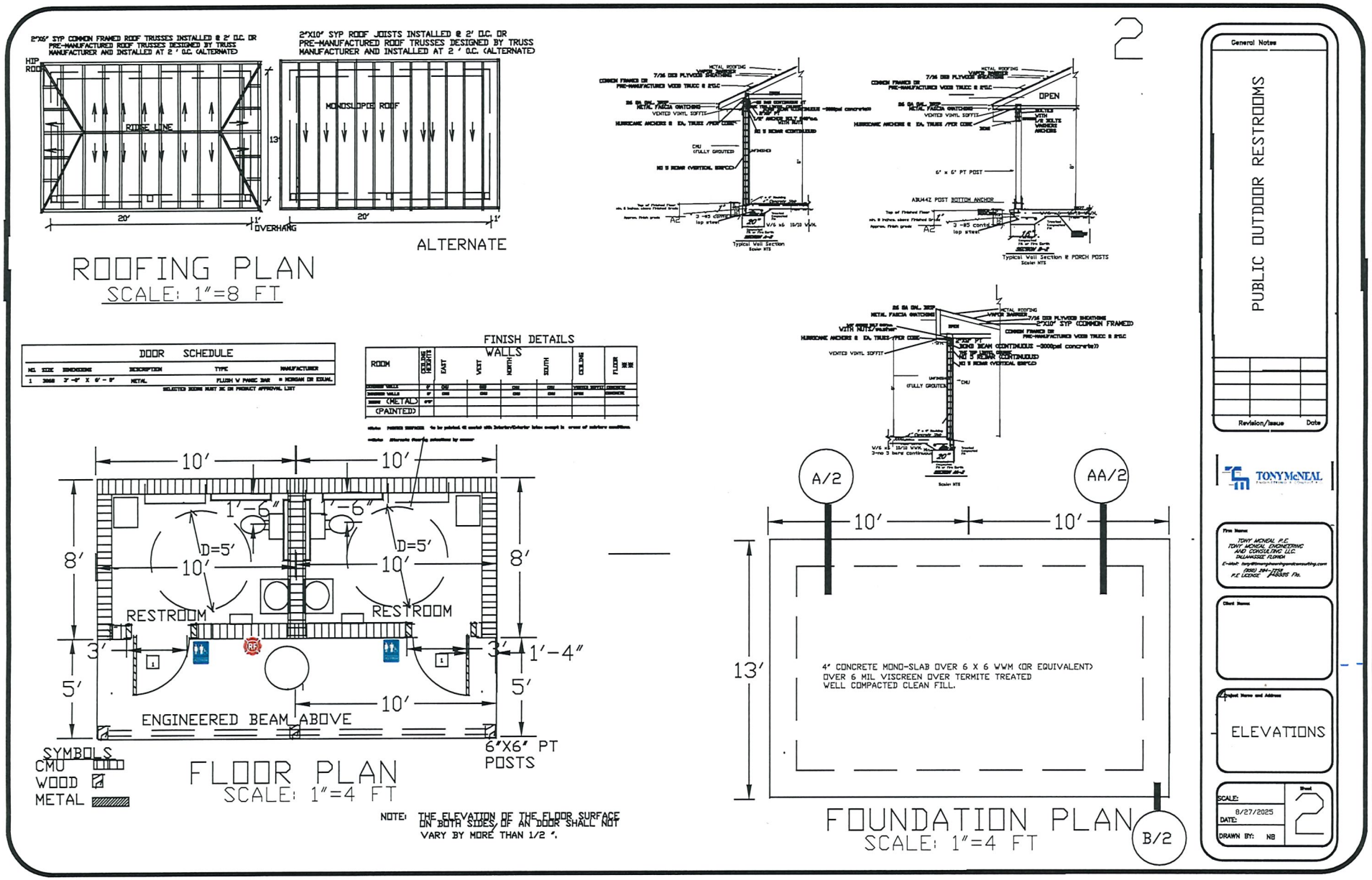
TONY McNEAL

Firm Name
TONY MCNEAL P.E.
TONY MCNEAL ENGINEERING AND CONSULTING LLC
PALANCHEE FLORIDA
E-mail: tony@tonymcnealengineeringandconsulting.com
(850) 294-7356
FL LICENSE #48886 FBs.

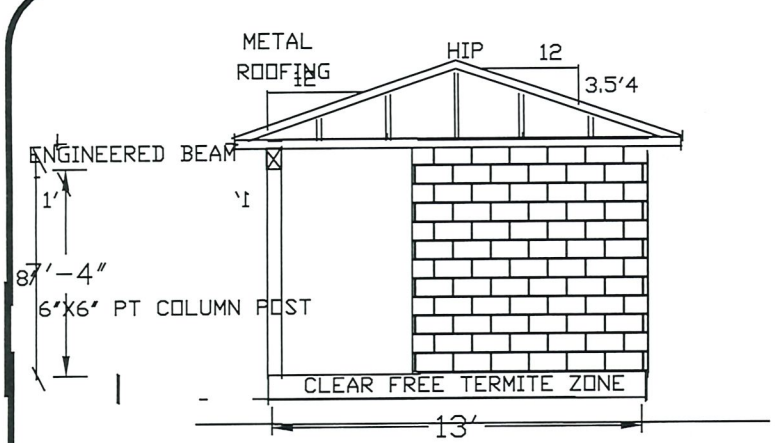
Client Name

Project Name and Address
KEY SHEET

SCALE:
DATE: 8/27/2025
DRAWN BY: NB
Sheet 1

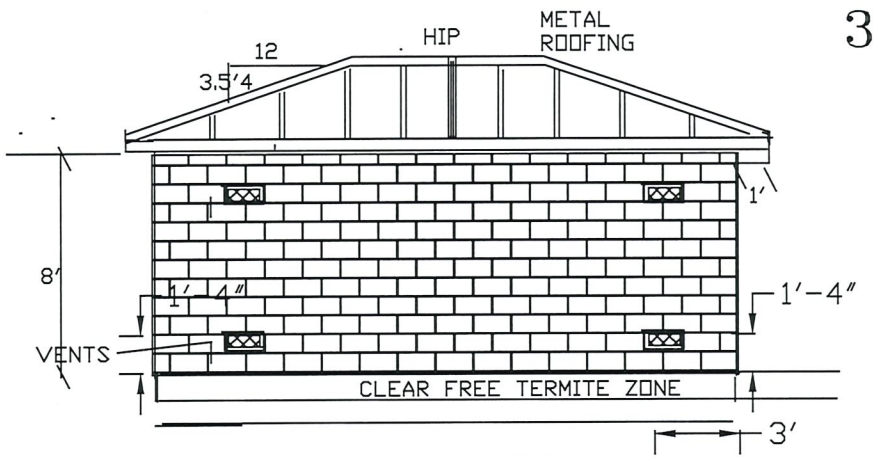

2
2"X6" SYP COMMON FRAMED ROOF TRUSSES INSTALLED @ 2' O.C. OR PRE-MANUFACTURED ROOF TRUSSES DESIGNED BY TRUSS MANUFACTURER AND INSTALLED AT 2 ' O.C. (ALTERNATE)
2"X10" SYP ROOF JOISTS INSTALLED @ 2' O.C. OR PRE-MANUFACTURED ROOF TRUSSES DESIGNED BY TRUSS MANUFACTURER AND INSTALLED AT 2 ' O.C. (ALTERNATE)
HIP ROOF
RIDGE LINE
MONOSLOPE ROOF
13'
20'
1'
OVERHANG
ALTERNATE
ROOFING PLAN
SCALE: 1"=8 FT
DOOR SCHEDULE
FINISH DETAILS
WALLS
ROOM
(METAL)
(PAINTED)
10'
1'-6"
D=5'
8'
RESTROOM
3'
5'
1'-4"
ENGINEERED BEAM ABOVE
6"X6" PT POSTS
SYMBOLS
CMU
WOOD
METAL
FLOOR PLAN
SCALE: 1"=4 FT
NOTE: THE ELEVATION OF THE FLOOR SURFACE ON BOTH SIDES OF AN DOOR SHALL NOT VARY BY MORE THAN 1/2 ".
OPEN
6" x 6" PT POST
Typical Wall Section
Typical Wall Section @ PORCH POSTS
A/2
AA/2
B/2
13'
4" CONCRETE MONO-SLAB OVER 6 X 6 WWM (OR EQUIVALENT) OVER 6 MIL VISCREEN OVER TERMITE TREATED WELL COMPACTED CLEAN FILL.
FOUNDATION PLAN
SCALE: 1"=4 FT
General Notes
PUBLIC OUTDOOR RESTROOMS
Revision/Issue
Date
TONY McNEAL
ELEVATIONS
SCALE:
DATE: 8/27/2025
DRAWN BY: NB
2

3



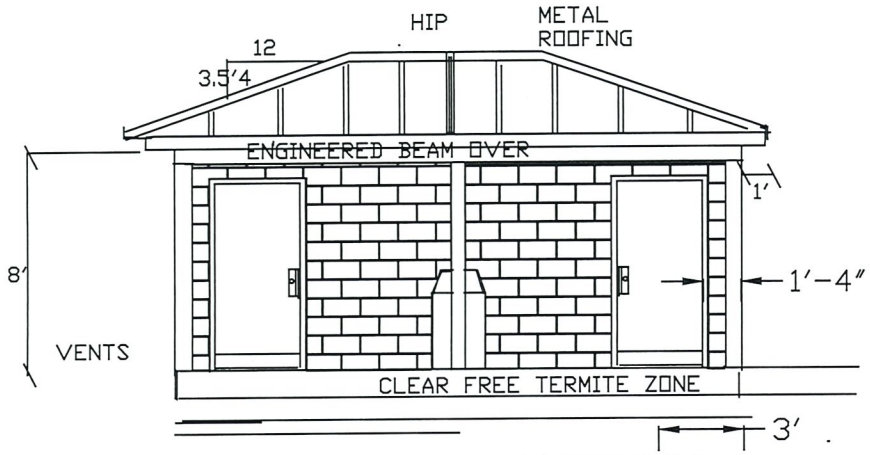
RIGHT SIDE ELEVATION

SCALE: 1"=4 FT



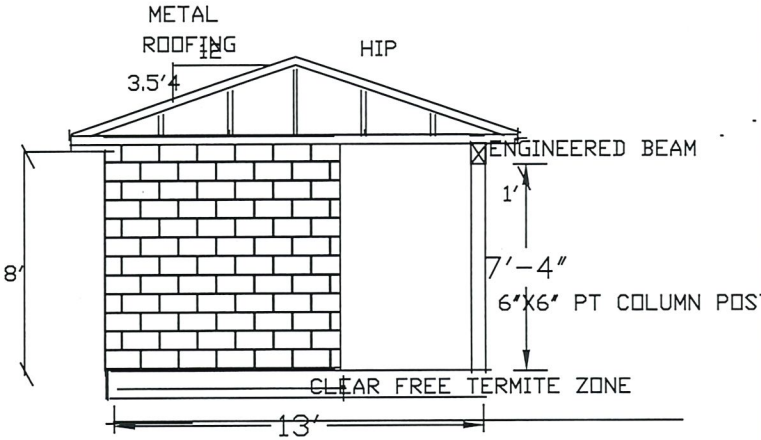
REAR ELEVATION

SCALE: 1"=4 FT



FRONT ELEVATION

SCALE: 1"=4 FT



LEFT SIDE ELEVATION

SCALE: 1"=4 FT

General Notes

PUBLIC OUTDOOR RESTROOMS

Revision/Issue	Date

TONY McNEAL

Firm Name:
TONY MCNEAL P.E.
TONY MCNEAL ENGINEERING AND CONSULTING LLC.
TALLAHASSEE FLORIDA
E-Mail: tony@tonymcnealengineeringandconsulting.com
(850) 284-7758
P.E. LICENSE #43886 Fla.

Client Name:

Project Name and Address

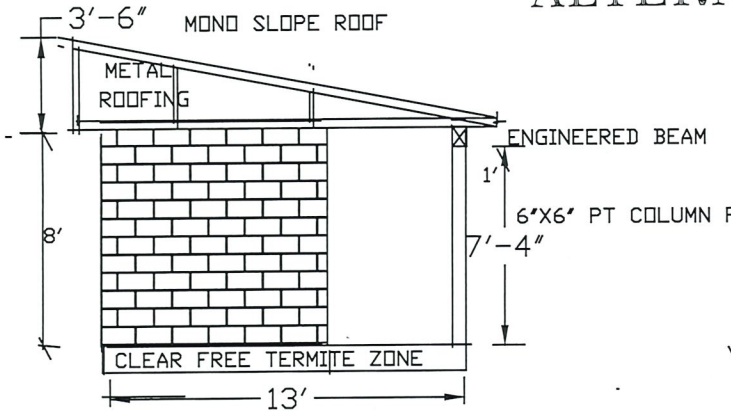
ELEVATIONS

SCALE:
DATE: 8/27/2025
DRAWN BY: NB

Sheet 3

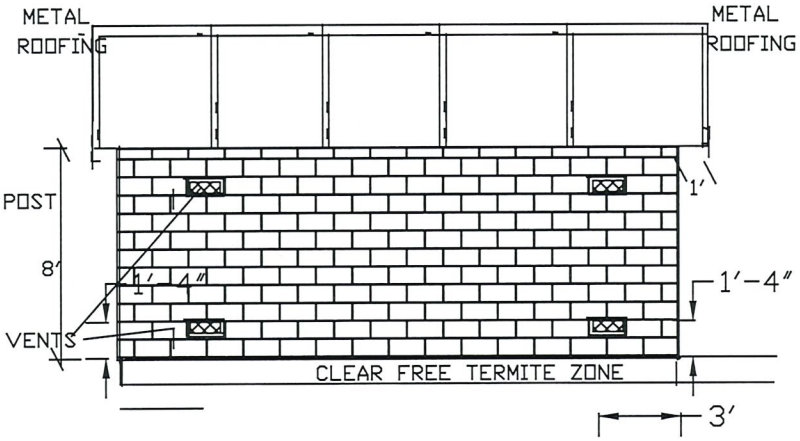
ALTERNATES

4



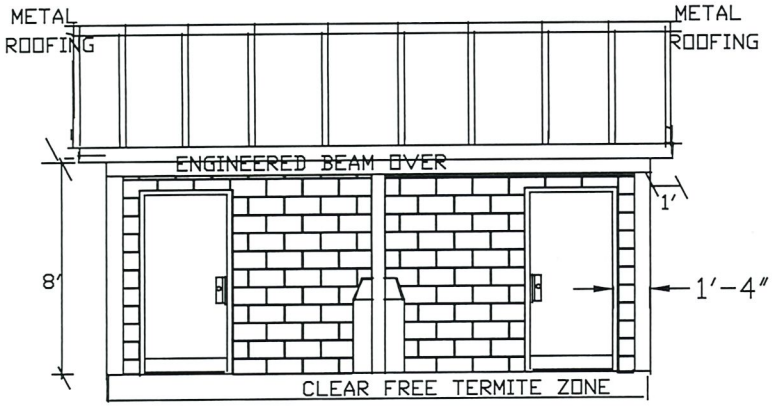
LEFT ELEVATION

SCALE: 1"=4 FT



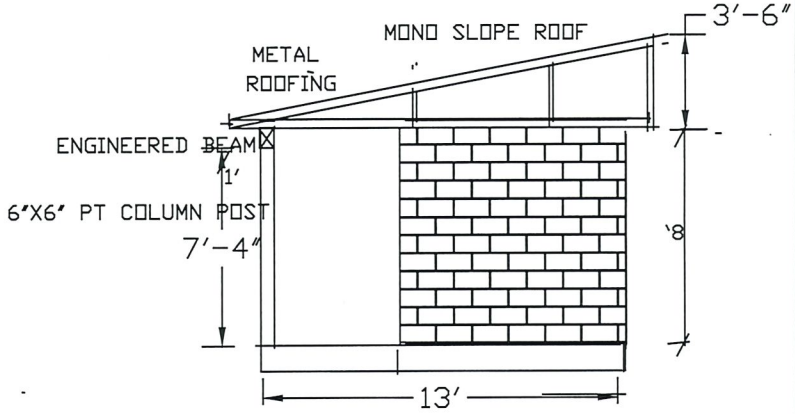
REAR ELEVATION

SCALE: 1"=4 FT



FRONT ELEVATION

SCALE: 1"=4 FT



RIGHT ELEVATION

SCALE: 1"=4 FT

General Notes

PUBLIC OUTDOOR RESTROOMS

Revision/Issue	Date

TONY McNEAL

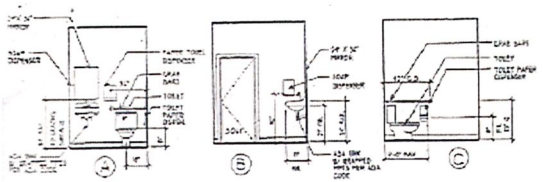
Firm Name:
TONY MCNEAL P.E.
TONY MCNEAL ENGINEERING AND CONSULTING LLC.
TALLAHASSEE FLORIDA
E-Mail: tony@tonymcnealengineerandconsulting.com
(850) 294-7728
P.E. LICENSE #43386 Fla.

Client Name:

Project Name and Address:
ALTERNATE ELEVATIONS

SCALE:
DATE: 8/27/2025
DRAWN BY: NB

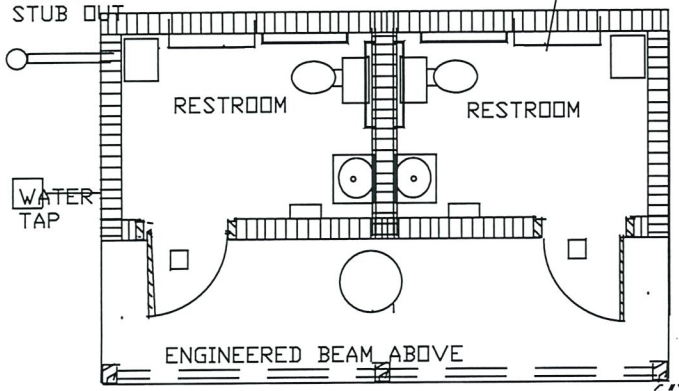
Sheet 4



-C TOILET ELEVATIONS

PLUMBING NOTES

1. All work must be done in accordance with standard plumbing code and alllocal regulations.
2. All Supply lines shall be copper or galv.
3. All drain lines to be schedule 40 PVC or equal.
4. all lines under the floor, in ceilings or walls.
5. Provide 2 ı minimum condensation drain for air handler units. Coordinate with mechanicalcontractor.
6. All drain lines shall be slopedmin. 1/8 per linear foot of run unlessortherwise noted.
7. No solder Jointsshall be made under slab.
8. All copper pipes, where passing through walls or slabs, shall have protective sleeves.
9. Provide Clean-out at max 50' o.c.
10. All floor drains shall be equipped w/trap primer connected to cold water supply.
11. See standard plumbing code section 1002.4 trap seals (Typ. all floor drains).



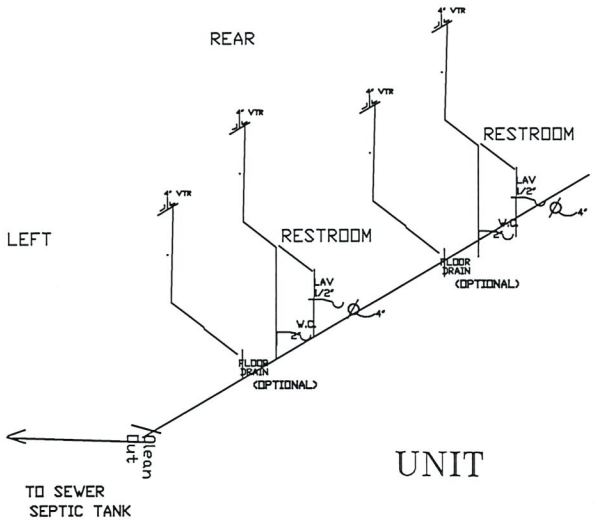
SYMBOLS
CMU
WOOD
METAL

FLOOR PLAN
SCALE: 1"=4 FT

NOTE: THE ELEVATION OF THE FLOOR SURFACE ON BOTH SIDES OF AN DOOR SHALL NOT VARY BY MORE THAN 1/2 ".

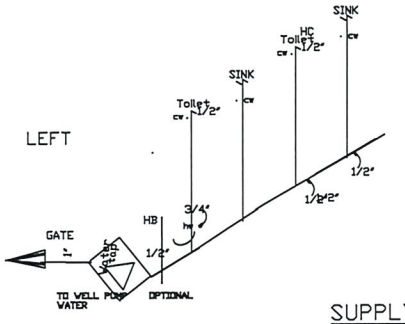
LEGEND

CW	COLD WATER LINE
	WASTE LINE
	VENT LINE
4" VTR	VENT THROUGH ROOF
	CLEAN OUT
	FLOOR DRAIN
LAV	LAVATORY
W.C.	WATER CLOSET
H.B.	HOSE BIBB



FRONT

WASTE AND VENT
(TYPICAL)



SUPPLY RISER UNIT

FRONT

P1

General Notes

PUBLIC OUTDOOR RESTROOMS

Revision/Issue	Date

TONY McNEAL

Firm Name
TONY MCNEAL, P.E.
TONY MCNEAL ENGINEERING AND CONSULTING LLC.
TALLAHASSEE, FLORIDA
E-mail: tony@mcnealengineeringandconsulting.com
(850) 294-1106
P.E. LICENCE #58086 Fla.

Client Name

Project Name and Address

PLUMBING PLAN

SCALE:
DATE: 8/27/2025
DRAWN BY: NB

Sheet P1

Board of County Commissioners
Agenda Request

Date of Meeting: November 18, 2025

Date Submitted: November 7, 2025

To: Honorable Chairman and Members of the Board

From: Reginald James, Interim County Administrator
Curtis Young, Public Works Director

Subject: Approval of Local Agency (LAP) Expiration of Agreement/Time Extension for 446637-2 - CR 12 FAIRBANKS RD FROM CR 157 CONCORD RD TO LEON CO LINE - PHASE II

Statement of Issue:

This agenda item seeks Board approval for an Expiration of Agreement/Time Extension for Financial Management Number: 446637-2-54-01, Contract Number G2095, Expiration 12/31/25.

Background:

The Florida Department of Transportation (FDOT) has approved the SCOP CR 12 FAIRBANKS RD FROM CR 157 CONCORD RD TO LEON CO LINE - PHASE II Project. The project is for the construction of a resurfacing project. The project expiration date is December 31, 2025. The time extension is to request an extension to allow time for the bid process, award, start tentatively the first of the year and completion thereafter for this project.

Analysis:

(FDOT) Florida Department of Transportation has approved funding for Gadsden County to complete the project #446637-2-54-01.

Fiscal Impact:

FDOT allocated funding award amount of $1,867,495.00. There will be no fiscal impact on the County.

Options:

1. Approval and signature.
2. Do not approve.
3. Board direction.

Interim County Administrator's Recommendation:

Option 1

Attachment(s):

1. Expiration of Agreement/Time Extension
2. Memo

FDOT

Florida Department of Transportation

RON DESANTIS
GOVERNOR

1074 Highway 90
Chipley, Florida 32428

JARED W. PERDUE, P.E.
SECRETARY

DATE: November 4, 2025

TO: Gadsden County BOCC

FROM: Maria Showalter, Local Programs Administrator

SUBJECT: **EXPIRATION OF AGREEMENT / TIME EXTENSION**
Financial Management (FM) Number: 446637-2-54-01
Contract Number: G3815
Current Expiration Date: December 31, 2025
Description: SCOP – CR 12 Fairbanks Rd from CR 157 Concord Rd to Leon Co Line – Phase II

All work on the subject agreement must be completed prior to the expiration date. Work performed after this date will not be eligible for reimbursement. If it is anticipated that work on this project will extend past this date, a time extension may be requested. **Please complete, sign, date and return this form indicating your response below**. If a time extension is being requested, it **must** be received at least **7 days** prior to the expiration date to ensure timely execution. **A request for a time extension must include the extension date, reasons for the extension as well as a schedule for completion of the project.**

☐ I acknowledge receipt of the expiration of this Agreement. A time extension will not be requested.

It is requested that the Agreement for the subject project be extended until
(☐ **March 31,** _____) or (☒ **June 30,** 2026) or (☐ **October 31,** ___) or
(☐ **December 31,** _____) for the reason(s) stated in the attached letter. I have attached an updated schedule.

RECIPIENT:	**APPROVED:**
Gadsden County Board of County Commissioners	The Department approves a time extension for the subject project to
By: **Eric F. Hinson**	By:
(Print Name)	(Name)
(Signature) (Date)	(Signature) (Date)
Board Chairman	
(Title)	(Title)

Gadsden COUNTY

BOARD OF COUNTY COMMISSIONERS
9-B East Jefferson Street / P.O. Box 1799 · Quincy, Florida 32353
OFFICE: (850) 875-8650 · FAX: (850) 875-8655 · www.GadsdenCountyFl.gov

November 7, 2025

VIA Email at Maria.showalter@dot.state.fl.us

Maria Showalter
Florida Department of Transportation
District 3 Local Programs Coordinator
1074 Highway 90 East
Chipley, Florida 32428

RE: Fairbanks Road, Gadsden County, FL
FPID No: 446637-2-54-01

Dear Ms. Showalter:

We recently held our Pre-Bid meeting for this project. We anticipate receiving bids and construction starting by the first of the year. Therefore, the purpose of this letter is to request that the project completion deadline be extended from **December 31, 2025, to June 30, 2026.**

If you have any questions, please give me a call at 850-875-8650.

Sincerely,

Eric Hinson
Chairman
Gadsden County Board of County Commissioners
Ehinson@gadsdencountyfl.gov