

**COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS**

**POST OFFICE BOX 1529  
LAKE CITY, FLORIDA 32056-1529**

**CONSENT AGENDA**

**December 21, 2017**

**5:30 P.M.**

- 
- (1) 9-1-1 Communications Center - Requesting Approval to Change the 911 Center Administrative Policy Manual Chapter 2 Staffing (Pg. 1)**
  - (2) BCC Administration - Requesting Approval of Minutes - Board of County Commissioners - Regular Meeting - November 2, 2017 (Pg. 7)**
  - (3) Building And Zoning - Special Family Lot Permit Application (SFLP 17 48) - Kimberly Allen, Daughter - Terence Allen, Property Owner - District 2 - Rusty DePratter (Pg. 13)**
  - (4) Emergency Management - BA 18-15 - Requesting Approval of Agreement to Modify EMPG Grant 18-FG-7A-03-22-01-084 - Increasing the Grant - \$208 (Pg. 27)**
  - (5) Fire Department - BA 18-16 - Requesting Approval to Appropriate Funds from EMS Grant for Advanced Life Support (ALS)- \$13,474 (Pg. 31)**
  - (6) Fire Department - Requesting Approval of Job Description Modification - Fleet Maintenance Supervisor (Pg. 33)**
  - (7) Public Works - Requesting Approval of Landfill Permit Renewal - Class 1 and Class III 5 year, \$65,000 and Expansion Construction - Class III Permit, \$95,000 (Pg. 39)**
  - (8) Public Works - Requesting Approval of Recommendation to Duval Ford - Purchase of 2018 Pickup Truck Due to Scrivener's Error - \$5,105 (Pg. 48)**
  - (9) Public Works - Utility Permit - AT& T - Cole Terrace (Pg. 54)**
  - (10) Public Works - Utility Permit - AT& T - County Road 252 (Pg. 61)**
  - (11) Public Works - Utility Permit - Comcast - SW Woodbranch Lane (Pg. 69)**
  - (12) Public Works - Utility Permit - Terra-Com - Jacksonville Loop (Pg. 77)**





# 1

### COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: December 12, 2017 Meeting Date: December 21, 2017

Name: Tom Brazil Department: 9-1-1 Communications Center

Division Manager's Signature: 

**1. Nature and purpose of agenda item:**

**To require PRN 911 Public Safety Telecommunicators to work 1 shift per month to maintain their PRN status.**

Attach any correspondence information, documents and forms for action i.e., contract agreements, quotes, memorandums, etc.

**2. Fiscal impact on current budget.**

Is this a budgeted item?  N/A  
 Yes Account No. \_\_\_\_\_  
 No Please list the proposed budget amendment to fund this request

Budget Amendment Number: \_\_\_\_\_ Fund: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_ AMOUNT: \_\_\_\_\_

**For Use of County Manger Only:**

Consent Item  Discussion Item



*COLUMBIA COUNTY, FLORIDA  
9-1-1 COMMUNICATIONS CENTER  
263 NW LAKE CITY AVE.  
LAKE CITY, FL 32055  
(386) 758-1125  
FAX (386) 758-1386*

## **MEMORANDUM**

DATE: December 14, 2017

TO: Ben Scott County Manager via Scott Ward Assistant County Manager

FR: Thomas W. Brazil  
Manager / 911 Coordinator  
911 Communications Center

RE: Agenda Item Request Revision of 911 Communications Center Administrative Policy  
Chapter 2 Staffing

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I am requesting Board approval an amendment to the 911 Communications Center Administrative Policy Manual, Chapter 2 regarding PRN employees. It is a cost to the County to maintain PRN Public Safety Telecommunicators certifications and training. In addition, PRN employees should actually work in dispatch periodically to maintain their job skills as PST's. This policy change would require PRN PST employees to work 1 day per month to maintain their PRN status with the County.

I have attached a copy of Chapter 2 of the 911 Communications Center Administrative Policy Manual with the additions underlined and highlighted in red.

In addition, I am requesting a deletion of the word "station" in Section 2 i.

Deletions are noted with strikethrough and highlighted in red.

cc: file

<b>COLUMBIA COUNTY COMBINED COMMUNICATIONS CENTER</b>	
Title: <b>Staffing Guidelines</b>	Section: <b>2</b>
Effective: 03/03/2011	Revised: 1/7/2016
Amends/Rescinds: All previous	

**Contents:**

**Hours of Operation:** \_\_\_\_\_ **1**

**Minimum Staffing:** \_\_\_\_\_ **2**

**Shift Bid and Rotation** \_\_\_\_\_ **3**

**Member Leave / Family Medical Leave:** \_\_\_\_\_ **4**

**Sick Leave:** \_\_\_\_\_ **5**

**Unauthorized Absence From Duty:** \_\_\_\_\_ **6**

**Tardiness:** \_\_\_\_\_ **7**

**Overtime Guidelines** \_\_\_\_\_ **8**

**On Call:** \_\_\_\_\_ **9**

**Recall to Duty and Mandatory Holdover** \_\_\_\_\_ **10**

**PRN Employee Training Standards and Work Requirements** \_\_\_\_\_ **11**

**1) Hours of Operation:**

- a) The Communications Center operates 24 hours per day, 7 days per week. Personnel may be required to work odd hours, holidays, and weekends. Shift work is a condition of employment.
- b) The normal shift hours are as follows:
  - Shifts are divided into 12 hour increments with 2 shifts working days and 2 shifts working nights with the following designations:
  - i) Alpha Shift
  - ii) Bravo Shift
  - iii) Charlie Shift
  - iv) Delta Shift

**2) Minimum Staffing:**

- i) In order to provide **station** coverage and relief, all squads will operate with no less than five (5) emergency communications personnel. This will provide one (1) member the opportunity for advanced approved leave at any given time.
- ii) **Exception** (4) person minimum, to include the supervisor, is permitted on any actual Columbia County Board of County Commissioners recognized Holiday. The

additional person being off **cannot** require expenditure of additional overtime for shift coverage.

- b) Supervisors may authorize overtime to compensate for vacancies due to the following circumstances:
- resignation/termination of member(s)
  - new hires in training
  - Sick Leave/Family Medical Leave
  - Training
  - Jury duty, when such situations would prohibit other shift personnel from utilizing leave.
  - Bereavement

### **3) Shift Rotation:**

- Shifts will rotate every 2 months.
- Rotation and shift assignment is at the sole discretion of the Communications Center Manager.
- Any accommodation to an employee to remain on a particular shift is at the sole discretion of the Communications Center Manager.

### **4) Member Leave:**

- Will follow the Columbia County Board of County Commissioners Personnel Policy and Procedure.

### **5) Sick Leave/Family Medical Leave:**

- a) Members will use sick leave and family medical leave in accordance with the Board of County Commissioners Policy and Procedure Manual.
- b) Members will speak with the on-duty Assistant Communications Center manager, 9-1-1 Public Safety Telecommunicator Supervisor, or acting-supervisor, thereby establishing an oral communication *and* confirmation of the member's request to utilize sick leave. A leave slip shall be completed indicating a member called in sick. The form will be coded sick leave. The information received by the Assistant Communications Center Manager, shift supervisor, acting-supervisor or other on-duty personnel will be promptly documented *and* communicate to the affected squad supervisor.
- c) Notification, if possible, shall be made two (2) hours prior to shift. This provides time to locate a replacement.
- d) Management may contact the affected member during the course of the sick leave. Members are required to respond to these contacts.
- e) Sick leave longer than three (3) working days may require a legible doctors' note, submitted to member's supervisor, upon return to duty.

### **6) Unauthorized Absence From Duty:**

- a) Personnel absent from duty without authorization may be subject to disciplinary actions.
- b) Three days without notice constitutes abandonment of position as per Columbia County Personnel Policies.

**7) Tardiness:**

When a member is going to be late for work he/she will call in to report that he/she will be late. Employees should speak directly to the on-duty 9-1-1 Public Safety Telecommunicator Supervisor. Prior to the end of the shift, tardy employees will submit a memo to their 9-1-1 Public Safety Telecommunicator Supervisor. This memo will indicate the time they reported for duty and the reason they were late.

**8) Overtime:**

- a) Any full time non-exempt staff member who works in excess of 40 hours per week shall be eligible for overtime compensation.
- b) The shift schedule is placed in the Communications Center approximately two weeks prior to the effective date. The Assistant Communications Center Manager will review the shift schedule and post any known overtime.
- c) Priority for posted overtime for Communications will be given first come first serve basis.
- d) Members who have signed up for overtime accept the responsibility for that vacancy.
- e) If the member who signed up for overtime is unable to fulfill that obligation, it is their responsibility to find a replacement.
- f) 9-1-1 Public Safety Telecommunicator Supervisors are permitted to work overtime.
  - i) 9-1-1 public Safety Telecommunicator Supervisors working on a squad other than their own will answer to that squad's supervisor, regardless of seniority status.
  - ii) In the absence of that squad's supervisor, the 9-1-1 Public Safety Telecommunicator Supervisor working overtime will assume that role for the duration of their stay.
- g) When the vacated position is not filled, which results in staffing under minimum standards, members on duty may be held over to meet operational needs.
- h) When members work overtime, it must be approved by the on-duty 9-1-1 Public Safety Telecommunicator Supervisor.

**9) On-Call**

**PURPOSE:** To ensure the availability of personnel for emergency call in to provide adequate shift coverage.

**ROCEDURE:**

- The Center will establish an on-call list and those employees assigned on-call will be paid at a rate of \$15.00 per twelve (12) hour period of on-call time.
- Employees who are on-call must remain contactable via telephone, are not permitted to consume any alcoholic beverage and be able to respond to the Center in a reasonable amount of time (generally under 1 hour) when on-call.

**10) Recall to duty and Mandatory Holdover**

- a. All employees shall remain at work until properly relieved of duty.
- b. All employees, irrespective of rank, shall be required to hold over due to circumstances beyond control of the Center. If needed, mandatory holdover will be executed to ensure that shift coverage and minimum staffing of positions covered appropriately.
- c. Compensation will begin from the time the employee reports for duty.

- d. Employees recalled to duty shall report within a reasonable period of time after being notified to report to the Center.
- e. Employees shall respond to emergency recall unless incapacitated. Any employee who refuses to respond shall be subject to disciplinary action in accordance with County Personnel Policies and Procedures (10-Added 4/20/2017 BOCC Approved)

11. In an effort to increase potential staffing levels and reduce personnel cost, the 911 Communications Center encourages the use of PRN employees whenever possible to provide staffing. PRN Public Safety Telecommunicators (PST) must meet all of the training and certification requirements as those required of full-time PST employees.

Due to the expense and efforts required to maintain PRN employee's certifications and training requirements, PST PRN employees are required to work one (1) day per month as a PST to remain in active PRN status. Failure to meet these work and training requirements without specific approval of the 911 Communications Center Manager will result in the employee being terminated from PRN status as outlined in the Columbia County Personnel & Procedures Manual.





# 2

COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: December 4, 2017 Meeting Date: December 21, 2017

Name: Penny Stanley Department: BCC Administration

Division Manager's Signature: [Handwritten Signature]

1. Nature and purpose of agenda item:

BCC Administration - Requesting Approval of Minutes - Board of County Commissioners - Regular Meeting - November 2, 2017

Attach any correspondence information, documents and forms for action i.e., contract agreements, quotes, memorandums, etc.

2. Fiscal impact on current budget.

Is this a budgeted item? [X] N/A [ ] Yes Account No. [ ] No Please list the proposed budget amendment to fund this request

Budget Amendment Number: Fund:

FROM: TO: AMOUNT:

For Use of County Manger Only:

[X] Consent Item [ ] Discussion Item

Columbia County  
Board of County Commissioners

Minutes of  
**November 2, 2017**

The Columbia County Board of County Commissioners met in a regular meeting at the auditorium of the School Board Administrative Complex at 3:00 p.m. The meeting opened with prayer and the Pledge of Allegiance to the Flag of the United States of America.

Commissioners in Attendance: Chairman Ronald Williams, Rusty DePratter, Tim Murphy, Bucky Nash and Everett Phillips.

Others in Attendance: County Manager Ben Scott ("CM")  
Assistant County Manager Scott Ward ("ACM")  
Assistant County Manager Kevin Kirby ("ACM")  
County Attorney Joel Foreman  
Deputy Clerk Katrina Vercher

**Agenda Additions/Deletions**

There were no additions or deletions.

MOTION by Commissioner Nash to approve the agenda. SECOND by Commissioner Phillips. The motion carried unanimously.

**Ministerial Matters**

County Work Program Priorities

Barney Bennette with the Florida Department of Transportation ("FDOT") presented the five year work plan. A copy of the plan is attached to the original minutes.

Discussion ensued.

**Consent Agenda:**

MOTION by Commissioner Nash to approve the consent agenda. SECOND by Commissioner Phillips. The motion carried unanimously.

- (1) 911 Addressing - Request Approval of Private Road Name - NW Dicks Lake Ct - District 1 - Commissioner Ronald Williams
- (2) BCC Administration - Request Approval of FEMA License/Use Agreement for Richardson Community Center

- (3) BCC Administration - Request Approval of Minutes - Board of County Commissioners - Regular Meeting - October 5, 2017
- (4) Building & Zoning - Special Family Lot Permit (SFLP 17 43) - Paulette Daley - Sister of Joann Mulholland, Property Owner - District 5 - Commissioner Tim Murphy
- (5) Building & Zoning - Special Family Lot Permit (SFLP 17 44) - Brittanie Taylor - daughter of Rick McKenzie, Property Owner - District 2 - Commissioner Rusty DePratter
- (6) Department of Health - Quarterly Report
- (7) Extension - Request Approval of New Lease for Xerox Copier - \$173 monthly
- (8) Public Works - Utility Permit - AT&T - Giles Martin Avenue
- (9) Public Works - Utility Permit - AT&T - NW Castlewood Court
- (10) Public Works - Utility Permit - Florida Power and Light - NW Moore Farm Road
- (11) Public Works - Request Approval to Enter Private Property - 110 NW White Oak Glen – Tree Removal
- (12) Purchasing - BA 18-07 \$106,000 - Request Approval of Bid Award and Contract - Bid No. 2017 -W - I-75 Sign Renovation to ANS Signs - \$106,000
- (13) Risk Management - Request Approval of Contract for CDBG Grant Compliance Assistance Services with Guardian Community Resource Management, Inc. - \$44,000
- (14) Solid Waste - FDACS FY17/18 Mosquito Control Contract - Not to Exceed \$31,540

MOTION by Commissioner Phillips to adopt the consent agenda.  
SECOND by Commissioner Nash. The motion carried unanimously.

### **Discussion and Action Items:**

#### Old Wire Road, Phase III – Bid No. 2017-5

The County received three (3) bids. The successful low bidder is Anderson Columbia, Inc. for \$2,369,405. Therefore, ACM Kirby recommended the Board award the bid to Anderson Columbia, Inc.

MOTION by Commissioner DePratter to take staff recommendation. SECOND by Commissioner Nash. The motion carried unanimously.

Callahan Ave – Bid No. 2017-3

The County received two (2) bids. The successful low bidder is Anderson Columbia, Inc. for \$1,140,954.16. Therefore, ACM Kirby recommended the Board award the bid to Anderson Columbia, Inc.

MOTION by Commissioner Nash to take staff recommendation. SECOND by Commissioner Phillips. The motion carried unanimously.

ACM Kirby Report

ACM Kirby gave the Board a brief update on Hurricane Irma debris and on the repairs of the slopes of Bascom Norris Road.

Discussion ensued.

Resolution No. 2017R-52 – Alternate Special Magistrate

The need has arisen for an Alternate Special Magistrate. County Attorney Foreman proposed local attorney William “Bill” Brannon, Jr. be appointed. Mr. Brannon has previously served as a special magistrate.

Citizen Stewart Lilker offered comment.

Discussion ensued.

MOTION by Commissioner DePratter to change section three (3) to Mr. Brannon shall serve for a period of thirty (30) days. SECOND by Commissioner Nash. The motion carried unanimously.

MOTION by Commissioner DePratter for an RFP for a conflict magistrate and counsel. SECOND by Commissioner Murphy. The motion carried unanimously.

Real Road Surplus Properties

After the completion of Real Road, the County has two parcels of property that are available; an eight (8) acre parcel and a two point six (2.6) acre parcel.

Partners of Hope International has proposed a land swap for the two point six (2.6) acre parcel. Staff has reviewed the request and recommends approval of the property swap.

Discussion ensued.

Pastor Lonnie Johns addressed the Board.

MOTION by Commissioner DePratter to move forward with process for a public hearing. SECOND by Commissioner Phillips. The motion carried unanimously.

There has been interest shown by various developers for the eight (8) acre parcel. Staff requested direction as to the Board's wishes on this parcel.

Discussion ensued.

MOTION by Commissioner DePratter to obtain an appraisal on the eight (8) acre property. SECOND by Commissioner Murphy.

Discussion ensued.

The Chairman called for the vote. The motion carried unanimously.

#### RFQ 2017-Y – Property Acquisition Agent

The deadline for this RFQ was October 17, 2017. At that time only one response had been received. Staff requested guidance from the Board on how to proceed.

Staff also requested an extension of the current Professional Services Agreement that expires February 28, 2018. This extension allows time for extending the deadline and contract negotiations.

Discussion ensued.

MOTION by Commissioner Nash to open the RFQ; do a contract as soon as the contract is complete, D.W. Hunt and Associates takes over. SECOND by Commissioner Murphy. The motion carried by a vote of 4 to 0 with Commissioner DePratter abstaining.

#### **Open Public Comments and/or Questions:**

Members of the public addressed the Board with their comments and/or questions regarding the following items:

Stewart Lilker on the microphones and on former Commissioner Skinner.

Wade Heitzman on the location of Century Ambulance in Columbia City.

#### **Commissioner Comments:**

Commissioners Williams, Nash and Murphy responded to Mr. Lilker's comments.

**Adjournment**

There being no further business, the meeting adjourned at 4:20 p.m.

ATTEST:

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Ronald Williams, Chairman  
Board of County Commissioners

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P. DeWitt Cason  
Clerk of Circuit Court



# 3

**COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM REQUEST FORM**

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Today's Date: December 14, 2017

Meeting Date: December 21, 2017

Name: Brandon M Stubbs

Department: Building And Zoning

Division Manager's Signature: \_\_\_\_\_

**1. Nature and purpose of agenda item:**

**Special Family Lot Permit Application (SFLP 17 48) - A request by Terence Allen for a Special Family Lot to be granted to his daughter, Kimberly Allen.**

Attach any correspondence information, documents and forms for action i.e., contract agreements, quotes, memorandums, etc.

**2. Fiscal impact on current budget.**

Is this a budgeted item?

N/A

Yes Account No. \_\_\_\_\_

No Please list the proposed budget amendment to fund this request

Budget Amendment Number: \_\_\_\_\_

Fund: \_\_\_\_\_

FROM: \_\_\_\_\_

TO: \_\_\_\_\_

AMOUNT: \_\_\_\_\_

**For Use of County Manger Only:**

Consent Item

Discussion Item



# Columbia County Gateway to Florida

FOR PLANNING USE ONLY	
Application # SFLP	<u>17 48</u>
Application Fee	\$50.00
Receipt No.	<u>4832</u>
Filing Date	<u>12-13-17</u>
Completeness Date	<u>12-13-17</u>

## Special Family Lot Permit Application

### A. PROJECT INFORMATION

- Title Holder's Name: Terence Allen
- Address of Subject Property: 261 SW Weirsdale Pl., Lake City FL 32024
- Parcel ID Number(s): 00367-157
- Future Land Use Map Designation: AG
- Zoning Designation: A-3
- Acreage of Parent Parcel: 2.5 Acres
- Acreage of Property to be Deeded to Immediate Family Member: 1.25
- Existing Use of Property: Residential
- Proposed use of Property: Residential
- Name of Immediate Family Member for which Special Family Lot is to be Granted: Kimberley Allen

**PLEASE NOTE:** Immediate family member must be a parent, grandparent, adopted parent, stepparent, sibling, child, adopted child, stepchild, or grandchild of the person who is conveying the parcel to said individual.

### B. APPLICANT INFORMATION

- Applicant Status  Owner (title holder)  Agent
- Name of Applicant(s): Terence Allen Title: \_\_\_\_\_  
 Company name (if applicable): \_\_\_\_\_  
 Mailing Address: 439 SW Callaway Dr., Lake City, FL 32024  
 City: Lake City State: FL Zip: 32024  
 Telephone: (904) 235-5201 Fax: ( ) Email: tkcollects@yahoo.com

**PLEASE NOTE:** Florida has a very broad public records law. Most written communications to or from government officials regarding government business is subject to public records requests. Your e-mail address and communications may be subject to public disclosure.

- If the applicant is agent for the property owner\*.  
 Property Owner Name (title holder): \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Telephone: ( ) Fax: ( ) Email: \_\_\_\_\_

**PLEASE NOTE:** Florida has a very broad public records law. Most written communications to or from government officials regarding government business is subject to public records requests. Your e-mail address and communications may be subject to public disclosure.

\*Must provide an executed Property Owner Affidavit Form authorizing the agent to act on behalf of the property owner.



### **C. ATTACHMENT/SUBMITTAL REQUIREMENTS**

1. Map, Drawing, or Sketch of Parent Parcel Showing the Location of the Proposed Lot being Deeded to Immediate Family Member with Appropriate Dimensions (Must be a Minimum of One Acre).
2. Personal Identification and Proof of Relationship, to Establish the Required Immediate Family Member Status, of both the Parent Parcel Owner and the Immediate Family Member. The Personal Identification Shall Consist of Original Documents or Notarized Copies from Public Records. Such Documents may include Birth Certificates, Adoption Records, Marriage Certificates, and/or Other Public Records.
3. Family Relationship Residence Agreement Affidavit is Required Stating that the Special Family Lot is being Created as a Homestead by the Immediate Family Member, that the Immediate Family Member shall obtain Homestead Exemption on the Lot. This Affidavit shall be Recorded in the Clerk of Courts Office.
4. Legal Description of Parent Parcel with Acreage (In Microsoft Word Format).
5. Legal Description of Property to be Deeded to Immediate Family Member with Acreage (In Microsoft Word Format).
6. Legal Description of Parent Parcel with Immediate Family Member Lot Removed with Acreage (In Microsoft Word Format).
7. Proof of Ownership (i.e. deed).
8. Agent Authorization Form, if applicable (signed and notarized).
9. Proof of Payment of Taxes (can be obtained online via the Columbia County Tax Collector's Office).
10. Fee. \$50.00 - No application shall be accepted or processed until the required application fee has been paid.

## NOTICE TO APPLICANT

A special family lot permit may be issued by the Board of County Commissioners on land zoned Agricultural or Environmentally Sensitive Area within these Land Development Regulations, for the purpose of conveying a lot or parcel to an immediate family member who is the parent, grandparent, adopted parent, stepparent, sibling, child, or adopted child, stepchild or grandchild of the person who conveyed the parcel to said individual, **not to exceed one (1) dwelling unit per one (1) acre** and the lot complies with all other conditions from permitting development as set forth in these Land Development Regulations. This provision is intended to promote the perpetuation of the family homestead in rural areas by making it possible for immediate family members to reside on lots as their primary residence which exceed maximum density for such areas, provided that the lot complies with the conditions for permitting established in Section 14.9 of the Land Development Regulations.

If approved by the Board of County Commissioner, the division of lots shall be recorded by separate deed, comply with all other applicable regulations of the Land Development Regulations, and comply with all other conditions for permitting and development as set forth in the Land Development Regulations. A completed building permit application shall be submitted within one (1) year of receiving approval by the Board of County Commissioners. One (1) extension can be requested in writing and approved by the Land Development Regulations Administrator not to exceed nine (9) months. If a special family lot permit expires, it shall have to go through the process again for approval as required by this section. A building permit for a special family lot shall be issued only to the immediate family member or their authorized representative (i.e. licensed building contractor or mobile home installer) after a recorded copy of the family relationship residence agreement affidavit and deed to the special family lot has been submitted to the Land Development Regulation Administrator as part of the building permit application process.

Special family lots which have not met the requirements for homestead exemption shall not be transferable except, as follows:

1. The deeding of the parcel back to the original owner of the parent tract as indicated in Section 14.9 of the Land Development Regulations;
2. To another individual meeting the definition of immediate family member;
3. To an individual not meeting the definition of immediate family member due to circumstances beyond the reasonable control of the family member to whom the original special family lot permit was granted such as divorce, death or job change resulting in unreasonable commuting distances, the immediate family member is no longer able to retain ownership of the special family lot, subject to approval by the original reviewing body that approved the special family lot permit; and
4. Upon approval of the transfer of the special family lot, the County will issue a Certificate of Transfer and the owner shall record the certificate in the Public Records in the Clerk of the Courts Office. This process shall apply retroactively to special family lots previously created under the Land Development Regulations.

Any decision made by the Board of County Commissioners is subject to a 30 day appeal period as outlined in Article 12 of the Land Development Regulations. Any action taken by the applicant within the 30 day appeal period is at the applicant's risk. No Certificate of Occupancy shall be issued until the 30 day appeal period is over or until any appeal has been settled.

Upon the applicant obtaining a Certificate of Occupancy, the applicant must file for Homestead Exemption. Homestead Exemptions can be filed each year with the Columbia County Property Appraiser's Office from January 1 to March 31.

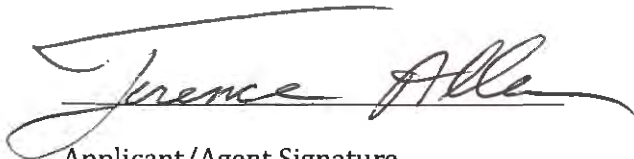
**Once an application is submitted and paid for, a completeness review will be done to ensure all the requirements for a complete application have been met. If there are any deficiencies, the applicant will be notified in writing. If an application is deemed to be incomplete, it may cause a delay in the scheduling of the application before the Planning & Zoning Board.**

THE APPLICANT ACKNOWLEDGES THAT THE APPLICANT OR AGENT MUST BE PRESENT AT THE PUBLIC HEARING BEFORE THE PLANNING AND ZONING BOARD, AS ADOPTED IN THE BOARD RULES AND PROCEDURES, OTHERWISE THE REQUEST MAY BE CONTINUED TO A FUTURE HEARING DATE.

I hereby certify that all of the above statements and statements contained in any documents or plans submitted herewith are true and accurate to the best of my knowledge and belief.

Terence Allen

Applicant/Agent Name (Type or Print)



Applicant/Agent Signature

12/13/17

Date

**FAMILY RELATIONSHIP AFFIDAVIT**

STATE OF FLORIDA  
COUNTY OF COLUMBIA

BEFORE ME the undersigned Notary Public personally appeared, Terence Allen the Owner of the parent parcel which has been subdivided for and Kimberley Allen, the Immediate Family Member of the Owner, which is intended for the Immediate Family Members primary residence use. The Immediate Family Member is related to the Owner as daughter. Both individuals being first duly sworn according to law, depose and say:

1. Affiant acknowledges Immediate Family Member is defined as parent, grandparent, step-parent, adopted parent, sibling, child, step-child, adopted child or grandchild.
2. Both the Owner and the Immediate Family Member have personal knowledge of all matters set forth in this Affidavit.
3. The Owner holds fee simple title to certain real property situated in Columbia County, and more particularly described by reference with the Columbia County Property Appraiser Parent Tract Tax Parcel No. 00367-157
4. The Immediate Family Member holds fee simple title to certain real property divided from the Owners' parent parcel situated in Columbia County and more particularly described by reference to the Columbia County Property Appraiser Tax Parcel No. \_\_\_\_\_.
5. No person or entity other than the Owner and Immediate Family Member to whom permit is being issued, including persons residing with the family member claims or is presently entitled to the right of possession or is in possession of the property, and there are no tenancies, leases or other occupancies that affect the property.
6. This Affidavit is made for the specific purpose of inducing Columbia County to recognize a family division for an Immediate Family Member being in compliance with the density requirements of the Columbia County's Comprehensive Plan and Land Development Regulations (LDR's).
7. This Affidavit and Agreement is made and given by Affiants with full knowledge that the facts contained herein are accurate and complete, and with full knowledge that the penalties under Florida law for perjury include conviction of a felony of the third degree.

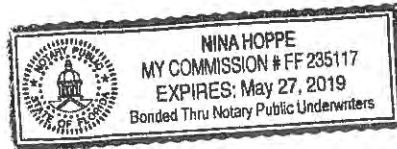
We Hereby Certify that the facts represented by us in this Affidavit are true and correct and we accept the terms of the Agreement and agree to comply with it.

Terrence Allen  
Owner  
Terrence ALLEN  
Typed or Printed Name

Kimberley Allen  
Immediate Family Member  
Kimberley Allen  
Typed or Printed Name

Subscribed and sworn to (or affirmed) before me this 13 day of December, 2017,  
by Terrence Allen (Owner) who is personally known to me or has produced  
FLDL as identification.

Nina Hoppe  
Notary Public



Subscribed and sworn to (or affirmed) before me this 13 day of December, 2017,  
by Kimberley Allen (Family Member) who is personally known to me or has  
produced FLDL as identification.

Nina Hoppe  
Notary Public



APPROVED:  
COLUMBIA COUNTY, FLORIDA

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Return to: (enclose self-addressed stamped envelope)

Name: Henry Wilbur Allen  
Address: RT 4 Box 701

This Instrument Prepared by:

Name:

Address:

Property Appraisers Parcel Identification

Folio Number(s)

Grantor(s) S S # (s)

Inst: 2004001995 Date: 01/29/2004 Time: 11:34  
Doc Stamp-Deed : 63.00

MCK DC, P. Dewitt Cason, Columbia County B: 1005 P: 2130

SPACE ABOVE THIS LINE FOR PROCESSING DATA

SPACE ABOVE THIS LINE FOR RECORDING DATA

This Warranty Deed, Made the 28<sup>th</sup> day of January, 2004, by  
Henry Wilbur Allen

hereinafter called the Grantor, to Terence E. Allen  
whose post office address is 259 SW Weirsdale Glen, Lake City, FL 32024  
hereinafter called the Grantee.

(Wherever used herein the terms "Grantor" and "Grantee" include all the parties to this instrument and the heirs, legal representatives,  
and assigns of individuals, and the successors and assigns of corporations, wherever the context so admits or requires.)

Witnesseth, That the Grantor, for and in consideration of the sum of \$ 9000 and other  
valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises,  
releases, conveys and confirms unto the Grantee all that certain land, situate in Columbia  
County, State of Florida, viz:

The E 1/2 of Lot 2, Block A, Pine Mount Heights, a subdivision  
according to plat thereof recorded in plat Book 6 at Pages 122  
123 of the Public Records of Columbia County, Florida.

Together, with all the tenements, hereditaments and appurtenances thereto belonging or in anywise  
appertaining. To Have and to Hold, the same in fee simple forever.

And the Grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee  
simple; that the grantor has good right and lawful authority to sell and convey said land, and hereby warrants  
the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said  
land is free of all encumbrances, except taxes accruing subsequent to December 31,

In Witness Whereof, the said Grantor has signed and sealed these presents the day and year first above  
written.

Signed, sealed and delivered in the presence of:

Nancy Nettles  
Witness Signature (as to first Grantor)

Nancy Nettles  
Printed Name

Lennil H. Dicks  
Witness Signature (as to first Grantor)

LENVIL H. DICKS  
Printed Name

Witness Signature (as to Co-Grantor, if any)

Printed Name

Witness Signature (as to Co-Grantor, if any)

Printed Name

STATE OF Florida  
COUNTY OF Columbia

Henry Wilbur Allen I.S.  
Grantor Signature

Printed Name

Post Office Address

Co-Grantor Signature, (if any) I.S.

Printed Name

Post Office Address

I hereby Certify that on this day, before me, an officer duly authorized  
to administer oaths and take acknowledgments, personally appeared

Henry Wilbur Allen

known to me to be the person described in and who executed the foregoing instrument, who acknowledged before me that he  
executed the same, and an oath was not taken. (Check one)  Said person(s) is/are personally known to me.  Said person(s) provided the  
following type of identification:

NOTARY RUBBER STAMP SEAL



Witness my hand and official seal in the County and State last aforesaid

this 29<sup>th</sup> day of January, A.D. 2004

Nancy Nettles  
Notary Signature

Nancy Nettles  
Printed Name

Optima Design, Seminole Paper & Printing Co., Inc., 1994

261 SW Weirsdale Place  
Lake City, FL

*Lot Description*

North  $\frac{1}{2}$  of East  $\frac{1}{2}$  of lot 2 of Pine Mount Heights as per the plat thereof recorded in plat book 6, Pages 122 & 123 of the public records of Columbia County, Florida

Together with an easement over and across the East 30.00 feet of the South  $\frac{1}{2}$  of East  $\frac{1}{2}$  of Lot 2 of Pine Mount Heights as per the plat thereof recorded in Plat Book 6, Pages 122 & 123 of the public records of Columbia County, Florida

# Columbia County Property Appraiser

updated: 12/6/2017

**2017 Tax Year**

Tax Collector Tax Estimator Property Card

Parcel List Generator

Parcel: 14-4S-15-00367-157

<< Next Lower Parcel Next Higher Parcel >>

2017 TRIM (pdf) Interactive GIS Map Print

## Owner & Property Info

Search Result: 1 of 1

<b>Owner's Name</b>	ALLEN TERENCE E		
<b>Mailing Address</b>	439 SW CALLAWAY DR LAKE CITY, FL 32024		
<b>Site Address</b>	259 SW WEIRSDALE PL		
<b>Use Desc. (code)</b>	MOBILE HOM (000200)		
<b>Tax District</b>	3 (County)	<b>Neighborhood</b>	14415
<b>Land Area</b>	2.500 ACRES	<b>Market Area</b>	01
<b>Description</b>	NOTE: This description is not to be used as the Legal Description for this parcel in any legal transaction.		
E1/2 OF LOT 2 BLK A PINEMOUNT HEIGHTS S/D. ORB 851-434, DC QUEEN ALLEN 936-582, WD 1005-2138.			



## Property & Assessment Values

2017 Certified Values		
Mkt Land Value	cnt: (0)	\$17,750.00
Ag Land Value	cnt: (3)	\$0.00
Building Value	cnt: (1)	\$35,008.00
XFOB Value	cnt: (2)	\$1,600.00
<b>Total Appraised Value</b>		\$54,358.00
<b>Just Value</b>		\$54,358.00
<b>Class Value</b>		\$0.00
<b>Assessed Value</b>		\$54,358.00
<b>Exempt Value</b>		\$0.00
<b>Total Taxable Value</b>	Cnty: \$54,358 Other: \$54,358   Schl: \$54,358	

2018 Working Values <span style="float: right;">(...Hide Values)</span>		
Mkt Land Value	cnt: (0)	\$18,350.00
Ag Land Value	cnt: (3)	\$0.00
Building Value	cnt: (1)	\$37,465.00
XFOB Value	cnt: (2)	\$1,600.00
<b>Total Appraised Value</b>		\$57,415.00
<b>Just Value</b>		\$57,415.00
<b>Class Value</b>		\$0.00
<b>Assessed Value</b>		\$57,415.00
<b>Exempt Value</b>		\$0.00
<b>Total Taxable Value</b>	Cnty: \$57,415 Other: \$57,415   Schl: \$57,415	

**NOTE:** 2018 Working Values are NOT certified values and therefore are subject to change before being finalized for ad valorem assessment purposes.

## Sales History

Show Similar Sales within 1/2 mile

Sale Date	OR Book/Page	OR Code	Vacant / Improved	Qualified Sale	Sale RCode	Sale Price
1/28/2004	1005/2138	WD	V	U	06	\$9,000.00

## Building Characteristics

Bldg Item	Bldg Desc	Year Blt	Ext. Walls	Heated S.F.	Actual S.F.	Bldg Value
1	SFR MANUF (000200)	1995	(31)	2103	2393	\$37,465.00

Note: All S.F. calculations are based on exterior building dimensions.

## Extra Features & Out Buildings

Code	Desc	Year Blt	Value	Units	Dims	Condition (% Good)
0190	FPLC PF	2004	\$1,200.00	0000001.000	0 x 0 x 0	(000.00)



0296	SHED METAL	2005	\$400.00	0000001.000	0 x 0 x 0	(000.00)
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**Land Breakdown**

Lnd Code	Desc	Units	Adjustments	Eff Rate	Lnd Value
000200	MBL HM (MKT)	1 LT - (0000002.500AC)	1.00/1.00/0.60/1.00	\$15,600.00	\$15,600.00
009945	WELL/SEPT (MKT)	1 UT - (0000000.000AC)	1.00/1.00/1.00/1.00	\$2,000.00	\$2,000.00
009947	SEPTIC (MKT)	1 UT - (0000000.000AC)	1.00/1.00/1.00/1.00	\$750.00	\$750.00

Columbia County Property Appraiser

updated: 12/6/2017

1 of 1

**DISCLAIMER**

This information was derived from data which was compiled by the Columbia County Property Appraiser Office solely for the governmental purpose of property assessment. This information should not be relied upon by anyone as a determination of the ownership of property or market value. No warranties, expressed or implied, are provided for the accuracy of the data herein, it's use, or it's interpretation. Although it is periodically updated, this information may not reflect the data currently on file in the Property Appraiser's office. The assessed values are NOT certified values and therefore are subject to change before being finalized for ad valorem assessment purposes.

# Columbia County Tax Collector

generated on 12/13/2017 11:26:08 AM EST

## Tax Record

Last Update: 12/13/2017 11:26:08 AM EST

Register for eBill

### Ad Valorem Taxes and Non-Ad Valorem Assessments

The information contained herein does not constitute a title search and should not be relied on as such.

Account Number	Tax Type	Tax Year			
R00367-157	REAL ESTATE	2017			
<b>Mailing Address</b> ALLEN TERENCE E 439 SW CALLAWAY DR LAKE CITY FL 32024		<b>Property Address</b> 259 WEIRSDALE SW LAKE CITY  <b>GEO Number</b> 144S15-00367-157			
<b>Exempt Amount</b>	<b>Taxable Value</b>				
See Below	See Below				
<b>Exemption Detail</b>	<b>Millage Code</b>	<b>Escrow Code</b>			
NO EXEMPTIONS	003	651			
<b>Legal Description (click for full description)</b>					
14-4S-15 0200/0200 2.50 Acres E1/2 OF LOT 2 BLK A PINEMOUNT HEIGHTS S/D. ORB 851-434, DC QUEEN ALLEN 936-582, WD 1005-2138.					
Ad Valorem Taxes					
Taxing Authority	Rate	Assessed Value	Exemption Amount	Taxable Value	Taxes Levied
BOARD OF COUNTY COMMISSIONERS	8.0150	54,358	0	\$54,358	\$435.68
COLUMBIA COUNTY SCHOOL BOARD					
DISCRETIONARY	0.7480	54,358	0	\$54,358	\$40.66
LOCAL	4.3200	54,358	0	\$54,358	\$234.83
CAPITAL OUTLAY	1.5000	54,358	0	\$54,358	\$81.54
SUWANNEE RIVER WATER MGT DIST	0.4027	54,358	0	\$54,358	\$21.89
LAKE SHORE HOSPITAL AUTHORITY	0.9620	54,358	0	\$54,358	\$52.29
<b>Total Millage</b>		15.9477	<b>Total Taxes</b>		\$866.89
Non-Ad Valorem Assessments					
Code	Levying Authority	Amount			
FFIR	FIRE ASSESSMENTS	\$439.96			
GGAR	SOLID WASTE - ANNUAL	\$386.00			
<b>Total Assessments</b>		\$825.96			
<b>Taxes &amp; Assessments</b>		\$1,692.85			
<b>If Paid By</b>		<b>Amount Due</b>			

\$0.00

Date Paid	Transaction	Receipt	Item	Amount Paid
11/25/2017	PAYMENT	9975140.0001	2017	\$1,625.14

Prior Years Payment History

**Prior Year Taxes Due**

NO DELINQUENT TAXES

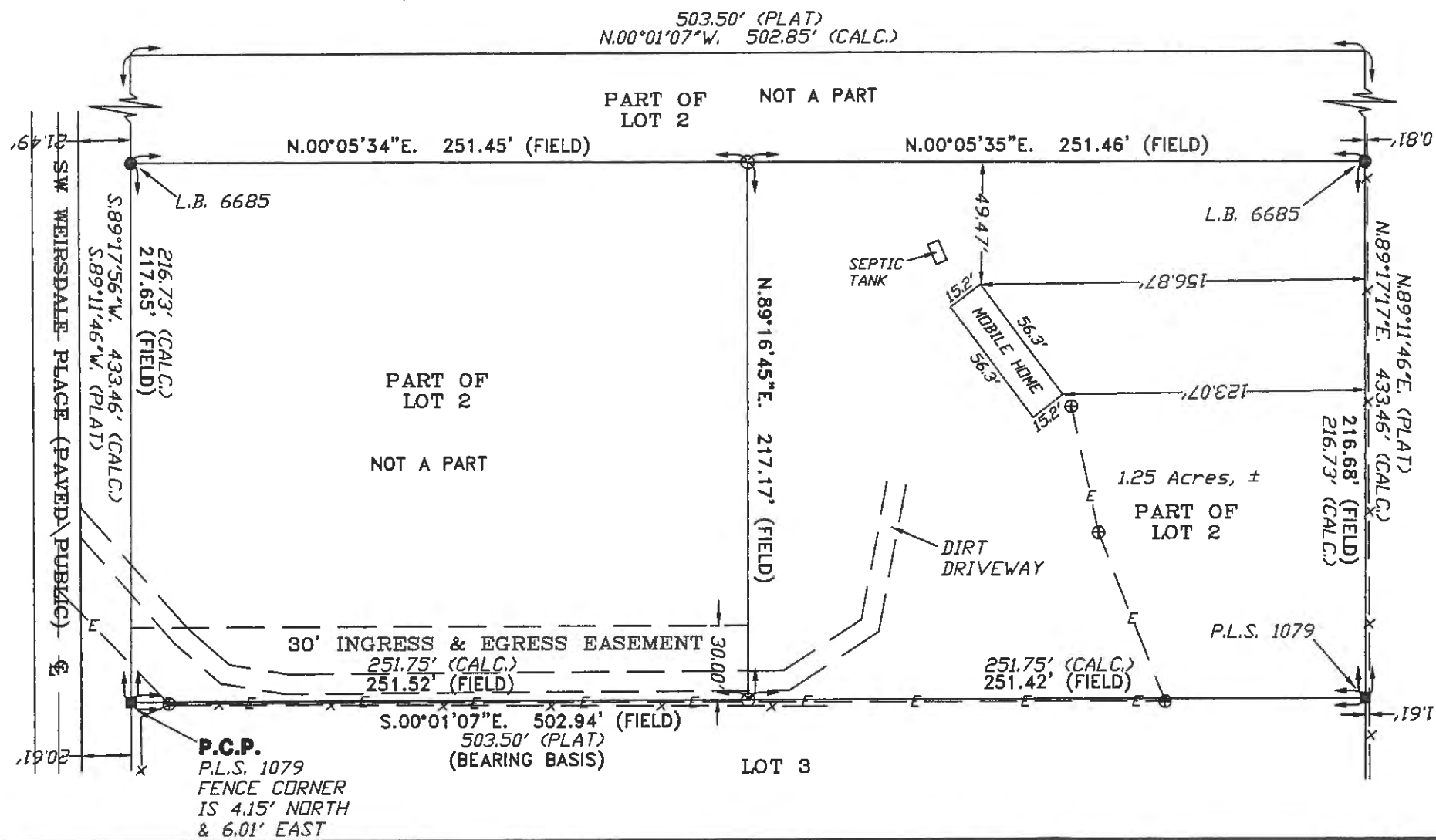
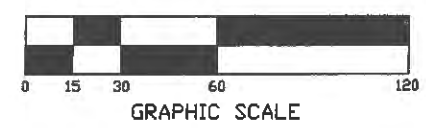
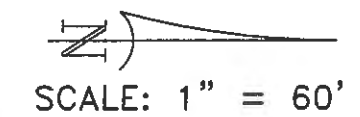
**SURVEYOR'S NOTES:**

- BOUNDARY BASED ON MONUMENTATION FOUND IN ACCORDANCE WITH THE RETRACEMENT OF THE ORIGINAL SURVEY FOR SAID PLAT OF RECORD.
- BEARINGS ARE BASED ON SAID PLAT OF RECORD AND THE BEARING BASIS SHOWN HEREON.
- IT IS APPARENT THAT THIS PARCEL IS IN ZONE "X" AND IS DETERMINED TO BE OUTSIDE THE 500 YEAR FLOOD PLAIN AS PER FLOOD RATE MAP, DATED 4 FEBRUARY, 2009 FIRM PANEL NUMBER 12023C0270C. HOWEVER, THE FLOOD INSURANCE RATE MAPS ARE SUBJECT TO CHANGE.
- THE IMPROVEMENTS, IF ANY, INDICATED ON THIS SURVEY DRAWING ARE AS LOCATED ON DATE OF FIELD SURVEY AS SHOWN HEREON.
- IF THEY EXIST, NO UNDERGROUND ENCROACHMENTS AND/OR UTILITIES WERE LOCATED FOR THIS SURVEY EXCEPT AS SHOWN HEREON.
- THIS SURVEY WAS COMPLETED WITHOUT THE BENEFIT OF A TITLE COMMITMENT OR A TITLE POLICY.
- DIMENSIONS SHOWN HEREON ARE IN FEET AND DECIMAL PARTS THEREOF.
- THIS SURVEY DOES NOT REFLECT OR DETERMINE OWNERSHIP.
- THE ADJACENT OWNERSHIP INFORMATION AS SHOWN HEREON IS BASED ON THE COUNTY PROPERTY APPRAISERS GIS SYSTEM, UNLESS OTHERWISE DENOTED.

BOUNDARY SURVEY IN SECTION 14, TOWNSHIP 4 SOUTH,  
RANGE 15 EAST, COLUMBIA COUNTY, FLORIDA.

**SYMBOL LEGEND:**

■	4"x4" CONCRETE MONUMENT FOUND
□	4"x4" CONCRETE MONUMENT SET
●	IRON PIPE FOUND
○	IRON PIN AND CAP SET
×	"X" CUT IN PAVEMENT
+	CALCULATED PROPERTY CORNER
⊙	NAIL & DISK
⊕	POWER POLE
+	SIGN POST
▲	WATER METER
⊙	UTILITY BOX
*	WELL
⊙	SANITARY MANHOLE
⊕	CENTERLINE
---	SECTION LINE
---E---	ELECTRIC LINES
---X---	WIRE FENCE
---O---	CHAIN LINK FENCE
---□---	WOODEN FENCE
(PLAT)	AS PER A PLAT OF RECORD
(DEED)	AS PER A DEED OF RECORD
(CALC.)	AS PER CALCULATIONS
(FIELD)	AS PER FIELD MEASUREMENTS
P.R.M.	PERMANENT REFERENCE MARKER
P.C.P.	PERMANENT CONTROL POINT



PARCEL # 00369-004  
JONATHAN & DANIELLE PERRY

**DESCRIPTION:**  
NORTH 1/2 OF EAST 1/2 OF LOT 2 OF PINE MOUNT HEIGHTS AS PER THE PLAT THEREOF RECORDED IN PLAT BOOK 6, PAGE(S) 122 & 123 OF THE PUBLIC RECORDS OF COLUMBIA COUNTY, FLORIDA.

TOGETHER WITH AN EASEMENT OVER AND ACROSS THE EAST 30.00 FEET OF THE SOUTH 1/2 OF EAST 1/2 OF LOT 2 OF PINE MOUNT HEIGHTS AS PER THE PLAT THEREOF RECORDED IN PLAT BOOK 6, PAGE(S) 122 & 123 OF THE PUBLIC RECORDS OF COLUMBIA COUNTY, FLORIDA.

CERTIFIED TO:  
TERENCE ALLEN

**SURVEYOR'S CERTIFICATION:**

I HEREBY CERTIFY THAT THIS SURVEY WAS MADE UNDER MY RESPONSIBLE CHARGE AND MEETS THE MINIMUM TECHNICAL STANDARDS AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.

12/06/17 12/10/17  
FIELD SURVEY DATE DRAWING DATE

*Terence Allen*  
L. BRITT BRITT, P.S.M.  
CERTIFICATION # 5737

NOTE: UNLESS IT BEARS THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER THIS DRAWING, SKETCH, PLAT OR MAP IS FOR INFORMATIONAL PURPOSES ONLY AND IS NOT VALID.



**BRITT SURVEYING & MAPPING, LLC**

LAND SURVEYORS AND MAPPERS, L.B. # 8016  
2086 SW MAIN BLVD, SUITE 112, LAKE CITY, FLORIDA 32025  
(386)752-7163 FAX (386)752-5573  
www.brittsurvey.com  
WORK ORDER # L-24935

FIELD BOOK 358 PAGE(S) 07



# 4

COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: December 5, 2017 Meeting Date: December 21, 2017

Name: Shayne Morgan Department: Emergency Management

Division Manager's Signature: [Handwritten Signature]

1. Nature and purpose of agenda item:

The Florida Division of Emergency Management has issued a modification to the 2017-2018 EMPG grant. It is an increase of \$208.00 so the total amount increases from \$52,150 to \$52,358. BA 18-15, total amendment \$208.

Attach any correspondence information, documents and forms for action i.e., contract agreements, quotes, memorandums, etc.

2. Fiscal impact on current budget.

Is this a budgeted item? [ ] N/A [ ] Yes Account No. [X] No Please list the proposed budget amendment to fund this request

Budget Amendment Number: BA 18-15 Fund: 001-GENERAL FUND

Table with 3 columns: FROM, TO, AMOUNT. FROM: 001-0000-331.20-06 FED PUBLIC SAFETY GRANT / EMPG18-FG; TO: 001-2101-525.30-46 OPERATING EXPENDITURES / REPAIRS & MAINTENANCE; AMOUNT: \$208.00

For Use of County Manger Only:

[X] Consent Item [ ] Discussion Item

District No. 1 - Ronald Williams  
District No. 2 - Rusty DePratter  
District No. 3 - Bucky Nash  
District No. 4 - Everett Phillips  
District No. 5 - Tim Murphy



**BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY**

**MEMORANDUM**

DATE: December 5, 2017

TO: Scott Ward, Assistant County Manager

FR: Shayne Morgan, FPEM, Emergency Management Director

RE: Agenda Item: Modification of 2017-2018 EMPG Grant

---

Attached is a modification agreement from the Florida Division of Emergency Management (FDEM), to increase my EMPG grant amount (Federal money) to \$52,358.00. Under the original agreement the funding amount was \$52,150.

I have attached the modification agreement for signature. If you have any additional questions please let me know.

BOARD MEETS FIRST THURSDAY AT 5:30 P.M.  
AND THIRD THURSDAY AT 5:30 P.M.

P. O. BOX 1529 ▼

LAKE CITY, FLORIDA 32056-1529 ▼

PHONE (386) 755-4100

**MODIFICATION #1 TO SUBGRANT AGREEMENT BETWEEN  
THE DIVISION OF EMERGENCY MANAGEMENT AND  
THE COLUMBIA COUNTY**

This Modification is made and entered into by and between the **State of Florida, Division of Emergency Management** ("the Division"), and **Columbia County** ("Recipient"), to modify Contract Number **18-FG-7A-03-22-01-084**, which began on July 1, 2017 ("the Agreement").

WHEREAS, the Division and the Recipient have entered into the Agreement, pursuant to which the Division has provided a subgrant to Recipient under the Emergency Management Preparedness Grant program of **\$52,150.00**;

WHEREAS, the Division and the Recipient desire to modify the Agreement; and,

WHEREAS, the parties desire to increase the amount of funds by **\$208.00**.

WHEREFORE, in consideration of the mutual promises of the parties contained herein, the parties agree as follows:

1. Paragraph 8 of the Agreement is hereby amended to read as follows:

(8) **FUNDING/CONSIDERATION**

- (c) The Division will reimburse the Sub-Recipient only for allowable costs incurred by the Sub-Recipient in the successful completion of each deliverable. The maximum reimbursement amount for each deliverable is outlined in Attachment A and Attachment B of this Agreement ("Budget and Scope of Work"). The maximum reimbursement amount for the entirety of this Agreement is **\$52,358.00**.
2. The funds to be disbursed under this Agreement are increased by the sum of **\$208.00**, so that the total funding hereunder is **\$52,358.00**. The funds subgranted to the Recipient under this Modification must be used in accordance with the following requirements as outlined in the Agreement.
3. The Budget, Attachment A to the Agreement, is hereby modified as set forth in 1<sup>st</sup> Revised Attachment A to this Modification, which is attached hereto and incorporated herein by reference.
4. All provisions of the Agreement being modified and any attachments thereto in conflict with this Modification shall be and are hereby changed to conform with this Modification, effective as of the date of the last execution of this Modification by both parties.

5. All provisions not in conflict with this Modification remain in full force and effect, and are to be performed at the level specified in the Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Modification as of the dates set out below.

**RECIPIENT: COLUMBIA COUNTY**

By: \_\_\_\_\_

Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

**DIVISION OF EMERGENCY MANAGEMENT**

By: \_\_\_\_\_

Name and Title: **Michael Kennett, Deputy Director**

Date: \_\_\_\_\_





# 5

COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: December 11, 2017 Meeting Date: December 21, 2017

Name: Jeff Crawford Department: Fire Department

Division Manager's Signature: [Handwritten Signature]

1. Nature and purpose of agenda item:

Appropriate funds from EMS Grant to be used for ALS engines. BA 18-16, total amendment \$13,474.

Attach any correspondence information, documents and forms for action i.e., contract agreements, quotes, memorandums, etc.

2. Fiscal impact on current budget.

Is this a budgeted item? [ ] N/A [ ] Yes Account No. [X] No Please list the proposed budget amendment to fund this request

Budget Amendment Number: BA 18-16 Fund: 102-MSBU

Table with 3 columns: FROM, TO, AMOUNT. FROM: 102-0000-334.20-27 GRANT IN AID / EMS GRANT; TO: 102-2614-526.30-52 OPERATING EXPENDITURES / OPERATING SUPPLIES; AMOUNT: \$13,474.00

For Use of County Manger Only:

[X] Consent Item [ ] Discussion Item



Fire Chief  
Jeffrey Crawford

## COLUMBIA COUNTY FIRE RESCUE

509 SW Bascom Norris Dr., Lake City, FL 32025  
Office (386) 754-7057 Fax (386) 754-7064

### MEMORANDUM

DATE: December 11, 2017

TO: Ben Scott

FR: Jeffery Crawford

RE: EMS Grant money

---

I am requesting that the EMS grant money be moved to the EMS Grant money account in HTE to be used to buy equipment and supplies required for the ALS engine. Revenue from account 102-0000-334.20-27 to account 102-2614-526.30-52. The amount is \$13,474.



# 6

COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: December 6, 2017 Meeting Date: December 21, 2017

Name: Jeff Crawford Department: Fire Department

Division Manager's Signature: [Handwritten Signature]

1. Nature and purpose of agenda item:

change hiring requirements at hire date to open up a bigger pool of candidates

Attach any correspondence information, documents and forms for action i.e., contract agreements, quotes, memorandums, etc.

2. Fiscal impact on current budget.

Is this a budgeted item? [X] N/A [ ] Yes Account No. [ ] No Please list the proposed budget amendment to fund this request

Budget Amendment Number: Fund:

FROM: TO: AMOUNT:

For Use of County Manger Only:

[X] Consent Item [ ] Discussion Item



Fire Chief  
Jeffrey Crawford

## COLUMBIA COUNTY FIRE RESCUE

509 SW Bascom Norris Dr., Lake City, FL 32025  
Office (386) 754-7057 Fax (386) 754-7064

### MEMORANDUM

DATE: December 6, 2017

TO: Ben Scott

FR: Jeffery Crawford

RE: Job description change

---

I would like to change the initial hiring requirements of the Fleet maintenance supervisor for the fire dept. It states that they must have all of their EVT Tech certifications when hired. These certifications are specific to fire apparatus. I am asking that we keep the ASE Certifications as a prerequisite and give them one year to have all of the EVT requirements.

# Fleet Maintenance Supervisor

## Fire Rescue Department

### **MAJOR FUNCTION:**

This is a skilled supervisory and technical position within the Fire Department. An employee assigned to this classification is responsible for diagnosing, repairing, overhauling and maintaining a wide variety of fleet vehicles and equipment; provides complex technical advice and assistance.

### **ESSENTIAL FUNCTIONS:**

Examples of duties:

Serves on the fleet leadership team in making business and operational decisions about the management of the fleet.

Supervises and performs repairs to ensure the safe repair and diagnosis of equipment used by the Fire Dept.

Coordinates repair shop activities; seeks most effective methods to have maximum number of vehicles in service at all times; uses fleet management system to generate repair information, making entries for labor charged, commercial shops used and parts inventory movement; processes invoices from vendors and performs computer data entry.

Performs various administrative tasks to facilitate the service function of the department; coordinates parts and supply inventory as needed to ensure equipment repair and maintenance can be performed in a timely manner; special orders parts, hand tools and small equipment; coordinates repair and maintenance activities with various groups involved in the process.

Diagnoses, repairs, and rebuilds components of fire and rescue vehicles and apparatus, automotive, light and heavy trucks, trailers and small engine repair.

Performs preventative maintenance as required on all vehicles and equipment.

Performs field service work as required, utilizing service truck and equipment.

Uses all shop equipment.

Prepares repair schedules and determines priority of work to be performed; maintains service records for all equipment; issues service reminders; develops and schedules preventative maintenance programs.

Monitors and directs the use of proper personal safety gear; ensures a safe work environment including handling of hazardous materials and recycling.

## **Fleet Maintenance Supervisor**

Page 2 of 3

Recommends fixed asset purchases for the shop to the Fire Chief.

Maintains professional knowledge in applicable areas and keeps abreast of changes in job related rules, statutes, laws and new business trends; makes recommendations for the implementation of changes; reads and interprets professional literature; attends training programs, workshops and seminars as appropriate; stays abreast of changes in manufacture specifications; serves as safety coordinator and facilitator for the repair facility.

Prepares records and reports on work accomplished.

Performs all related work as required.

NOTE: The examples listed above are intended only as illustrations of the various kinds of work performed in positions allocated to this class. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

### **NON-ESSENTIAL FUNCTIONS:**

Performs other related duties as assigned.

### **WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this position.

While performing the duties of this position, the employee regularly works near moving parts. The employee is frequently exposed to fumes or airborne particles, and vibration. The employee occasionally works in high, precarious places; is occasionally exposed to outdoor weather conditions; extreme heat (non-weather), and risk of electrical shock.

The noise level in the work environment is usually loud.

### **KNOWLEDGE SKILLS AND ABILITIES:**

Considerable knowledge of the methods, practices, tools and equipment used in automotive, truck, heavy equipment and small engine maintenance and repair.

Skilled in the use of tools, machines, and testing instruments of the trade.

Ability to supervise and coordinate the work of others.

Ability to supervise the use of various tools and machines.

Ability to communicate effectively both verbally and in writing

Ability to understand and carry out oral and written instructions, as well as to communicate in writing.

## **Fleet Maintenance Supervisor**

Page 3 of 3

Ability to write technical specifications used in purchasing vehicles and equipment.

Working knowledge of department of transportation and N.F.P.A. standards for commercial and fire vehicles.

### **TRAINING AND EXPERIENCE:** **MINIMUM REQUIRED FOR INITIAL HIRE:**

High school diploma or equivalent.

Minimum 1 year mechanical experience in fleet that demonstrates moderate/advanced abilities related to: diagnostics, high-centrifugal pumps, diesel engines, transmissions, braking systems, electrical systems, HVAC, small engines, and hydraulics.

ASE certifications.

~~Must meet the qualifications as defined in NFPA 1071 Standard for Emergency Vehicle Technician Professional Qualifications for EVT I, II, III.~~

### **CERTIFICATIONS REQUIRED ONE (1) YEAR AFTER INITIAL DATE OF EMPLOYMENT:**

EVT Level I, Level II, Master Level III (F-1, F-2, F-3, F-4, F-6) Certifications—shall be obtained within one (1) year of initial date of employment.

EVT Certifications FA-4, F-7, F-8, M-1, M-2 preferred

ASE certifications may be substituted for various EVT certifications in accordance with NFPA 1071

Qualifications as defined in NFPA 1071 Standard for Emergency Vehicle Technician Professional Qualifications for EVT I, II, and III shall be obtained within one (1) year of initial date of employment.

### **ESSENTIAL PHYSICAL ABILITIES AND DEMANDS:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position.

While performing the duties of this position, the employee is frequently required to use hands to finger, handle or feel and reach with hands and arms. The employee is frequently required to stand; walk; sit; climb or balance; stoop, kneel, crouch or crawl, and talk or hear

The employee must regularly lift and/or move up to 25 pound. The employee must occasionally lift and/or move in excess of 100 pounds.

### **PROFESSIONAL LICENSES:**

Possession of a valid driver's license issued by the State of Florida.

PAY GRADE: ~~30~~ F21

Non-Exempt

BCC Approved: 9/21/2017, 12/7/2017





# 7

COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: November 27, 2017 Meeting Date: December 21, 2017

Name: Kevin Kirby Department: Public Works

Division Manager's Signature: [Handwritten Signature]

1. Nature and purpose of agenda item:

Approve Winfield Class I and Class III 5 year permit renewals and Winfield Class III expansion construction permit.

Attach any correspondence information, documents and forms for action i.e., contract agreements, quotes, memorandums, etc.

2. Fiscal impact on current budget.

Is this a budgeted item? [ ] N/A [X] Yes Account No. 40134005343031 [ ] No Please list the proposed budget amendment to fund this request

Budget Amendment Number: Fund:

FROM: TO: AMOUNT:


For Use of County Manger Only:

[X] Consent Item [ ] Discussion Item



**BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY**

**Memo**

**Date:** November 1, 2017  
**To:** Kevin Kirby, Assistant County Manager  
**From:** Ed Lontz, Solid Waste Director   
**RE:** Engineer- FDEP Class I & Class III Permit Renewals  
& Class III Expansion Construction Permit

---

Please find attached a letter from Darabi and Associates Inc., in regards to the Winfield Solid Waste Departments Mandatory (5) five year Permit Renewal for Class I and Class III that will expire on February 26, 2018 and the Class III Expansion Construction Permit with FDEP.

Included are the addendums that authorizes the Engineer to complete the scope of services that was budgeted for in FY17/18.

Addendum No. 1-Winfield Class I and Class III (5) five year Permit Renewals  
Lump Sum Cost \$65,000.  
FDEP deadline to submit 12/27/2017

Addendum No. 2- Winfield Class III Expansion Construction Permit  
Lump Sum Cost \$95,000.

If any additional information is needed, please advise.

Addendum No. 1  
2017- 2018 Budget Year  
Engineering Services Agreement  
Winfield Class I, Class III Permit Renewal  
Darabi and Associates, Inc.  
Columbia County Board of County Commission

**Winfield Class I, Class III Landfills Permit Renewal**

The Mandatory DEP 5 years permit renewal application, facility updated Operations Plan and other tasks identified within the attached D&A letter dated Oct. 24, 2014 must be prepared and submitted to DEP on or before December 27, 2017. This addendum authorizes D&A to accomplish the tasks.

Lump Sum Cost \$65,000.00

Total This Addendum \$65,000.00

Darabi and Associates, Inc.

Columbia County public Works

Frank Darabi, P.E.  
President

Kevin Kirby,  
Director

October 24, 2017

Mr. Edfred Lontz, Director  
Columbia County Solid Waste Dept.  
P.O. Box 1529  
Lake City, FL 32056

**RE: Proposal to Prepare DEP Operations Permit Renewal Application  
Columbia County Winfield Class I and Class III Landfills**

Dear Edfred:

As requested, Darabi and Associates, Inc. (D&A) has prepared this scope of work to prepare an operations permit renewal application package for the Columbia County Winfield Class I and Class III Landfill as required by the Florida Department of Environmental Protection (DEP). The current DEP permit (DEP Permit No.: 9862-015-SC) expires on February 26, 2018. Per Specific Condition 2.A.3 of the existing permit the renewal application is due to the DEP no later than 60 days prior to expiration, which correlates to a due date of December 27, 2017. Due to this requirement it is essential to have the permit renewal application completed immediately. The proposal is discussed in detail below including: scope of services, estimated fee, schedule and assumptions.

**SCOPE OF SERVICES**

**Task 1 – Preparation of Permit Renewal Application**

D&A will prepare the permit renewal application package which will include the following elements:

- **Form 62-701.900(1) - D&A** will prepare DEP Form 62-701.900(1). Information required on this form pertains to the facility in general, landfill construction, Operation Plan, Gas Monitoring Plan, Groundwater Monitoring Plan, Financial Assurance and Closure Plan. As required by the Northeast District of the DEP backup data for all sections of the Form will be included in the appendices of the Engineering Report.
- **Engineering Report - D&A** will prepare an engineering report for inclusion in the permit application. The engineering report will be based on information presented in the previous permit application. This document will be revised to address current regulations and any operational changes that may have occurred at the facility since issuance of the current permit.

- **Financial Assurance Documentation** - D&A will prepare the financial assurance cost estimate (long-form) in accordance with 62-701.630. The required backup documentation, including availability of on-site soils will be included as an appendix to the cost estimate.
- **Monitoring Plan Evaluation** - D&A will prepare the technical report required by Rule 62-701.620(6), F.A.C. The report will summarize and interpret the water quality monitoring results and water level measurements collected during the past two and one-half years. The report will contain the following elements:
  - Tabular displays of any data which shows that a monitoring parameter has been detected, and graphical displays of any leachate indicator parameters detected (such as pH, specific conductance, TDS, TOC, sulfate, chloride, sodium and iron), including hydrographs for all monitoring wells;
  - Trend analyses of any monitoring parameters consistently detected;
  - Comparisons among shallow, middle, and deep zone wells;
  - Comparison between background water quality and the water quality in detection and compliance wells;
  - Correlations between related parameters such as total dissolved solids and specific conductance;
  - Discussion of erratic and/or poorly correlated data;
  - An interpretation of the groundwater contour maps, including an evaluation of groundwater flow rates; and
  - An evaluation of the adequacy of the water quality monitoring frequency and sampling locations based upon site conditions.
- **Operations and Maintenance Plans Revisions** -D&A will review the current operations and maintenance plans and update them to be consistent with actual operational procedures.
- **Closure and Long-Term Care Plan Revisions** - The Closure and Long-Term Care Plan will be evaluated and modified, as necessary, to reflect minor changes in closure design, long-term care requirements, and financial responsibility documentation. No significant modifications to the closure design, such as steeper side slopes or vertical expansion, are included in this scope.

**Task 2 – Respond to Requests for Additional Information (if necessary)**

D&A will prepare response(s) to DEP Request(s) for Additional Information. D&A will meet with DEP staff to discuss the RAI issues prior to submittal of the response(s).

**Task 3 – Review Draft Permit**

D&A will review the draft DEP permit and prepare a memorandum of proposed revisions if necessary.

**EXCLUSIONS AND CONDITIONS:**

There is nothing included in this proposal that is not specifically listed herein. No additional services will be initiated without prior approval from the County. The following items are specific exclusions and conditions of this work scope.

- A. The DEP permit renewal application fee will be provided by County.
- B. The County will pay for all advertising fees.
- C. Modifications to the storm water, or environmental resources permit (ERP), including wetlands, will not be required.

Proposed Lump Sum Fee as previously presented and budgeted for 2017-2018 Fiscal year. D&A proposes to complete the scope of work as detailed above for a Lump Sum amount of \$65,000. If acceptable, please have the attached Contract addendum signed. As per our recent conversation and to avoid missing the deadline, we have started the document preparations at our own risk.

If you have any questions, please call me at 352-376-6533.

Sincerely,



Frank Darabi, P.E.  
President  
Darabi And Associates, Inc.

CC: Kevin Kirby, Public Works Director

Addendum No. 2  
2017- 2018 Budget Year  
Engineering Services Agreement  
Winfield Class III New Area  
Construction Permit Application  
Darabi and Associates, Inc.  
Columbia County Board of County Commission

**Winfield Class III New Area Class III Expansion**

The existing Class III area is fast approaching its capacity limit. The County Commission authorized and we have been working with DEP to allow a new area within the existing landfill boundaries to be designated and approved for class III disposal. This authorization as specifically outlined in the attached letter will accomplish the task of obtaining a new Construction permit to prepare the site for class III waste disposal.

Lump Sum Cost	\$95,000.00
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Total This Addendum	\$95,000.00
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Darabi and Associates, Inc.

Columbia County public Works

Frank Darabi, P.E.  
President

Kevin Kirby,  
Director

November 1, 2017

Mr. Edfred Lontz, Director  
Columbia County Solid waste dept.  
P O Box 1529  
Lake City, FL 32056

RE: Winfield Solid Waste Management Facility  
New Class III Landfill Permitting – First Cell Construction Permit Application  
Proposal to Provide Design and Permitting Services – Phase II

Dear Ed:

As we have discussed previously, the County needs to permit and construct additional Class III waste disposal areas. Darabi and Associates, Inc. (D&A) is pleased to provide this scope of services and fee estimate to perform the second phase of permitting and design services associated with the construction and operation of an approximately 25-acre Class III disposal area.

**Scope of Services – Phase II**

The Phase II scope of services is based on the FDEP having already approved the liner exemption request we submitted during Phase I and the comments received on same. D&A will prepare a construction permit application package for an approximate 25-acre Class III cell to the west of the existing Class I disposal area. The application package will include the following:

- a) FDEP permit application form
- b) Grading plan
- c) Closure plan
- d) Settlement analysis
- e) Slope stability analysis
- f) Revised groundwater monitoring plan
- g) Revised financial assurance cost estimates
- h) Permit-level engineering design plan set to include Cell I Construction details of the New class III Landfill area.



**Phase II – Lump Sum Fee As Budgeted**

D&A will complete the scope of services defined herein for a Lump Sum Fee of \$95,000.00. This includes all costs associated with the permitting process, including responding to DEP RAI and any additional requirements, until a Construction Permit is issued.

We appreciate the opportunity to continue to be of service. Please do not hesitate to contact me if you have any questions.

Respectfully,

A handwritten signature in black ink, appearing to read 'Frank Darabi', written over a horizontal line.

Frank Darabi, P.E.  
President  
Darabi And Associates, Inc.



# 8

**COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM REQUEST FORM**

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: December 8, 2017 Meeting Date: December 21, 2017

Name: Kevin Kirby Department: Public Works

Division Manager's Signature: 

**1. Nature and purpose of agenda item:**

**Recommendation to pay Duval Ford an additional \$5,105 on purchase of 2018 pickup truck due to scrivener's error.**

Attach any correspondence information, documents and forms for action i.e., contract agreements, quotes, memorandums, etc.

**2. Fiscal impact on current budget.**

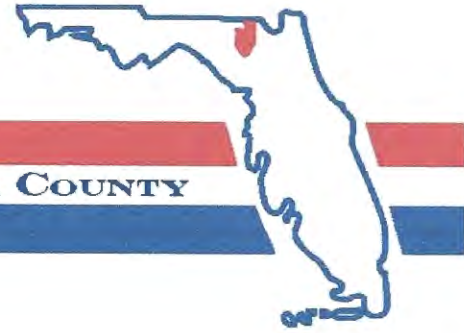
Is this a budgeted item?  N/A  
 Yes Account No. 10142705416064  
 No Please list the proposed budget amendment to fund this request

Budget Amendment Number: \_\_\_\_\_ Fund: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_ AMOUNT: \_\_\_\_\_

**For Use of County Manger Only:**

Consent Item  Discussion Item



**BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY**

## Memo

**Date:** December 7, 2017  
**To:** Ben Scott, County Manager  
**From:** Kevin Kirby, Assistant County Manager   
**RE:** Duval Ford

---

During FY 16/17 we purchased a truck utilizing State Contract pricing with Duval Ford being the approved vendor for our area. Therefore, we contacted Duval Ford and had them confirm the price from the State Contract. They made a scrivener's error when pricing and sent us a price of \$25,091.00 when it should have been \$30,196. We ordered the truck based on the information Duval Ford provided. When the truck arrived, Duval Ford invoices us for \$25,091.00 which we paid.

On November 22, 2017 I was contacted by Jeff Raynor from Duval Ford. He followed up our conversation with the attached letter which explains the situation. A copy of the State Contract pricing is also attached which shows the correct price.

Based on the fact that the shortage was caused by human error, I am recommending that we pay Duval Ford the additional \$5,105.00.



11/24/2017

Kevin Kirby  
Columbia County  
P.O. Box 1529  
Lake City, Florida 32056-1529

Dear Kevin Kirby,

As per our conversation on 11/22/17 I am writing you to request remaining payment on PO 24712. Here is a brief summary of the events which led to the shortfall on our quote.

On or about 3/30/17, Duval Ford quoted to Columbia County a price of \$25,091.00 for 1 2017 F-350 regular cab truck with a service body utilizing Florida Sheriff's Association contract #FSA16-VEL 14.01. The correct price of said vehicle is \$30,196. Apparently, we priced the body on the quote for \$395.00 when it should have been \$5,500 per item KSB 696J per the FSA contract. To make matters worse we built the truck, delivered it and then invoiced it for that same base price of \$25,091.00 and even accepted payment for it which we have not cashed. We certainly are embarrassed about the comedy of errors and are requesting the difference of \$5,105.00 be sent according to contract terms and conditions. Also, the reconciliation will allow Duval Ford to remit proper fees to FSA resolving the outstanding remittance required per contract.

Sincerely,



Jeff Raynor



**Duval Ford**  
**1616 Cassat Ave**  
**Jacksonville, FL 32210**

**INVOICE**  
**NO : HEE50005**

Name	COLUMBIA COUNTY		11/24/2017
Address	PO BOX 1529	Order No.	
City	LAKE CITY State FL 32056	PO No.	24712
Phone	904-719-7565		
Email	KEVIN.KIRBY@COLUMBIACOUNTYFLA.COM		

LINE	Description	Unit Price	TOTAL
1	N 17 FORD F-250/GOVT-9176 1FTBF2B67HEE50005	\$30,196.00	\$30,196.00
	PAYMENT RECEIVED		\$25,091.00
	BALANCE DUE		\$5,105.00
	PLEASE REMIT TO:		
	DUVAL FORD C/O Janet Connors 1616 Cassat Ave JACKSONVILLE, FL 32210 904-381-6595 JANET.CONNORS@DUVALFORD.COM		

	SubTotal	\$5,105.00
	Shipping & Handling	
	<b>TOTAL</b>	<b>\$5,105.00</b>

Cash \_\_\_\_\_  
 Check \_\_\_\_\_  
 Credit Card \_\_\_\_\_

Name \_\_\_\_\_  
 CC # \_\_\_\_\_  
 Expires \_\_\_\_\_

Office Use Only

Thank you for doing business with us!



**DUAL**  
**State Employee**  
**Contract Pricing**

State Employees, as well as County and City Employees and their immediate families, can now get their new Ford car, truck or SUV at **COST** using State Employee Contract Pricing.

CALL: (800) 646-0584 or go to [www.duvalford.com](http://www.duvalford.com)

**LAKE CITY**

*Corrected Copy*

Prepared for:		Contract Holder	DATE:
LAKE CITY DEWEY MOORE 386-867-4459 DMOORE@COLUMBIACOUNTYFLA.COM		Duval Ford Fleet Sales Bambi Darr (Work) 904-381-6596 (Fax) 904-387-6816 Bambi.Darr@duvallfleet.com 1616 Cassat Ave. Jax, FL 32210	
PLEASE CONFIRM RECEIPT OF QUOTE VIA EMAIL			
<p><i>I appreciate your interest and the opportunity to quote. Prices are published by the Florida Sheriff's Association/ Florida Association of Counties &amp; Florida Fire Chiefs' Association Automotive Contract #FSA16-VEL14.0 chassis / FSA16-VEL24.0. (www.flsheriffs.org) If you have any questions regarding this quote please call! Vehicle will be ordered white exterior unless specified on purchase order.</i></p>			
Labor	Code	Equipment	Price
	SPEC 56	2017 FORD F-250 3/4 TON REG CAB PICKUP TRUCK - 4X4 (F2B)	\$ 22,797.00
	600A	XL TRIM PACKAGE	NC
	996	6.2L V8 GAS ENGINE	NC
	44S	6 SPEED AUTO TRANSMISSION	NC
	142	142" WHEEL BASE 8' BED	NC
	X3E	3.73 ELEC LOCKING AXLE	NC
	100A	EQUIPMENT GROUP: XL	NC
	90L	POWER WINDOWS/DOOR LOCKS	\$ 914.00
	KSB 696J	8 FT KNAPEIDE SERVICE BODY (696J)	\$ 5,500.00
	31V.31B	SHIP THROUGH TO INCLUDE WEIGHT SLIP, CERTIFICATION, MSO AND DEALER PDI	\$ 260.00
	HD TOW	TOW PACKAGE- CLASS IV FRAME MOUNTED TRAILER HITCH, 2" RECEIVER, 2" BALL, PIN & CLIP	\$ 725.00
	Z1	EXTERIOR: OXFORD WHITE	NC
	AS	INTERIOR: GRAY VINYL 40/20/40	STD
		RUBBER FLOOR	STD
VENDOR COMMENTS	PLEASE CLEARLY NOTATE ON YOUR PURCHASE ORDER WHERE DUVAL FORD IS TO SHIP YOUR VEHICLE. HOW THE VEHICLE IS TO BE TITLED, AND WHERE THE INVOICE IS TO BE MAILED.		
UNIT COST			\$ 30,196.00
TOTAL QUANTITY 1			TOTAL PURCHASE \$ 30,196.00

<b>VEHICLE:</b>	F-250 SD (W2B)			
<b>DEALER:</b>	DUVAL FORD LLC	DUVAL FORD LLC	DUVAL FORD LLC	DUVAL FORD LLC
<b>ZONE:</b>	★ Western	★ Northern	★ Central	★ Southern
<b>BASE PRICE:</b>	\$25,965.00	\$25,965.00	\$26,279.00	\$26,279.00

SpaceKap <sup>1</sup>	Steel truck cap <i>SpaceKap - 8' Compak (Transferable Service Body). Body can be placed in any 8' truck bed. Easily transferable. Also available for 6' truck bed. Add Contractor Bin Pkg for \$1,435. Add Service Pkg for \$2,885.</i> <sup>1</sup>	\$8,990.00 <sup>1</sup>
	Tow hooks	Std
LG12 <sup>1</sup>	1,200 lb. lift gate <i>Thieman or Tommy Gate for Pickup bed or Service Body</i> <sup>1</sup>	\$2,996.00 <sup>1</sup>
8KW <sup>1</sup>	8,000 lb. winch with remote <i>Warn Winch with Remote. Requires WGG: Grill Guard with winch plate. Options available at different ratings</i> <sup>1</sup>	\$1,285.00 <sup>1</sup>
HD TOW <sup>1</sup>	Trailer towing package, to include heavy duty flashers, wiring for trailer plug (7 prong round), and class IV frame mounted trailer hitch with 2" square removable receiver, 1" shank with 2" ball. Does not include trailer tow mirrors. May be dealer installed. <i>Includes all manufacturer's standard towing components; exceeds spec. Upgrades to complete package with 2.5" receiver with sleeve and hardware (solid HD shank and solid Pin&amp;Clip). For pintle ball combination add \$245. Tow mirrors are standard equipment. Recommend Locking differential and factory electric brake controller integrated into dash. Specify if 6 way or custom plug (wiring) to be added.</i> <sup>1</sup>	\$725.00 <sup>1</sup>
LINX SB <sup>1</sup>	Spray-on bedliner for utility body <i>For rear bumper add \$100. For Drop down doors both sides add \$175. HD LINEX Brand.</i> <sup>1</sup>	\$855.00 <sup>1</sup>
RSB C2 <sup>1</sup>	Knapheide, Reading or approved equivalent utility body - specify <i>Reading Classic II: See (31b) Reading ship through. Flip top lids add \$900. A60 coating weight pressed steel diamond plate floor and tailgate inner panel, slam action tail gate, pooched bumper, IID compartment 18g a doors, rectangular rear lighting. Includes 66D bed credit.</i> <sup>1</sup>	\$5,875.00 <sup>1</sup>
★ KSB 696J <sup>1</sup>	Manufacturer's standard service unibody, 14 gauge construction - specify. May be dealer installed. (NOTE: If you are ordering a service body, we are advising you to contact your awarded vendor.) <i>Knapheide Brand 696J service body. See (31v) Factory Knapheide ship through. Fliptop lids add \$800, master locks add \$500, cabinet lights \$500, power locks \$850. NA with PC. Rugged 14gauge two-sided A-40 galvanized steel body shell with a six year warranty. Complete undercoating provides an additional layer of corrosion protection. Double panel door construction combined with stainless steel rotary latches. Includes 66D bed credit.</i> <sup>1</sup>	\$5,500.00 <sup>1</sup>
RSB SL <sup>1</sup>	Manufacturer's standard service modular body, 18 gauge construction - specify. May be dealer installed. (NOTE: If you are ordering a service body, we are advising you to contact your awarded vendor.) <i>Reading sl series SLU98asw with complete stainless steel rotary locks with paddle handles or stainless steel 3point t-handle locks exclusive dual-pro door seal system stainless steel bolt-on block hinges seamless wheelhouse panel incandescent stop, tail, turn and clearance lightslam action tailgate with diamond pattern facer, and stainless steel knee brace hardware. See (31b) Reading ship through. flip top lids add \$900. Includes 66d bed credit.</i> <sup>1</sup>	\$5,350.00 <sup>1</sup>
PC <sup>1</sup>	Powder coating for utility body <i>Reading Brand only</i> <sup>1</sup>	NC <sup>1</sup>
FTC <sup>1</sup>	Fiberglass tonneau cover (painted to match) <i>May substitute Retrax bedcover: • One Piece Polycarbonate Construction • Front Cover Remains Flush With Rolling Cover • Low Profile Design • Opens and Closes Easily With One Hand • Sealed Ball-Bearing Roller Design • No Pull Straps, Velcro, Snaps or Springs • Clamp-on Design • Key Lockable In Any Position • Secures Your Valuable Cargo • Unlimited Hauling Flexibility • Strong Enough To Stand On • UV Protected • No Maintenance • Great For 5th Wheel Towing • Limited Lifetime Warranty</i> <sup>1</sup>	\$1,495.00 <sup>1</sup>
FCHT <sup>1</sup>	Fiberglass cab high topper with front, side and rear windows (painted to match) <i>A.R.E. V Series Fiberglass Topper (5.5' to 8' Bed). Includes front, side, and rear windows.</i> <sup>1</sup>	\$1,715.00 <sup>1</sup>
942 <sup>1</sup>	Daytime running lights <i>Permanent Daytime Running Lamps (942) replace the standard Daytime Running Lamps (DRL - On/Off Cluster Controllable)</i> <sup>1</sup>	\$44.00 <sup>1</sup>
DRL <sup>1</sup>	Immobilize daytime running lights <i>(On/Off Cluster Controllable)</i> <sup>1</sup>	Std <sup>1</sup>



# 9

### COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: December 5, 2017 Meeting Date: December 21, 2017

Name: Kevin Kirby Department: Public Works

Division Manager's Signature: 

**1. Nature and purpose of agenda item:**

Utility permit from AT&T for Cole Terrace.

Attach any correspondence information, documents and forms for action i.e., contract agreements, quotes, memorandums, etc.

**2. Fiscal impact on current budget.**

Is this a budgeted item?  N/A  
 Yes Account No. \_\_\_\_\_  
 No Please list the proposed budget amendment to fund this request

Budget Amendment Number: \_\_\_\_\_ Fund: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_ AMOUNT: \_\_\_\_\_

**For Use of County Manger Only:**

Consent Item  Discussion Item



**COLUMBIA COUNTY BOARD OF COUNTY COMISSIONERS  
UTILITY PERMIT**

Date: 12/01/2017 Permit No. \_\_\_\_\_ County Road NW COLE TERR Section No. \_\_\_\_\_

Permittee AT&T Florida @ W US HWY 90

Address 735 Mill Creek Rd Telephone Number (904) 727-1566

Requesting permission from Columbia County, Florida, hereinafter called the County, to contract, operate and maintain AT&T 83E61174N PROPOSES PLACING AERIAL FIBER CABLE ALONG NW COLE TER CROSSING ST TO PROVIDE SERVICE TO BUSINESSES OF GLEASON PLACE SHOP CTR.

FROM: W US HWY 90 TO: \_\_\_\_\_

Submitted for the Utility Owner by: Brenda Pausche, Engr Asst, bp9757@att.com  
Typed Name & Title Signature Date

1. Permittee declares that prior to filing this application it has determined the location of all existing utilities, both aerial and underground and the accurate locations are shown on the plans attached hereto and made a part of this application. Proposed work is within corporate limits of Municipality: YES ( ) NO ( ). If YES: LAKE CITY ( ) FORT WHITE ( ). A letter of notification was mailed on \_\_\_\_\_ to the following utility owners \_\_\_\_\_

2. The Columbia County Public Works Director shall be notified twenty-four (24) hours prior to starting work and again immediately upon completion of work. The Public Works Director is Kevin Kirby, located at P.O. Box 969, Lake City, FL 32056 Telephone Number (386) 752-5955. The PERMITTEE's employee responsible for Maintenance of Traffic is Randy Vaughn / Michael Dugan Telephone Number (352) 378-9991 / (904) 693-1786 (This name may be provided at the time of the 24 hour notice to starting work.)

3. This PERMITTEE shall commence actual construction in good faith within 30 days after issuance of permit, and shall be completed within 60 days after permitted work has begun. If the beginning date is more than 60 days from date of permit approval, then PERMITTEE must review the permit with the Columbia County Public Works Director to make sure no changes have occurred in the transportation facility that would affect the permitted construction.

4. The construction and maintenance of such utility shall not interfere with the property and rights of a prior PERMITTEE.

5. It is expressly stipulated that this permit is a license for permissive use only and that the placing of utilities upon public property pursuant to this permit shall not operate to create or vest any property right in said holder.

6. Pursuant to Section 337-403(1), Florida Statutes, whenever necessary for the construction, repair, improvement, maintenance, safe and efficient operation, alteration or relocation of all, or any portion of said transportation facility as determined by the Columbia County Public Works Director and/or County Engineer, any or all utilities and appurtenances authorized hereunder, shall be immediately removed from said transportation facility or reset or

relocated thereon as required by the Columbia County Public Works Director and/or County Engineer and at the expense of the PERMITTEE.

7. In case of non-compliance with the County's requirements in effect as of the approval date of this permit, this permit void and the facility will have to be brought into compliance or removed from the right of way at no cost to the County.

8. It is understood and agreed that the rights and privileges herein set out are granted only to the extent of the County's right, title and interest in the land to be entered upon and used by the PERMITTEE, and the PERMITTEE will, at all times, and to the extent permitted by law, assume all risk of and indemnify, defend, and save harmless Columbia County, Florida from any and all loss, damage, cost or expense arising in any manner on account of the exercise or attempted exercise by said PERMITTEE of the aforesaid right and privileges.

9. During construction, all safety regulations of the County shall be observed and the PERMITTEE must take measures, including pacing and the display of safety devices that may be necessary in order to safely conduct the public through the project area in accordance with the Federal Manual on Uniform Traffic Control Devices, as amended for highways.

10. Should the PERMITTEE be desirous of keeping its utilities in place and out of service, the PERMITTEE, by execution of this permit acknowledges its present and continuing ownership of its utilities located between N/A and N/A within the County's right of way as set forth above. PERMITTEE, as its sole expense, shall promptly remove said out of service utilities whenever Columbia County Public Works Director and/or County Engineer determines said removal is in the public interest.

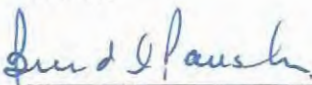
11. Special instructions: Minimum cover of thirty inches (30") will be required at all locations. Columbia County will not be financially responsible for any damage to facilities with less than thirty inches (30") cover. Cables shall not be located within driveway ditches.

12. Additional Stipulations: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

It is understood and agreed that commencement by the PERMITTEE is acknowledgment and acceptance of the binding nature of these specialist instructions.

Submitted By: Brenda Pausche  
Permittee

Place Corporate Seal

  
Engineering Assistant  
Signature and Title

\_\_\_\_\_  
Attested

Utilities Permit  
Page three  
Revised: 8/17/00

Recommended for Approval:

Signature: \_\_\_\_\_

Title: ASS County MANAGER

Date: 12-01-17

Approval by Board of County Commissioners, Columbia County, Florida:

YES ( )      NO ( )

Date Approved: \_\_\_\_\_

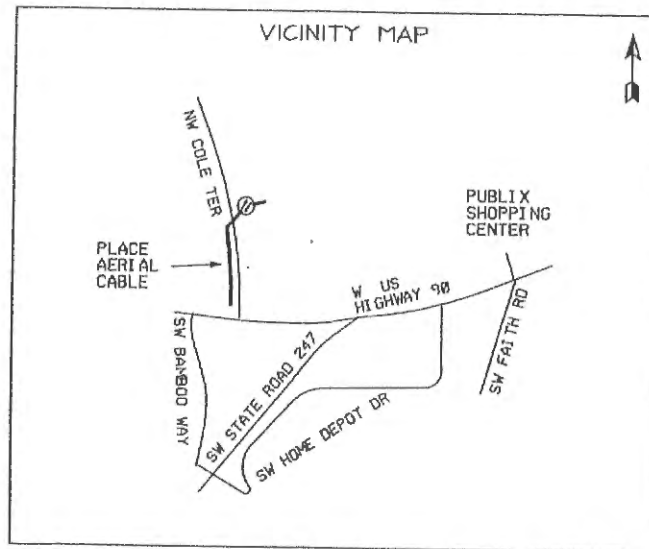
Chairman's Signature: \_\_\_\_\_

*rec'd  
12-1-17*

NOTES:

1. LOCATE ALL UTILITIES / FACILITIES PRIOR TO START OF CONSTRUCTION.
2. CURRENT A.D.A STANDARDS SHALL BE UPHELD AT ALL TIMES.
3. CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTY IN THE VICINITY OF THE CONSTRUCTION SITE.
4. CONTRACTOR SHALL PROVIDE SAFE ACCESS PER D.O.T STANDARD 600 SERIES FOR ALL PEDESTRIAN TRAFFIC THROUGH OR AROUND ALL WORK AREAS.
5. ALL CASINGS (HDPE) / DIRECTION BORES SHALL EXTEND A MINIMUM OF SIX FEET (6') BEYOND EACH EDGE OF PAVEMENT (DRIVEWAYS INCLUDED).

SCOPE OF WORK:  
 PLACING PROPOSED AERIAL FIBER OPTIC CABLE ALONG NW COLE TER, THEN CROSSING THE STREET TO PROVIDE SERVICE TO BUSINESSES OF GLEASON PLACE SHOPPING CENTER.



Permit submittal plans were prepared under the responsibility charge of Utility Company full-time employee Jonathan Maurer and are exempt from the signing and sealing requirements prescribed in Section 471 of the Florida Statutes.

*Jonathan Maurer*  
 Jonathan Maurer

SYMBOL LEGEND		
Proposed	Existing	Description
		AERIAL CABLE
		BURIED CABLE
		BUR ABORT-TRENCH
		POST POLE
		POWER POLE
		ANCHOR & GUT
		PUSH BRACE
		ENCLOSURE
		ENCLOSURE
		MANHOLE
		PIPE/CONDUIT
		CABLE MARKER
		AERIAL SYNC WIRE
		BURIED SYNC WIRE
		JOINT-TRENCH SYNC
	N/A	BORE
	N/A	CUT PAVEMENT
	N/A	SPLINE PIT
	N/A	TRENCH LENGTHENING

ATTSE

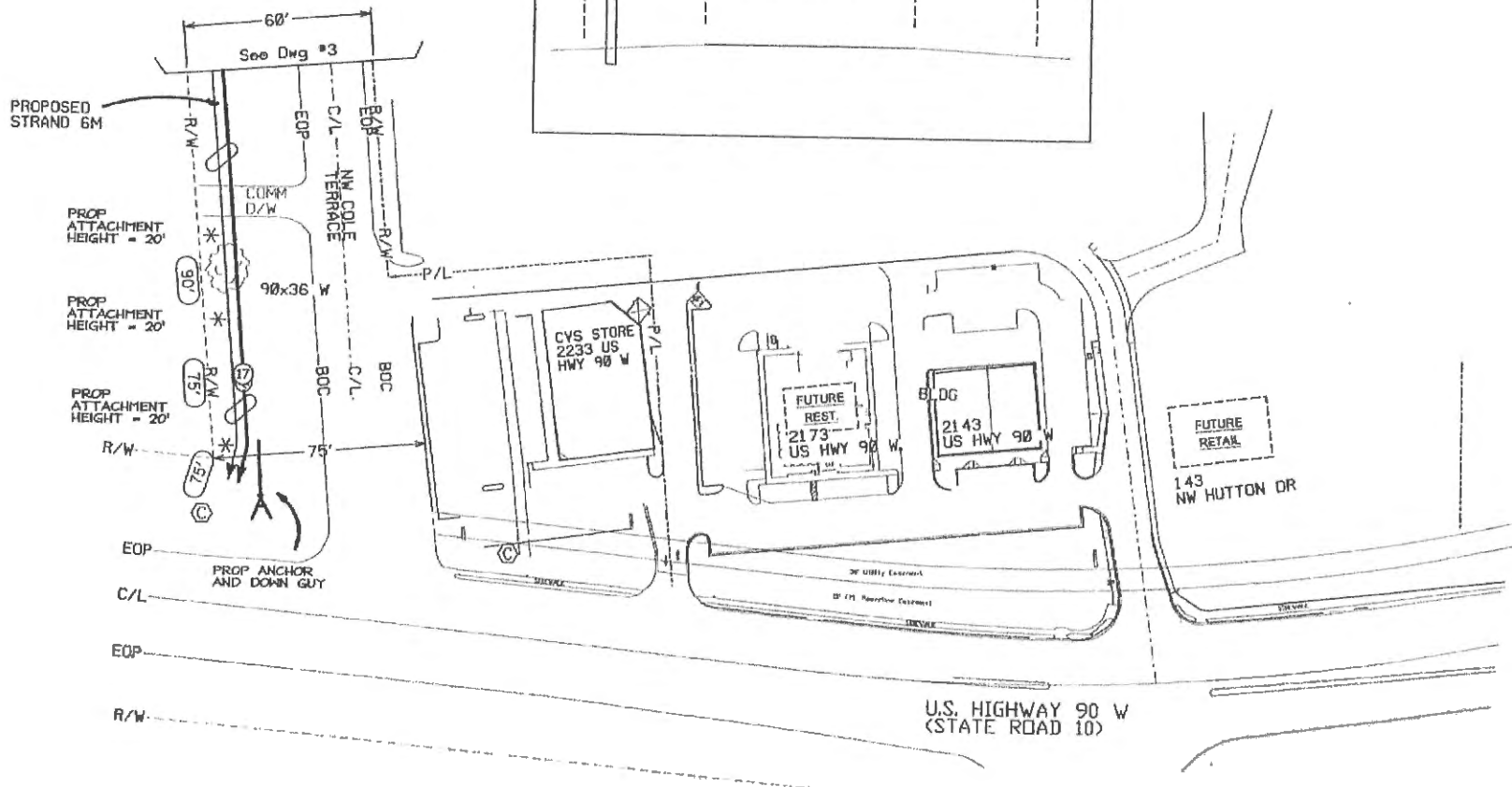
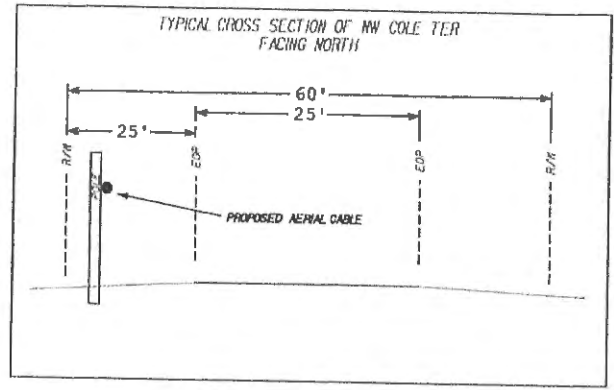
PROPOSED TELEPHONE FACILITIES  
 ON RIGHT OF WAY OF  
 COLUMBIA COUNTY

NW COLE TER & HWY 90

Exchange:	386752
Designator:	Fernandez, Chrls
Phone:	904-727-1554
Authorization:	83E61174N
Drawn:	1 of 3

17 PROPOSED AERIAL FIBER CABLE

All Known Visible Utilities  
Have Been Identified



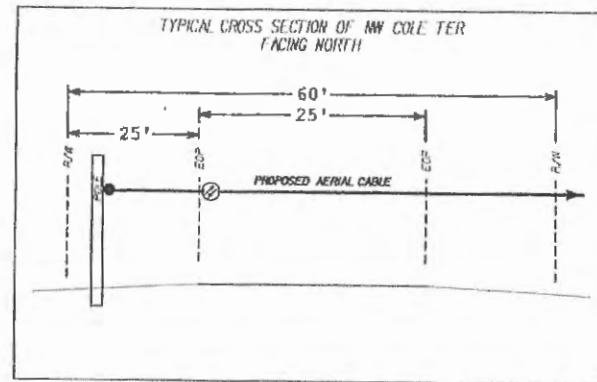
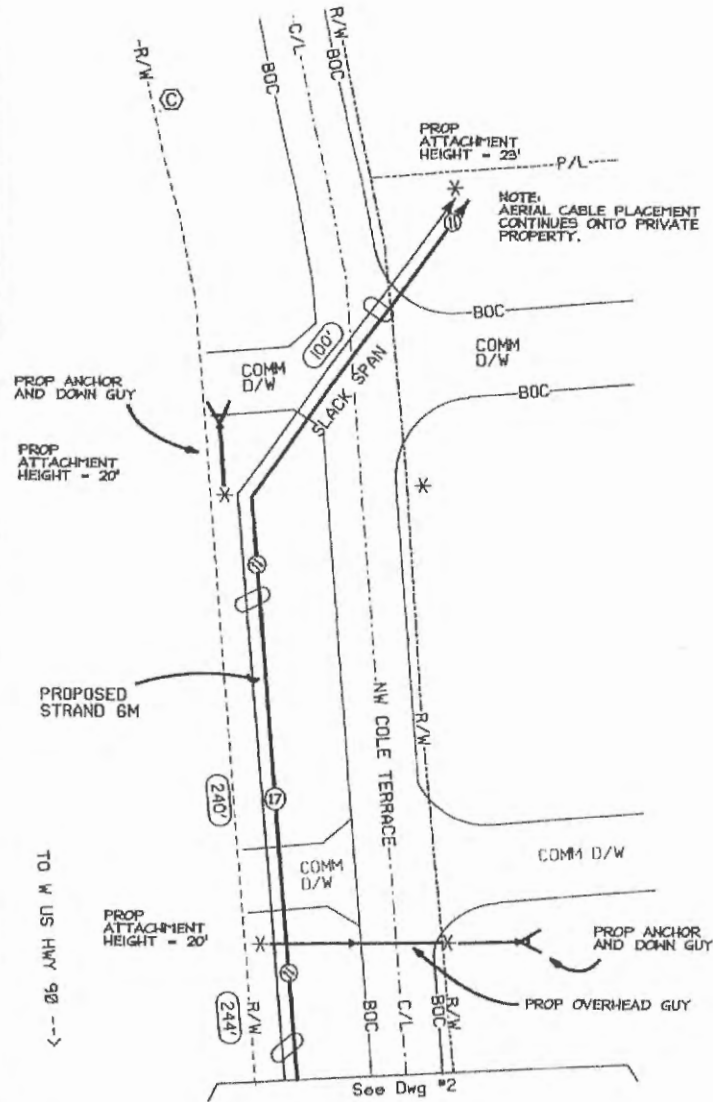
<b>ATTSE</b>	
PROPOSED TELEPHONE FACILITIES ON RIGHT OF WAY OF COLUMBIA COUNTY	
NW COLE TER & HWY 90	
Exchange:	386752
Designer:	Fernandez, Chris
Phone:	904-727-1554
Authorization:	B3E6W74N
Dwg.:	2 of 3

*Jonathan Maurer*  
**Jonathan Maurer**



All Known Visible Utilities  
Have Been Identified

17 PROPOSED AERIAL FIBER CABLE



<b>ATTSE</b>	
PROPOSED TELEPHONE FACILITIES ON RIGHT OF WAY OF COLUMBIA COUNTY	
NW COLE TER & HWY 90	
Exchange:	386752
Design:	Fernandez, Chris
Phone:	904-727-1554
Author/Location:	83E6174N
Dwg.:	3 of 3

*Jonathan Maurer*  
**Jonathan Maurer**



# 10

**COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM REQUEST FORM**

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: December 12, 2017 Meeting Date: December 21, 2017

Name: Kevin Kirby Department: Public Works

Division Manager's Signature: 

**1. Nature and purpose of agenda item:**

Utility permit from AT&T for County Road 252.

Attach any correspondence information, documents and forms for action i.e., contract agreements, quotes, memorandums, etc.

**2. Fiscal impact on current budget.**

Is this a budgeted item?  N/A  
 Yes Account No. \_\_\_\_\_  
 No Please list the proposed budget amendment to fund this request

Budget Amendment Number: \_\_\_\_\_ Fund: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_ AMOUNT: \_\_\_\_\_

**For Use of County Manger Only:**

Consent Item  Discussion Item

AT&T JOB #:83E61176N

COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS  
UTILITY PERMIT

Date: 12-11-17 Permit No. \_\_\_\_\_ County Road CR 252 Section No. \_\_\_\_\_

Permittee At&t Authorized Agent Rebecka Bonts Email: RBonts@truenetcommunications.com  
Address 7666 Blanding Blvd. Jacksonville, Fl. 32244 Telephone Number 904-777-9052 ext.258

Requesting permission from the Columbia County Board of County Commissioners, hereinafter called the County, to contract, operate and maintain: **Proposes to place 1911' of 24 fiber aerial cable lashed to proposed 6M strand and 84' of fiber cable trenched @ 30" min depth and bored @ 48" min depth**

Submitted for the Utility Owner by: Rebecka Bonts AT&T Authorized Agent  
Typed Name & Title Signature Date

1. Permittee declares that prior to filing this application it has determined the location of all existing utilities, both aerial and underground and the accurate locations are shown on the plans attached hereto and made a part of this application. Proposed work is within the corporate limits of Municipality: YES ( ) NO (x ). If YES: LAKECITY ( ) FORT WHITE ( ). A letter of notification was mailed on 12-11-17 to the following utility owners: Columbia Co. public works, comcast, FPL

2. The Columbia County Public Works Director shall be notified twenty-four (24) hours prior to starting work and again immediately upon completion of work. The Public Works Director is Kevin Kirby, located at P.O. Box 969, Lake City, FL 32056 Telephone Number (386) 752-5955. The PERMITTEE's employee responsible for Maintenance of Traffic is Mike Brown, Telephone Number (352) 336-5508 (This name may be provided at the time of the 24 hour notice to starting work).

3. This PERMITTEE shall commence actual construction in good faith within \_\_\_\_\_ days after issuance of permit, and shall be completed within \_\_\_\_\_ days after permitted work has begun. If the beginning date is more than 60 days from date of permit approval, then PERMITTEE must review the permit with the Columbia County Public Works Director to make sure no changes have occurred in the transportation facility that would affect the permitted construction.

4. The construction and maintenance of such utility shall not interfere with the property and rights of a prior PERMITTEE.

5. It is expressly stipulated that this permit is a license for permissive use only and that the placing of utilities upon public property pursuant to this permit shall not operate to create or vest any property right in said holder.

6. Pursuant to Section 337.403(1), Florida Statutes, whenever necessary for the construction, repair, improvement, maintenance, safe and efficient operation, alteration or relocation of all, or any portion of said transportation facility as determined by the Columbia County Public Works Director and/or County Engineer, any or all utilities and appurtenances authorized hereunder, shall be immediately removed from said transportation facility or reset or relocated thereon as required by the Columbia County Public Works Director and/or County Engineer and at the expense of the PERMITTEE.

Utilities Permit



7. In case of non-compliance with the County's requirements in effect as of the approval date of this permit, this permit is void and the facility will have to be brought into compliance or removed from the right of way at no cost to the County.

8. It is understood and agreed that the rights and privileged herein set out are granted only to the extent of the County's right, title and interest in the land to be entered upon and used by the PERMITTEE, and the PERMITTEE will, at all times, and to the extent permitted by law, assume all risk of and indemnify, defend, and save harmless the Columbia County Board of County Commissioners from any and all loss, damage, cost or expense arising in any manner on account of the exercise or attempted exercise by said PERMITTEE of the aforesaid right and privileges.

9. During construction, all safety regulations of the County shall be observed and the PERMITTEE must take measures, including placing and the display of safety devices that may be necessary in order to safely conduct the public through the project area in accordance with the Federal Manual on the Uniform Traffic Control Devices, as amended for highways.

10. Should the PERMITTEE be desirous of keeping its utilities in place and out of service, the PERMITTEE, by execution of this permit acknowledges its present and continuing ownership of its utilities located between \_\_\_\_\_ and \_\_\_\_\_ within the County's right of way as set forth above. PERMITTEE, at its sole expense, shall promptly remove said out of service utilities whenever Columbia County Public Works Director and/or County Engineer determines said removal is in the public interest.

11. Special instruction: Minimum cover of thirty inches (30") will be required at all locations. Columbia County will not be financially responsible for any damage to facilities with less than thirty inch (30") cover. Cables shall not be located within driveway ditches.

12. Additional Stipulations: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

It is understood and agreed that commencement by the PERMITTEE is acknowledgment and acceptance of the binding nature of these special instructions.

Submitted By: Rebecka Bonts

Place Corporate Seal

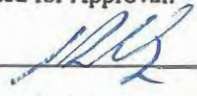
Attest

Signature

 Permittee

Title: AT&T Authorized Agent

Recommended for Approval:

Signature: 

Title : ASS county MEMBER

Date : 12-12-17

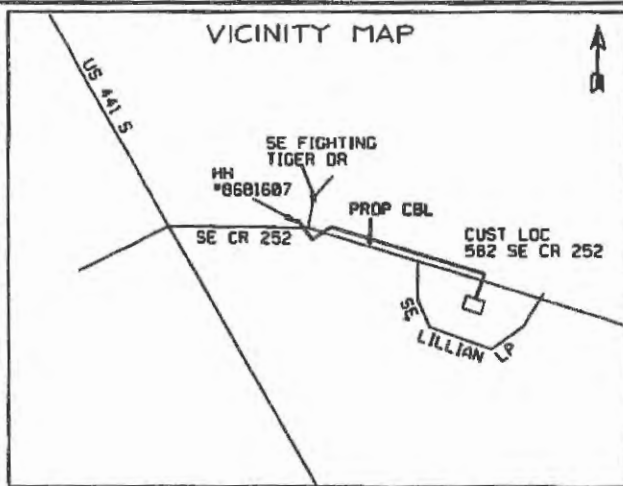
Approved by Columbia County Board of County Commissioners:

YES ( ) NO ( )

Date Approved: \_\_\_\_\_

Chairman's Signature: \_\_\_\_\_

*Rec'd  
12-11-17*



PERMIT TO PLACE FIBER-OPTIC CABLE IN THE RIGHT OF WAY OF  
**COLUMBIA COUNTY**  
 ALONG SE CR 252



SYMBOL LEGEND		
Proposed	Existing	Description
—	—	AERIAL CABLE
—○—	—○—	BURIED CABLE
—BJ—	—BJ—	GUR JOINT-TRENCH
●	○	BST POLE
*	*	POWER POLE
—▲—	—▲—	ANCHOR & CLAY
← PB	← PB	PUSH BRACE
▲	▲	ENCLOSURE
□	□	ENCLOSURE
□	□	MANHOLE
—	—	PIPE/CONDUIT
CA-MKR	CA-MKR	CABLE MARKER
~	~	AERIAL SVC WIRE
---○---	---○---	BURIED SVC WIRE
---BJ---	---BJ---	JOINT-TRENCH SVC
-----	N/A	BORE
▨	N/A	CLAY PAVEMENT
□	N/A	SPLICING PIT
200' @ 24"	N/A	TRENCH LENGTH

**MAINTENANCE OF TRAFFIC PLANS INCLUDED WITH DRAWINGS**

- CONSTRUCTION NOTES:**
- 1) SIDEWALK TO BE REMOVED AND REPLACED AS NEEDED FOR BORE AND CORE
  - 2) RESTORATION PER COUNTY STANDARDS
  - 3) UTILITY LOCATIONS (TELEPHONE AND NON-TELEPHONE) ARE TO BEST INFORMATION AND APPROXIMATE ONLY. SEE OWNERS & CONTRACTORS FOR VERIFICATION OF EXACT LOCATION PRIOR TO WORK OPERATIONS.
  - 4) CALL FOR INSPECTIONS.
  - 5) RESTORE ALL EXCAVATIONS TO ORIGINAL OR BETTER.
  - 6) ALL TRENCHES WILL BE OPENED AND MAINTAINED FOLLOWING STANDARDS. IT IS RECOMMENDED THAT AND DIGGING, SOFT, SOFT DIGGING, VACUUM EXCAVATION ETC. BE USED IN THE 24" TOLERANCE ZONE TO EXPOSE UNDERGROUND FACILITIES.
  - 7) CALL SUNSHINE STATE ONE CALL FLORIDA, INC AT 811 TO REQUEST A LOCATE OF ANY UNDERGROUND FACILITIES AT YOUR EXCAVATION SITE.
  - 8) CONTRACTOR TO PROVIDE A NOTICE OF COMMENCEMENT TO THE PERMIT AGENCY ENGINEERING DEPARTMENT 48 HOURS PRIOR TO BEGINNING CONSTRUCTION.
  - 9) MAINTAIN 18" VERTICAL CLEARANCE, 6' HORIZONTAL CLEARANCE BETWEEN EXISTING UTILITIES AND 36" COVER.

**NOTE TO PERMITTING AGENCY:**

THE BELOW INFORMATION IS THE ORIGINAL DRAFT PERSON WHO HAS DETAILED FIELD KNOWLEDGE OF THE PROPOSED WORK TO BE PERFORMED ON THIS PERMIT REQUEST, AND SHOULD BE THE FIRST POINT OF CONTACT WITH QUESTIONS REGARDING THESE FIELD CONDITIONS AND/OR CORRECTIONS TO THIS PERMIT REQUEST.

**RYAN STANLEY**  
 904-806-8104

**FDOT MOT 612 TO BE USED**

**SCOPE OF WORK:**

PLACE NEW FIBER-OPTIC CABLE IN COUNTY RIGHT OF WAY. REFER TO WORKPRINTS FOR ADDITIONAL DETAILS

**CALL BEFORE YOU DIG**

**FLORIDA**  
 DIAL 811 or  
 1-800-432-4770  
 www.CALL11.com

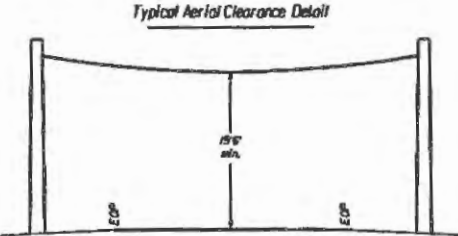
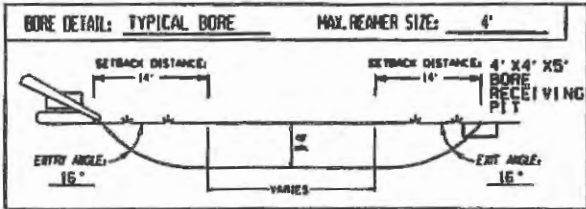
THIS CALL MUST BE MADE BEFORE YOU DIG. IT IS THE CONTRACTOR'S RESPONSIBILITY TO CONTACT ALL UTILITIES PRIOR TO ANY EXCAVATION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR MAINTAINING PROPER CLEARANCE THROUGHOUT THE PROJECT.

**CAUTION**

Volts to Ground  
**14.4 KV**

DO NOT TOUCH AND BURNED JOINT USE PROPER CLEARANCE TO FPL

MAINTAIN PROPER POWER CLEARANCE

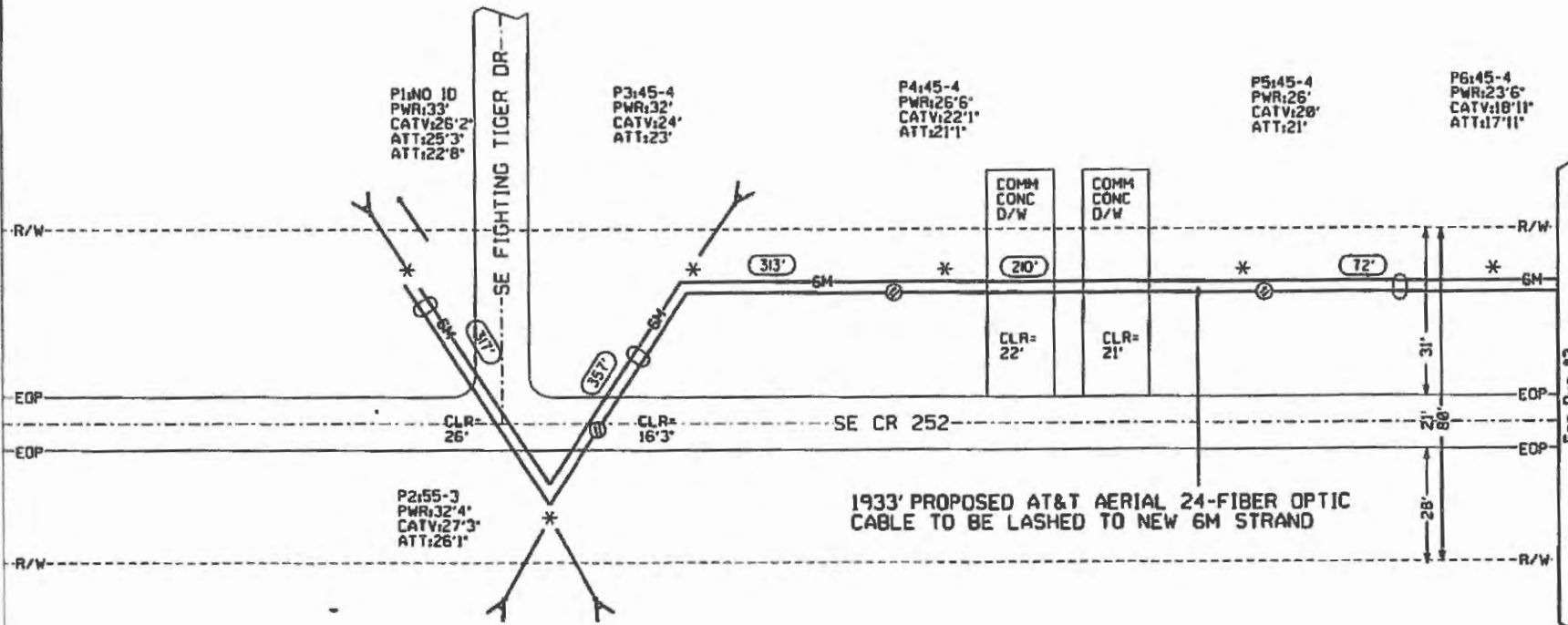


**NOTE: OTHER CABLES OMITTED FOR CLARITY**

<b>ATTSE</b>	
PROPOSED TELEPHONE FACILITIES ON RIGHT OF WAY OF COLUMBIA COUNTY	
CR 252	
Exchange:	386752
Designer:	Fernandez, Chris
Phone:	904-727-1554
Authorization:	83E6176N
Sheet:	1 of 3



AERIAL SYMBOL LEGEND		
Proposed	Existing	Description
—	—	AERIAL CABLE
●	○	BST POLE
*	*	POWER POLE
—Y	—Y	ANCHOR & GUY
—PB	—PB	PUSH BRACE
~	~	AERIAL SVC WIRE



<b>ATTSE</b>	
PROPOSED TELEPHONE FACILITIES ON RIGHT OF WAY OF COLUMBIA COUNTY	
CR 252	
Exchange:	386752
Designer:	Fernandez, Chris
Phone:	904-727-1554
Authorizations:	B3E6N76N
Drawn:	2 of 3

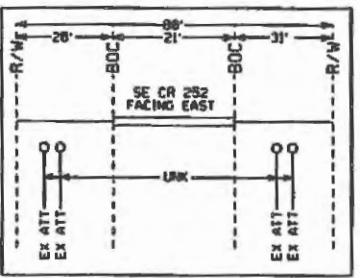
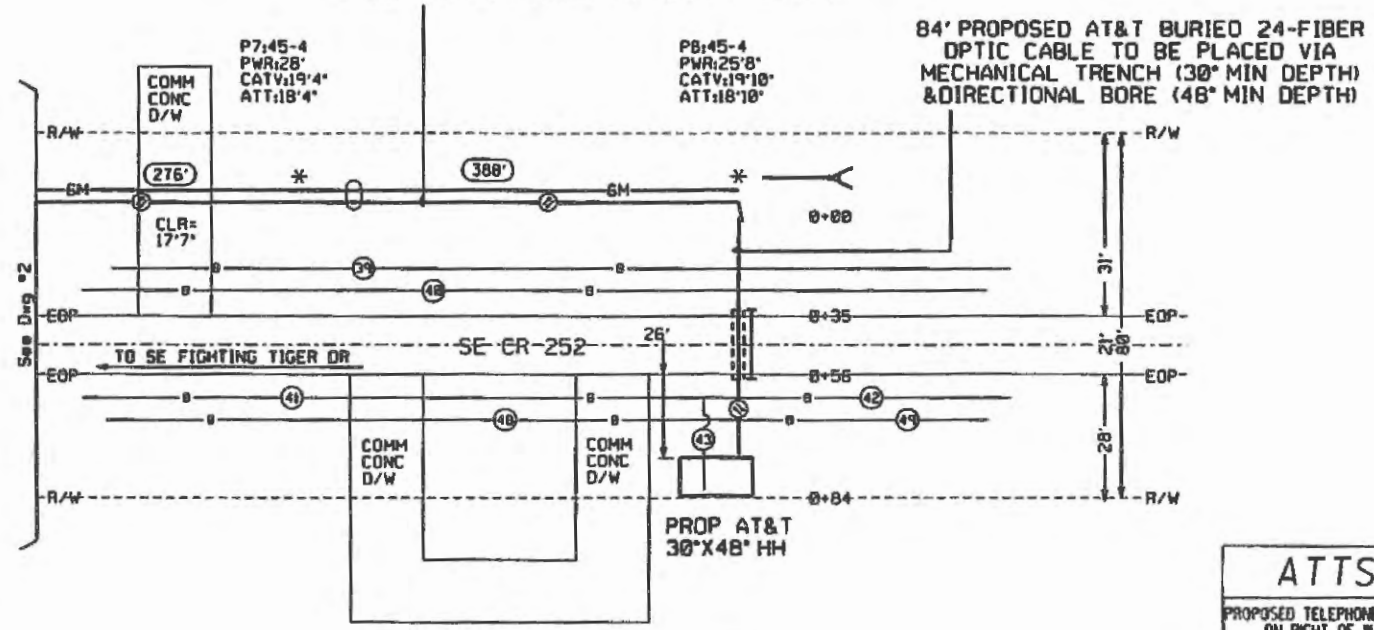
See Draw #3



SYMBOL LEGEND		
Proposed	Existing	Description
		AERIAL CABLE
		BURIED CABLE
		BUR JOINT-TRENCH
		BST POLE
		POWER POLE
		ANCHOR & CUT
		PUSH BRACE
		ENCLOSURE
		ENCLOSURE
		MANHOLE
		PIPE/CONDUIT
		CABLE MARKER
		AERIAL SVC WIRE
		BURIED SVC WIRE
		JOINT-TRENCH SVC
	N/A	BORE
	N/A	CUT PAVEMENT
	N/A	SPLICING PIT
	N/A	TRENCH LENGTH/DEPTH

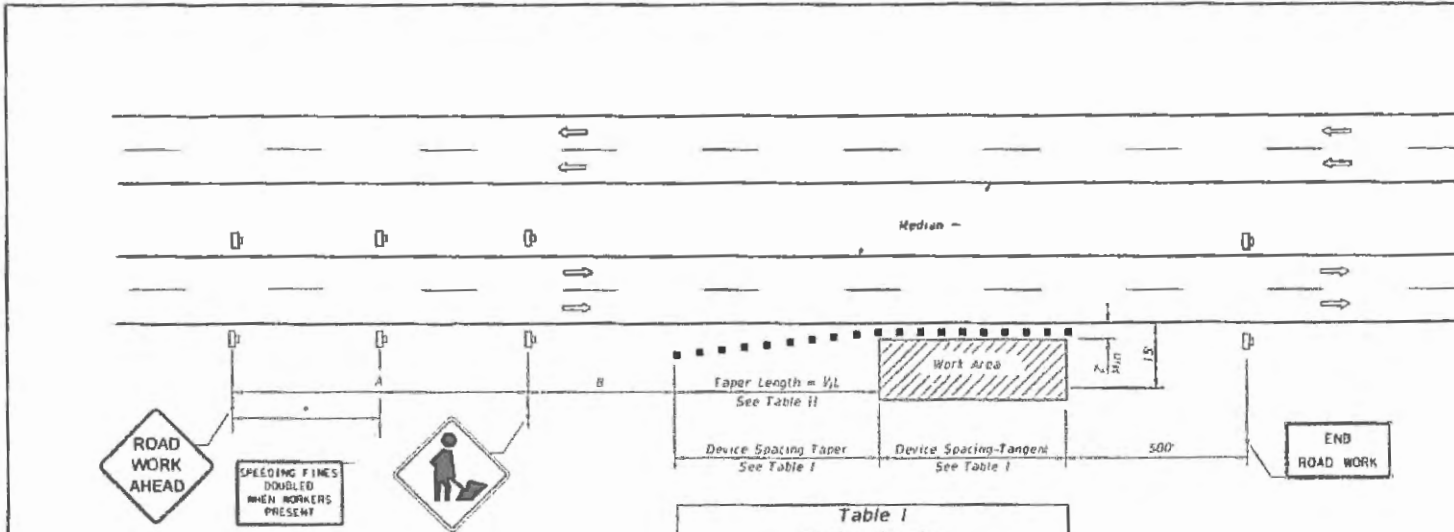


(SEE DWG #2) PROPOSED AT&T AERIAL 24-FIBER OPTIC CABLE TO BE LASHED TO NEW 6M STRAND



<b>ATTSE</b>	
PROPOSED TELEPHONE FACILITIES ON RIGHT OF WAY OF COLUMBIA COUNTY	
CR 252	
Exchange:	386752
Designer:	Fernandez, Chris
Phone:	904-727-1554
Authorizations:	83E6116N
Dep. 3	of 3

582



Speed	Spacing (ft.)	
	A	B
40 mph or less	200	200
45 mph	350	350
50 mph or greater	500	500

\* 250' beyond the ROAD WORK AHEAD sign or midway between signs whichever is less

Speed (mph)	Max. Distance Between Devices (ft.)			
	Cones or Tubular Markers		Type I or Type II Barricades or Vertical Panels or Drums	
	Taper	Tangent	Taper	Tangent
25	25	50	25	50
30 to 45	25	50	30	50
50 to 70	25	50	50	100

Speed (mph)	VL (ft.)			Notes
	8' Shldr	10' Shldr	12' Shldr	
25	28	35	42	L = WS* 60
30	40	50	60	
35	55	68	82	
40	72	90	107	L=WS
45	120	150	180	
50	133	167	200	
55	147	183	220	
60	160	200	240	
65	173	217	260	
70	187	233	280	

B\* minimum shoulder width.

VL = Length of shoulder taper in feet

W = Width of total shoulder in feet (combined paved and unpaved width)

S = Posted speed limit (mph)

**GENERAL NOTES**

- When a high volume of work vehicles are entering and leaving the Work Area at speeds slower than 10 MPH below the posted speed, place an M01-S-06 sign in the ROAD WORK AHEAD sign location and shift the ROAD WORK AHEAD sign upstream 500 ft.
- This T/CZ plan also applies to work performed in the median more than 2' but less than 15' from the edge of travelway.
- When work is being performed on a multi-lane undivided roadway the signs normally mounted in the median (as shown) shall be omitted.
- WORKERS signs to be removed or fully covered when no work is being performed.
- SHOULDER WORK sign may be used as an alternate to the WORKER symbol sign.
- When a side road intersects the highway within the TTC zone, additional TTC devices shall be placed in accordance with other applicable TTC indexes.
- For general T/CZ requirements and additional information, refer to Index No. 600.

**DURATION NOTES**

- Signs and channelizing devices may be omitted if all of the following conditions are met:
  - Work operations are 60 minutes or less.
  - Vehicles in the work area have high intensity rotating, flashing, oscillating, or strobe lights operating.

**CONDITIONS**

WHERE ANY VEHICLE, EQUIPMENT, WORKERS OR THEIR ACTIVITIES ENCRoACH THE AREA CloSER THAN 15' BUT NOT CloSER THAN 2' TO THE EDGE OF TRAVELWAY

**SYMBOLS**

- Work Area
- Channelizing Device (See Index No. 600)
- Work Zone Sign
- Lane Identification + Direction of Traffic

LAST REVISION 01/01/16	DESCRIPTION	FY 2017-18 DESIGN STANDARDS	MULTILANE, WORK ON SHOULDER	INDEX NO. 612	SHEET NO. 1 of 1
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COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: December 8, 2017 Meeting Date: December 21, 2017

Name: Kevin Kirby Department: Public Works

Division Manager's Signature: [Handwritten Signature]

1. Nature and purpose of agenda item:

Utility permit from Comcast for SW Woodbranch Lane.

Attach any correspondence information, documents and forms for action i.e., contract agreements, quotes, memorandums, etc.

2. Fiscal impact on current budget.

Is this a budgeted item? [X] N/A [ ] Yes Account No. [ ] No Please list the proposed budget amendment to fund this request

Budget Amendment Number: Fund:

FROM: TO: AMOUNT:

For Use of County Manger Only:

[X] Consent Item [ ] Discussion Item

**COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS  
UTILITY PERMIT**

Date: 12-7-17 Permit No. \_\_\_\_\_ County Road SW WOODBRANCH LN Section No. \_\_\_\_\_

Permittee COMCAST (CATHERINE HODGES)

Address 7666 BLANDING BLVD, JACKSONVILLE, FL 32244 Telephone Number 904-777-9052-EXT 280

Requesting permission from Columbia County, Florida, hereinafter called the County, to contract, operate and maintain PLACING 757' OF O/H CATV FACILITIES ALONG SW WOODBRANCH LN TO SERVE 200 SW WOODBRANCH LN. REPAIR/CUSTOMER AFFECTING. (SEE PLANS)

FROM: SW KIRBY AVE TO: SW WOODBRANCH AVE

Submitted for the Utility Owner by: CATHERINE HODGES/ADMIN ASST Catherine Hodges 12-7-17  
Typed Name & Title Signature Date

1. Permittee declares that prior to filing this application it has determined the location of all existing utilities, both aerial and underground and the accurate locations are shown on the plans attached hereto and made a part of this application. Proposed work is within corporate limits of Municipality: YES ( ) NO ( ). If YES: LAKE CITY ( ) FORT WHITE ( ). A letter of notification was mailed on 12-7-17 to the following utility owners \_\_\_\_\_

2. The Columbia County Public Works Director shall be notified twenty-four (24) hours prior to starting work and again immediately upon completion of work. The Public Works Director is \_\_\_\_\_, located at \_\_\_\_\_ Telephone Number \_\_\_\_\_. The PERMITTEE's employee responsible for Maintenance of Traffic is \_\_\_\_\_ Telephone Number \_\_\_\_\_ (This name may be provided at the time of the 24 hour notice to starting work.)

3. This PERMITTEE shall commence actual construction in good faith within \_\_\_\_\_ days after issuance of permit, and shall be completed within \_\_\_\_\_ days after permitted work has begun. If the beginning date is more than 60 days from date of permit approval, then PERMITTEE must review the permit with the Columbia County Public Works Director to make sure no changes have occurred in the transportation facility that would affect the permitted construction.

4. The construction and maintenance of such utility shall not interfere with the property and rights of a prior PERMITTEE.

5. It is expressly stipulated that this permit is a license for permissive use only and that the placing of utilities upon public property pursuant to this permit shall not operate to create or vest any property right in said holder.

6. Pursuant to Section 337-403(1), Florida Statutes, whenever necessary for the construction, repair, improvement, maintenance, safe and efficient operation, alteration or relocation of all, or any portion of said transportation facility as determined by the Columbia County Public Works Director and/or County Engineer, any or all utilities and appurtenances authorized hereunder, shall be immediately removed from said transportation facility or reset or



relocated thereon as required by the Columbia County Public Works Director and/or County Engineer and at the expense of the PERMITTEE.

7. In case of non-compliance with the County's requirements in effect as of the approval date of this permit, this permit void and the facility will have to be brought into compliance or removed from the right of way at no cost to the County.

8. It is understood and agreed that the rights and privileges herein set out are granted only to the extent of the County's right, title and interest in the land to be entered upon and used by the PERMITTEE, and the PERMITTEE will, at all times, and to the extent permitted by law, assume all risk of and indemnify, defend, and save harmless Columbia County, Florida from any and all loss, damage, cost or expense arising in any manner on account of the exercise or attempted exercise by said PERMITTEE of the aforesaid right and privileges.

9. During construction, all safety regulations of the County shall be observed and the PERMITTEE must take measures, including pacing and the display of safety devices that may be necessary in order to safely conduct the public through the project area in accordance with the Federal Manual on Uniform Traffic Control Devices, as amended for highways.

10. Should the PERMITTEE be desirous of keeping its utilities in place and out of service, the PERMITTEE, by execution of this permit acknowledges its present and continuing ownership of its utilities located between \_\_\_\_\_ and \_\_\_\_\_ within the County's right of way as set forth above. PERMITTEE, as its sole expense, shall promptly remove said out of service utilities whenever Columbia County Public Works Director and/or County Engineer determines said removal is in the public interest.

11. Special instructions: Minimum cover of thirty inches (30") will be required at all locations. Columbia County will not be financially responsible for any damage to facilities with less than thirty inches (30") cover. Cables shall not be located within driveway ditches.

12. Additional Stipulations: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

It is understood and agreed that commencement by the PERMITTEE is acknowledgment and acceptance of the binding nature of these specialist instructions.

Submitted By: CATHERINE HODGES \_\_\_\_\_  
Permittee

Place Corporate Seal

*Catherine Hodges* ADMIN ASST  
Signature and Title

\_\_\_\_\_  
Attested

Utilities Permit  
Page three  
Revised: 8/17/00

Recommended for Approval:

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Approval by Board of County Commissioners, Columbia County, Florida:

YES ( )      NO ( )

Date Approved: \_\_\_\_\_

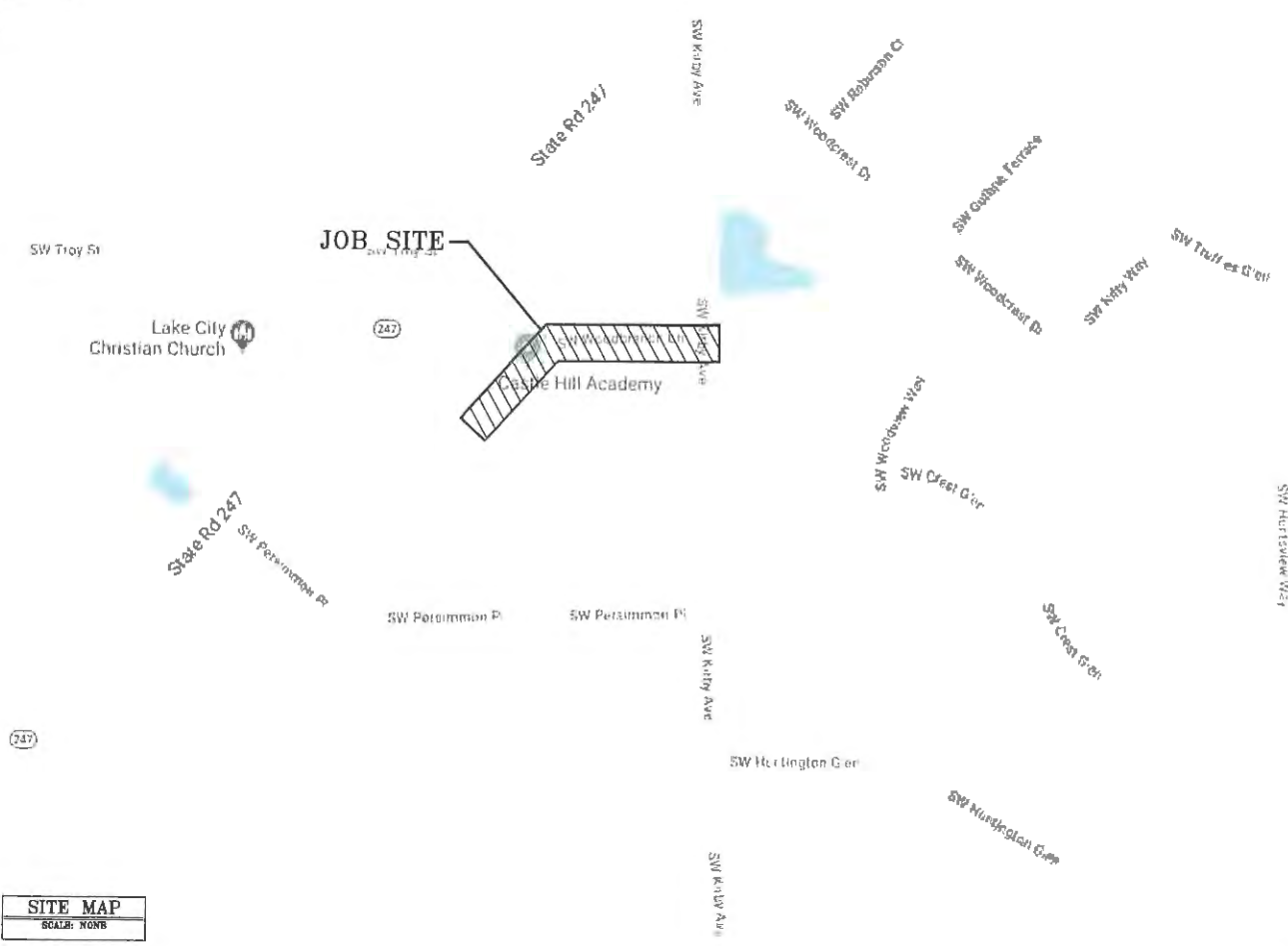
Chairman's Signature: \_\_\_\_\_

*read*  
*12-17-17*

200 SW WOODBRANCH LN  
COUNTY PERMIT  
COVER



BINDING SPACE



JOB SITE

SITE MAP  
SCALE: NONE

**MOT NOTES**

TRAFFIC CONTROL SHALL COMPLY WITH FEDERAL MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) AND F.D.O.T. DESIGN STANDARD #NO. 600.

**PROJECT TOTALS**

PROP. BURIED CATV:	0'
PROP. OH CATV:	757'
TOTAL PROP. CATV:	757' (0.14MI.)

200 SW WOODBRANCH LN

**COMCAST**  
PROPRIETARY AND CONFIDENTIAL  
5934 Richard St  
Jacksonville, FL 32216

**COLUMBIA COUNTY, FL**  
**RIGHT-OF-WAY PERMIT**

SUBJECT: PROPOSED AERIAL CATV FACILITIES ON SW WOODBRANCH LN.	COUNTY: COLUMBIA
GIFA: N/A	STATE: FLORIDA
CONTACT: ASHLEY MCCABE	SHEET NO.: 1 OF 4
AMCCABE@TRUENETCOMMUNICATIONS.COM	DATE: 12/07/2017
	MAP: N/A
	DRAFTED BY: M.PRIDGEON

200 SW WOODBRANCH LN  
COUNTY PERMIT  
NOTES & TYPICALS

**COLUMBIA COUNTY AERIAL NOTES**

ALL PROPOSED CONSTRUCTION WILL BE PER COLUMBIA COUNTY SPECIFICATIONS AS WELL AS ALL NESC SAFETY CODES.

ALL PROPOSED CATV WILL BE WITHIN THE COLUMBIA COUNTY RIGHT-OF-WAY.

ALL PROPOSED CATV WILL BE .700" OR .840" DIAMETER, INSULATED COAXIAL CABLE OR 1.0" DIAMETER, INSULATED FIBER OPTIC CABLE, AND WILL BE LASHED TO .250" STEEL STRAND CABLE USING .125" STD. GALV. LASHING WIRE.

ALL PROPOSED AERIAL CATV CROSSINGS (BOTH ROADWAYS AND DRIVEWAYS) WILL HAVE MINIMUM MID-SPAN HEIGHT OF 18'-0".

ALL OTHER PROPOSED AERIAL CATV WILL HAVE MINIMUM MID-SPAN HEIGHT OF 16'-6" AS PER NESC SPECIFICATIONS.

NOTIFICATIONS TO ALL UTILITIES INVOLVED WILL BE MADE PRIOR TO CONSTRUCTION.

ALL UTILITIES LOCATED BY VISUAL INSPECTION, TO VERIFIED BY LOCATES.

EOT REPRESENTS EDGE OF TRAVEL NOT TRUE EDGE OF PAVEMENT.

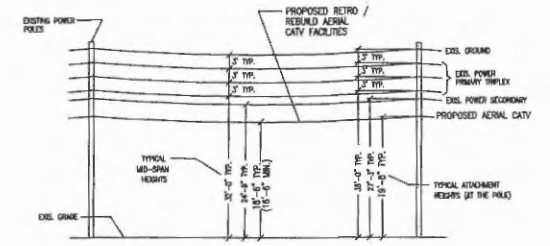
E/P REPRESENTS THE TRUE EDGE OF PAVEMENT.

EOD REPRESENTS THE EDGE OF DIRT.

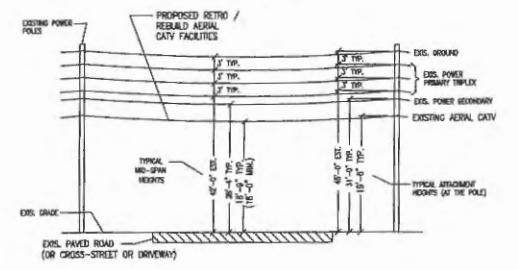
HAND DIG TRENCHES 36" DEEP ACROSS DIRT ROAD.

LEGEND			
✕	POWER POLE	—	BORE
⊗	POWER TRANSFORMER POLE	—	SWALE/DITCH
⊗	JOINT USE TRANSFORMER POLE	—	GUARD RAIL
○	PHONE POLE	—	FENCE LINE
●	CATV POLE	—	PROPOSED OVERHEAD CATV
⊙	STEEL POLE	—	PROPOSED BURIED CATV
⊙	CONCRETE POLE	—	EXISTING OVERHEAD CATV
⊗	JOINT USE POLE	—	EXISTING BURIED CATV
Ⓡ	RISER	—	OVERHEAD ELECTRIC
⊗	ANCHOR	—	BURIED ELECTRIC
	OVERHEAD GUY	—	GAS
⊕	CATV FIBER VAULT	—	OVERHEAD TELEPHONE
⊕	TRAFFIC SIGNAL VAULT	—	BURIED TELEPHONE
⊕	TRAFFIC SIGNAL POLE	—	SANITARY SEWER
⊕	TRAFFIC SIGNAL BOX	—	STORM SEWER
⊕	CROSS SECTION REFERENCE	—	WATER
???	AERIAL FOOTAGE	—	CENTERLINE
???	U/G FOOTAGE	—	EDGE OF PAVEMENT
/	REFERENCE POINT	—	BACK OF CURB
	STORM DRAIN	—	RIGHT OF WAY

**TYPICAL "PARALLEL"**  
 SCALE: NONE



**TYPICAL "CROSSING"**  
 SCALE: NONE



BINDING SPACE



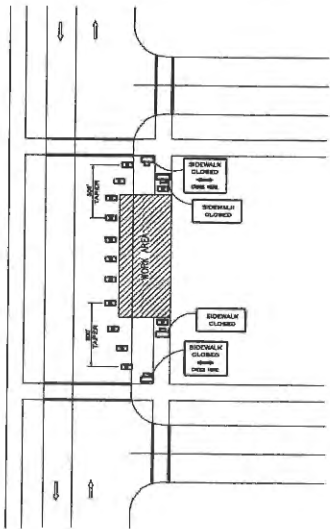
**COLUMBIA COUNTY, FL**  
**RIGHT-OF-WAY PERMIT**

200 SW WOODBRANCH LN	
SUBJECT: PROPOSED AERIAL CATV FACILITIES ON SW WOODBRANCH LN.	COUNTY: COLUMBIA
CIFA: N/A	STATE: FLORIDA
CONTACT: ASHLEY MCCABE	SHEET NO.: 2 OF 4
AMCCABE@TRINET.COM/COMMUNICATIONS.COM	DATE: 12/07/2017
	MAP: N/A
	DRAFTED BY: M.PRIDGEON

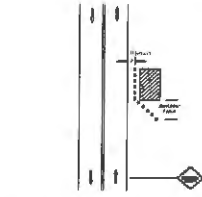
# 200 SW WOODBRANCH LN COUNTY PERMIT M.O.T. CASES

BINDING SPACE

## MID-BLOCK SIDEWALK CLOSURE

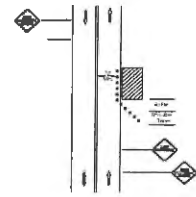


**Shoulder Work**  
(2'-15' From the Edge of Pavement)  
(Maintaining two-way traffic in two travel lanes)



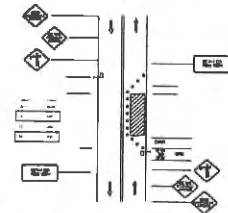
CASE 1 M.O.T.

**Shoulder Work With Minor Encroachment**  
(Within 2' of the Edge of Pavement)



CASE 2 M.O.T.

**Lane Closure on a Two-Lane Road**  
(Two Flagger Operation)



CASE 3 M.O.T.

A CASE 3 MOT SHALL ONLY BE IMPLEMENTED WHILE CONTRACTOR PERSONNEL ARE PRESENT. DURING OFF HOURS THIS MOT SHOULD BE REMOVED AND TWO LANES OF TRAFFIC RESTORED.

**LEGEND**

▲	Demarcating Device
□	Flagger Symbol
■	Portable Sign Support
▭	Arrow Display
⊗	High Level Warning Device
▨	Work Area
⬇	Warning Sign

**SIGN SPACING**

ROAD TYPE	DISTANCE BETWEEN SIGNS*		
	A	B	C
URBAN (low speed)	100	100	100
URBAN (high speed)	200	200	300
RURAL	300	300	500
Expressway/Freeway	1,000	1,000	2,000

\* 45mph = High speed

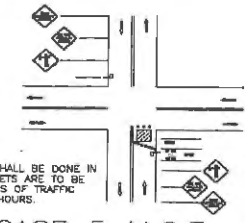
\* SPEED CATEGORY TO BE DETERMINED BY HIGHWAY AGENCY  
\* DIMENSIONS ARE SHOWN IN FEET. THE DIMENSIONS A, B, AND C ARE THE DIMENSIONS OUTSIDE THE A DIMENSION IS THE DISTANCE FROM THE POSITION OF THE TRAFFIC CONTROL DEVICES SHOWN IN FIGURES 2-1 THROUGH 2-4 OF THE MANUAL OF SIGNIFICANT TRAFFIC CONTROL DEVICES TO THE POSITION OF THE SECOND AND THIRD SIGNS. THE DIMENSION B IS THE DISTANCE BETWEEN THE SECOND AND THIRD SIGNS. THE THIRD SIGN IS THE FIRST ONE IN THE THREE-SIGN SERIES OCCUPIED BY A SERIES APPROXIMATING A TEMPORARY TRAFFIC CONTROL ZONE.  
NOTE: LONGITUDINAL DIMENSIONS ARE TO BE ADJUSTED TO FIT FIELD CONDITIONS. SEE FOOT NOTE NO. 800

**TAPER LENGTH CRITERIA**

TYPE OF TAPER	TAPER LENGTH (L)
MESSAGING TAPER	AT LEAST L
SHIPPING TAPER	AT LEAST 0.5L
SHOULDER TAPER	AT LEAST 0.33L
ONE LANE, TWO WAY TRAFFIC TAPER	100 FT. MAXIMUM
DOWNSTREAM TAPER	100 FT PER LANE

\* FORMULAS FOR L ARE AS FOLLOWS  
FOR SPEED LIMITS OF 40 MPH OR LESS:  $L = \frac{S^2}{2}$   
FOR SPEED LIMITS OF 45 MPH OR GREATER:  $L = WS$   
WHERE: L = TAPER LENGTH IN FEET  
S = WIDTH OF OFFSET IN FEET  
W = POSTED SPEED LIMIT

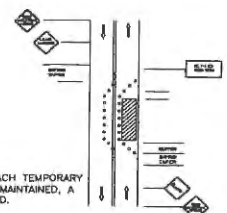
**Lane Closure in Advance of an Intersection**  
(Work Area on the Through Road)



CASE 5 M.O.T.

ALL ROAD CROSSINGS SHALL BE DONE IN ONE DAY. CROSS STREETS ARE TO BE RESTORED TO TWO LANES OF TRAFFIC DURING NON-WORKING HOURS.

**Work in Travel Lane on a Minor Urban Street**  
(Maintaining Two-Way Traffic)



CASE 4 M.O.T.

MINIMUM 11' WIDTH FOR EACH TEMPORARY LANE. IF 11' CANNOT BE MAINTAINED, A CASE 5 MOT MUST BE USED.

### GENERAL NOTES

- ONLY THE SIGNS CONTROLLING PEDESTRIAN FLOWS ARE SHOWN. OTHER WORK ZONE SIGNS WILL BE NEEDED TO CONTROL TRAFFIC ON STREETS.
- TEMPORARY WALKWAYS SHALL BE A MINIMUM OF 4' WIDE AND KEPT FREE OF ANY OBSTRUCTIONS AND HAZARDS SUCH AS HOLES, DEBRIS, MUD, CONSTRUCTION EQUIPMENT, STORED MATERIALS AND ETC. (FOR DETAILS SEE INDEX 600)
- POST MOUNTED SIGNS LOCATED NEAR OR ADJACENT TO A SIDEWALK SHALL HAVE A 7" MINIMUM CLEARANCE FROM THE BOTTOM OF SIGN TO THE SIDEWALK.
- THE CLAY COUNTY PROHIBITS MIDDLEBLOCK CROSSING OF PEDESTRIANS. WHEN AN ALTERNATE ROUTE IS NOT FEASIBLE, CONTRACTOR SHALL PROVIDE AN ADA COMPLIANT PEDESTRIAN PATHWAY THROUGH THE WORK ZONE WHEN SIDEWALK IS CLOSED.

### CONDITIONS

WHERE ANY VEHICLE, EQUIPMENT WORKERS OR THEIR ACTIVITIES ENCRUSH ON THE SIDEWALK FOR A PERIOD OF MORE THAN 30 MINUTES



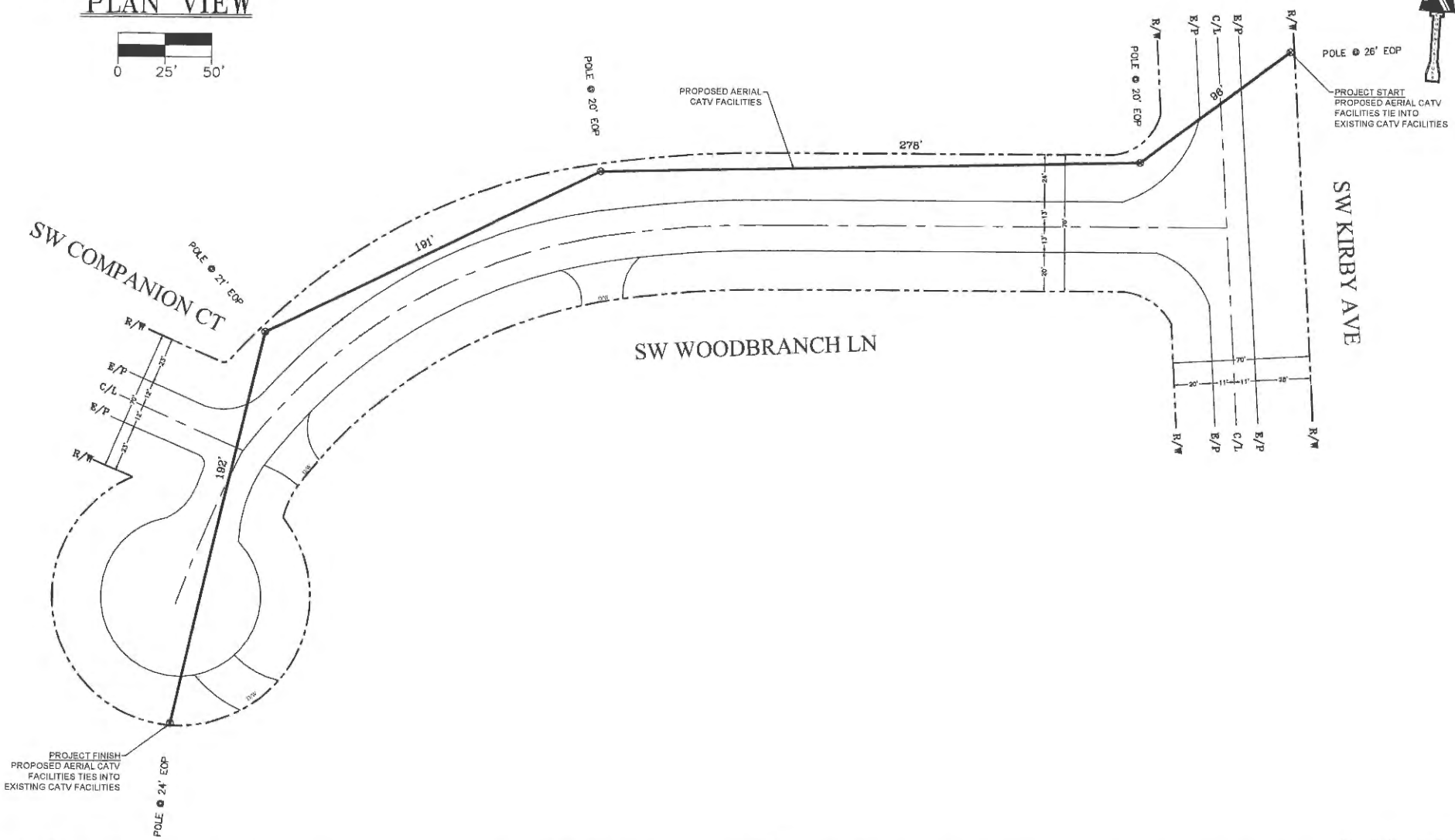
# COLUMBIA COUNTY, FL RIGHT-OF-WAY PERMIT

200 SW WOODBRANCH LN	
SUBJECT: PROPOSED AERIAL CATV FACILITIES ON SW WOODBRANCH LN.	COUNTY: COLUMBIA
CIFA: N/A	STATE: FLORIDA
CONTACT: ASHLEY MCCABE	SHEET NO.: 3 OF 4
AMCCABE@TRIUNET.COMMUNICATIONS.COM	DATE: 12/07/2017
	MAP: N/A
	DRAFTED BY: M.PRIDGEON

**200 SW WOODBRANCH LN  
COUNTY PERMIT  
PLAN VIEW**



BINDING SPACE



**COMCAST**  
 PROPRIETARY AND CONFIDENTIAL  
 5934 Richard St  
 Jacksonville, FL 32216

**COLUMBIA COUNTY, FL  
RIGHT-OF-WAY PERMIT**

200 SW WOODBRANCH LN	
SUBJECT: PROPOSED AERIAL CATV FACILITIES ON SW WOODBRANCH LN.	COUNTY: COLUMBIA
CIFA: N/A	STATE: FLORIDA
CONTACT: ASHLEY MCCABE	SHEET NO.: 4 OF 4
AMCCABE@TRUENETCOMMUNICATIONS.COM	DATE: 12/07/2017
	MAP: N/A
	DRAFTED BY: M.PRIDGEON



# 12

COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: December 12, 2017 Meeting Date: December 21, 2017

Name: Kevin Kirby Department: Public Works

Division Manager's Signature: [Handwritten Signature]

1. Nature and purpose of agenda item:

Utility permit from Terra-Com for Jacksonville Loop.

Attach any correspondence information, documents and forms for action i.e., contract agreements, quotes, memorandums, etc.

2. Fiscal impact on current budget.

Is this a budgeted item? [X] N/A [ ] Yes Account No. [ ] No Please list the proposed budget amendment to fund this request

Budget Amendment Number: Fund:

FROM: TO: AMOUNT:

For Use of County Manger Only:

[X] Consent Item [ ] Discussion Item



# TERRA-COM

Gainesville • Jacksonville • Marianna • Vero Beach

Environmental Consulting, Inc.

---

December 11, 2017  
TERRA-COM Project Number 2017-0060

Ms. Connie Brecheen  
Columbia County Public Works Department  
607 NW Quinten St  
Lake City, FL 32055

Re: **Utility Permit Application**  
**Old Gulf Station US 90 E**  
**1245 E. Duval Street**  
**Lake City, Columbia County, Florida**  
**FDEP FID: 129810785**  
**Consent Order: 09-3674**  
**Abandoned**  
**Priority Score: 30**  
**Order No. B1426D**

To Connie Brecheen and all concerned parties,

On behalf of Terra-Com Environmental Consulting Inc., the purpose of this permit application is to obtain right-of-way access along NE Jacksonville Loop, adjacent to our proposed excavation site at 1245 East Duval Street in Lake City, Florida, to excavate an underground storage tank.

The scope of this project is to excavate a 987-gallon underground storage tank (approximate size), remove the tank, and then backfill and properly compact the excavation. The known location of the underground storage tank and tank pit lie partially within the property boundaries of 1245 East Duval Street, Lake City, FL, and partially within the right-of-way adjacent to NE Jacksonville Loop. The location of the underground storage tank and tank pit are shown on an attached site map (Figure 1).

The projected impact of the project is expected to be minimal with respect to Maintenance of Traffic and impediment of the right-of-way access. The area of the excavation shall be outlined with traffic cones, as will the area in which heavy equipment may be operating. The project is not expected to affect road traffic. As stated in the permit application, the project is expected to begin within 120 days of receiving an approved permit, and the work is expected to take 2 days to complete.

If you have any questions or need additional information, please contact me at 352-332-3835 or by email at [asanchez@terra-comenv.com](mailto:asanchez@terra-comenv.com).

Sincerely,

TERRA-COM ENVIRONMENTAL CONSULTING, INC.

---

1120 N.W. 23rd Avenue • Gainesville, Florida 32609  
Phone 352.332.3835 • Fax 352.332.3838  
[www.terra-comenv.com](http://www.terra-comenv.com)





**TERRA-COM**

Environmental Consulting, Inc.

Gainesville • Jacksonville • Marianna • Vero Beach

---

Adam Sanchez  
Associate Geologist



enclosure

---

1120 N.W. 23rd Avenue • Gainesville, Florida 32609  
Phone 352.332.3835 • Fax 352.332.3838  
[www.terra-comenv.com](http://www.terra-comenv.com)

**COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS  
UTILITY PERMIT**

Date: 12-7-17 Permit No. \_\_\_\_\_ County Road <sup>NE</sup> Jacksonville Loop Section No. 33

Permittee Terra - Com Environmental Consulting, Inc.

Address 1245 East Duval St. Lake City, FL Telephone Number 352-332-3835

Requesting permission from Columbia County, Florida, hereinafter called the County, to contract, operate and maintain Access to Right-of-Way along NE Jacksonville Loop to excavate and remove one 987 gallon underground storage tank & backfill the excavation.

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

Submitted for the Utility Owner by: Chester G. Robertson Chester G. Robertson 12-7-17  
Typed Name & Title Signature Date

1. Permittee declares that prior to filing this application it has determined the location of all existing utilities, both aerial and underground and the accurate locations are shown on the plans attached hereto and made a part of this application. Proposed work is within corporate limits of Municipality: YES ( ) NO (X). If YES: LAKE CITY ( ) FORT WHITE ( ). A letter of notification was mailed on \_\_\_\_\_ to the following utility owners \_\_\_\_\_

2. The Columbia County Public Works Director shall be notified twenty-four (24) hours prior to starting work and again immediately upon completion of work. The Public Works Director is \_\_\_\_\_, located at \_\_\_\_\_ Telephone Number \_\_\_\_\_. The PERMITTEE's employee responsible for Maintenance of Traffic is \_\_\_\_\_ Telephone Number \_\_\_\_\_ (This name may be provided at the time of the 24 hour notice to starting work.)

3. This PERMITTEE shall commence actual construction in good faith within \_\_\_\_\_ days after issuance of permit, and shall be completed within \_\_\_\_\_ days after permitted work has begun. If the beginning date is more than 60 days from date of permit approval, then PERMITTEE must review the permit with the Columbia County Public Works Director to make sure no changes have occurred in the transportation facility that would affect the permitted construction.

4. The construction and maintenance of such utility shall not interfere with the property and rights of a prior PERMITTEE.

5. It is expressly stipulated that this permit is a license for permissive use only and that the placing of utilities upon public property pursuant to this permit shall not operate to create or vest any property right in said holder.

6. Pursuant to Section 337-403(1), Florida Statutes, whenever necessary for the construction, repair, improvement, maintenance, safe and efficient operation, alteration or relocation of all, or any portion of said transportation facility as determined by the Columbia County Public Works Director and/or County Engineer, any or all utilities and appurtenances authorized hereunder, shall be immediately removed from said transportation facility or reset or

relocated thereon as required by the Columbia County Public Works Director and/or County Engineer and at the expense of the PERMITTEE.

7. In case of non-compliance with the County's requirements in effect as of the approval date of this permit, this permit void and the facility will have to be brought into compliance or removed from the right of way at no cost to the County.

8. It is understood and agreed that the rights and privileges herein set out are granted only to the extent of the County's right, title and interest in the land to be entered upon and used by the PERMITTEE, and the PERMITTEE will, at all times, and to the extent permitted by law, assume all risk of and indemnify, defend, and save harmless Columbia County, Florida from any and all loss, damage, cost or expense arising in any manner on account of the exercise or attempted exercise by said PERMITTEE of the aforesaid right and privileges.

9. During construction, all safety regulations of the County shall be observed and the PERMITTEE must take measures, including pacing and the display of safety devices that may be necessary in order to safely conduct the public through the project area in accordance with the Federal Manual on Uniform Traffic Control Devices, as amended for highways.

10. Should the PERMITTEE be desirous of keeping its utilities in place and out of service, the PERMITTEE, by execution of this permit acknowledges its present and continuing ownership of its utilities located between \_\_\_\_\_ and \_\_\_\_\_ within the County's right of way as set forth above. PERMITTEE, as its sole expense, shall promptly remove said out of service utilities whenever Columbia County Public Works Director and/or County Engineer determines said removal is in the public interest.

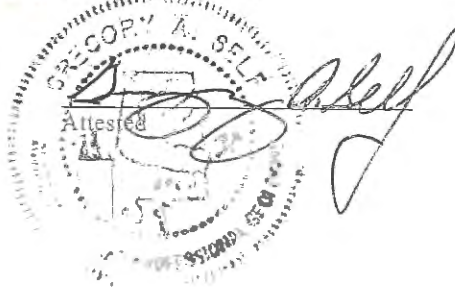
11. Special instructions: Minimum cover of thirty inches (30") will be required at all locations. Columbia County will not be financially responsible for any damage to facilities with less than thirty inches (30") cover. Cables shall not be located within driveway ditches.

12. Additional Stipulations: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

It is understood and agreed that commencement by the PERMITTEE is acknowledgment and acceptance of the binding nature of these specialist instructions.

Submitted By: TERRA-COM Environmental Consulting, Inc. Place Corporate Seal  
Permittee

Christina M. Nelson  
Signature and Title Project Manager



Utilities Permit  
Page three  
Revised: 8/17/00

Recommended for Approval:

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Approval by Board of County Commissioners, Columbia County, Florida:

YES ( )      NO ( )

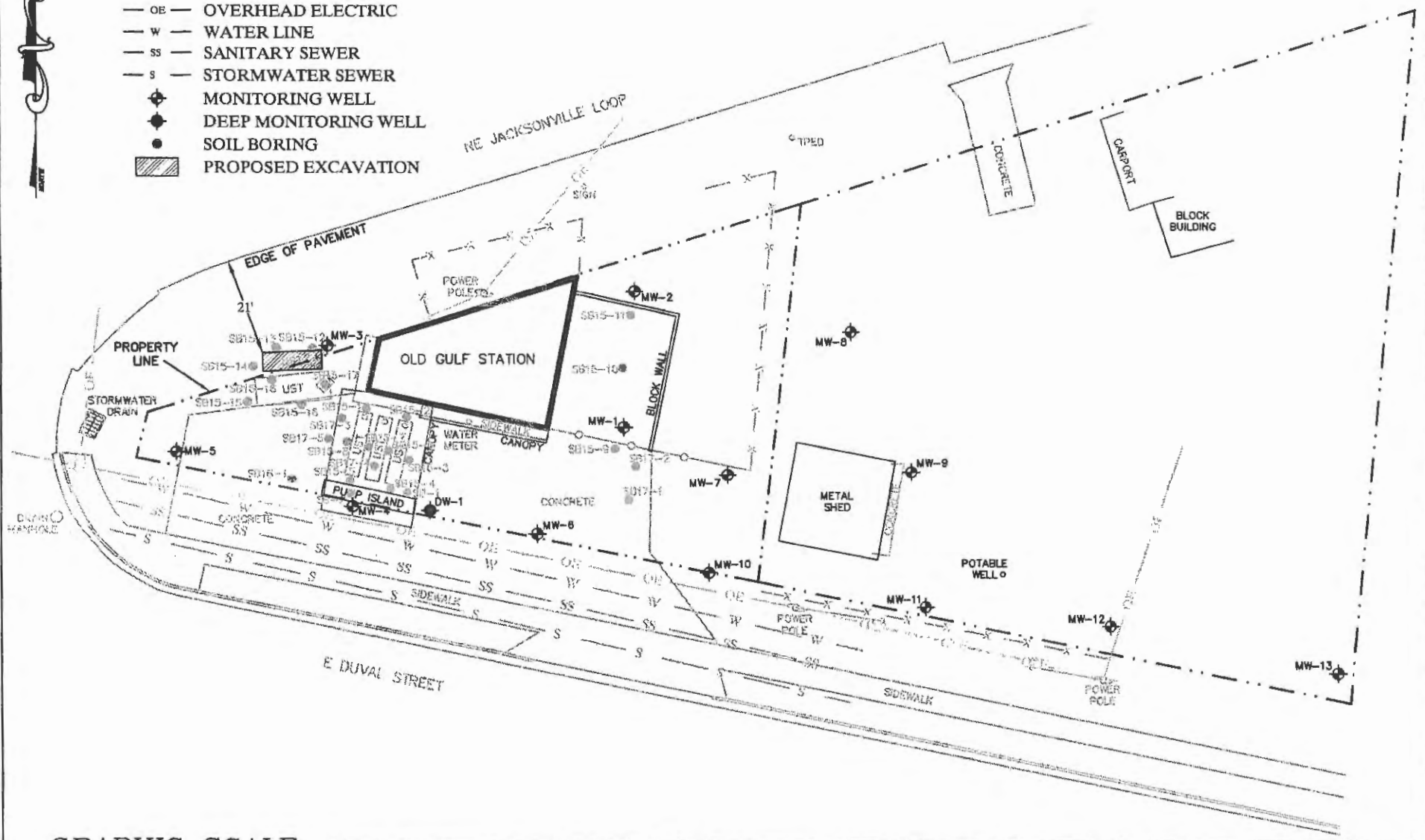
Date Approved: \_\_\_\_\_

Chairman's Signature: \_\_\_\_\_

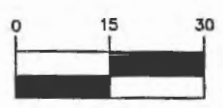
*Rec'd  
12-11-17*

### LEGEND

- PROPERTY BOUNDARY
- X- FENCE
- OE- OVERHEAD ELECTRIC
- W- WATER LINE
- SS- SANITARY SEWER
- S- STORMWATER SEWER
- ⊕ MONITORING WELL
- ⊕ DEEP MONITORING WELL
- SOIL BORING
- ▨ PROPOSED EXCAVATION



### GRAPHIC SCALE



( IN FEET )

1 inch = 30 ft.

## Figure 1 - Proposed Excavation Area

**Old Gulf Station**  
 1245 East Duval Street, Lake City, FL

# TERRA-COM

Environmental Consulting, Inc.



FDEP# 12/9810785

2017-0060\2017.12.PROPOSAL N\FIG1-PROP EXCAVATION AREA.dwg