



Highway 79 Corridor Authority
Board of Directors Meeting

Washington County Commission Board Room

1331 South Boulevard

Chipley, Florida

Monday, January 13, 2020, 10:00 a.m.

Highway 79 Corridor Authority

Board of Directors Meeting Agenda

Monday, January 13, 2020 – 10:00 a.m.
Washington County Commission Board Room
1331 South Boulevard
Chipley, FL 32428

- I - Call to Order**
- II - Invocation**
- III - Pledge of Allegiance**
- IV - Public Comment**
- V - Minutes**
 - M 1** Approval of the November 18, 2019 Board Meeting Minutes
- VI - Consent Agenda**
 - CA 1** List of Invoices to be paid
 - CA 2** Other Items
- VII - Finance and Administration**
 - FA 1** Finance Report: YTD Budget vs. Actuals through December 31, 2019
 - FA 2** Other Items
- VIII - Operations**
 - OP 1** Master Timeline
 - OP 2** Engineering Progress Report
 - OP 3** Other Items
- IX - System Manager**
 - SM 1** Retain Raftelis as a rate consultant
 - SM 2** Status Update: Operating, Maintenance and Customer Service & Billing Agreement(s)
 - SM 3** Status Update: Bulk Water Agreement
 - SM 4** Status Update: Bulk Wastewater Agreement
 - SM 5** Other Items
- X - General Counsel**
 - GC 1** Status Update: Easement Update
 - GC 2** Amendment to FDOT Grant Agreement
 - GC 3** Other Items
- XI - Board Items**
 - BD 1** Other Items

Highway 79 Corridor Authority

Board Agenda Item

January 13, 2020

Item

M 1 **Approval of the November 18, 2019 Board Meeting Minutes**

Minutes were prepared by the Washington County Board Clerk. The minutes are attached.

- I. Call to Order – Chairman Hawkins
- II. Invocation – Chairman Hawkins
- III. Pledge of Allegiance – Chairman Hawkins

Authority Chairman Hawkins (Washington County); Director Erickson (Holmes County); Director Brooks (City of Bonifay) – All members were present. Also in attendance were Robert Sheets, GSG, Krystal Strickland, GSG, Lora C. Bell, Clerk, Risha Brantley, Deputy Clerk and Attorney Rosenthal, Nabors Giblin & Nickerson P.A.

- IV. Public Comment – None

- V. Minutes –
M1 Approval of the October 21, 2019 Board Meeting Minutes –
Director Erickson, Director Brooks (Motion Carried)

Director Brooks offered a motion, seconded by Director Erickson and carried to approve the agenda.

- VI. Consent Agenda
CA 1 List of Invoices to be paid – Director Erickson, Director Brooks (Motion Carried)

The listed included the following, which was provided by documentation.

Operating Invoices

- Nabors Giblin & Nickerson P.A. - \$4,173.44
- Government Services Group - \$3,165.00
- Government Services Group - \$594.00

Reimbursable Invoices

- Dewberry Engineering - \$26,820.00

Attorney Rosenthal informed the board that the Authority entered into contract with two engineering firms, which include Dewberry (design) and David H. Melvin (CEI).

- VII. Finance and Administration
FA 1 Finance Report: YTD Budget vs Actuals through October 31, 2019

Krystal Strickland provided the board YTD Actuals, FY 2020 Budget, and FY 2020 Projection.

Per the revenue sharing agreements entered into by Washington and Holmes County the next \$50,000.00 is due to the Authority no later than December 2019.

The funds are to be utilized by the Authority to fund its general administrative expenses.

FA 2 Preparation of Competitive Solicitation for Construction – Krystal Strickland requested the board’s direction on the Invitation to Bid regarding the ranking and recommendation.

The board requested that the top three be brought before them ranked with the high notes and the distractors per firm.

Robert Sheets informed the board that the RFP will not be issued until the master schedule is complete.

VIII. Operations

OP 1 Engineering Progress Report – Cliff Knauer updated the board. A meeting was held at the Bonifay City Hall which Mott Macdonald attended. It was confirmed that there is adequate water, which was a concern expressed at the last meeting. The plan was to connect to the existing 12” that crosses Thomas Drive instead of the 8” by the hospital.

At this time the commercial fire flow is being modeled in order to ensure that there is adequate fire flow for commercial to CR 280.

The design change is currently being worked on.

The existing pump station can handle 25,000 gallons of sewer per day.

It will not be an issue to boost the pump stations, allowing them to handle more. A force main will need to be replaced or added.

An updated water and sewer model will be provided for the City of Bonifay/Mott Macdonald to review.

The southern landowner has verbally agreed to the easements/plans that have been provided.

The northern property owner, Brian Sullivan has not verbally agreed. The property owner suggested to move the pump stations further south.

Attorney Rosenthal informed the board that the easement language has been sent to both of the property owners.

Cliff Knauer confirmed that the sketches that will accompany the easements will be available today.

The driveway connection permits have been approved by DOT and the permit for the whole line should be issued within a couple of days.

Depending on Mr. Sullivan's decision a modification of the permit may be required. The lines on the northern side would have to be moved out of the easement into the DOT right-of-way.

If the pump station is moved further south it will be in wetlands, which will extend the permit process.

It is optional to move everything out in the DOT right-of-way from the county line north, except for the pump station.

Chairman Hawkins advised that they would reach out to Mr. Sullivan.

IX. System Manager

SM 1 - Board Direction for System Operations and Maintenance – Robert Sheets advised the board that they will hold discussion with the City of Bonifay and make a determination from that if an alternate is needed and come back before the board.

SM 2 - Board Director for Negotiation of Bulk Water/Wastewater Rates – Robert Sheets informed the board that these items will be worked out. Regarding water, it will be a volumetric charge.

The Authority will need to obtain a rate consultant once construction is reached.

Beverly Gilley requested confirmation that the City of Bonifay isn't holding up the project because volume water rates are not in place.

Robert Sheets, advised no.

SM 3 - Cancellation of December 2019 Board Meeting - Director Brooks offered a motion, seconded by Director Hawkins and carried to cancel the meeting scheduled for December 2019.

Attorney Rosenthal informed the board that a special meeting may be required, based on when the easements are received.

Cliff Knauer informed the board if a response is received from Mr. Sullivan and he is opposed to the 20', however approves of the pump station, the plan is to redesign from the Washington County line, north without any additional action from the board.

Chairman Hawkins informed Cliff Knauer that the board has previously approved action for Dewberry to construct the project.

SM 4 - 2020 Board Meeting - Director Brooks offered a motion, seconded by Director Erickson and carried to approve the 2020 Board Meeting Calendar.

SM 5 - Robert Sheets updated the board regarding a tentative time frame which includes the following: complete easements, design plan, finalize the master project schedule, draft of the invitation to bid, obtain DEP permits by the end of the January, and release the invitation to bid in February (due date March/April).

X. General Counsel

GC 1 - Other Items - Attorney Rosenthal informed the board that Attorney Fuqua, Washington County BOCC Attorney didn't foresee any issues with the tax increment ordinances. At this point, there has not been any response from Holmes County BOCC Attorney, however if there is no opposition the firm will make contact.

There was no opposition.

XI. Board Items

BD 1 - Other Items

Director Erickson offered a motion to adjourn.

Date Minutes Approved

Highway 79 Corridor Authority

Board Agenda Item

January 13, 2020

Item

CA 1 **List of Invoices to be Paid**

Attached is a list of invoices to be paid for payments approved at the January 13, 2020 Board Meeting.

Recommendation

Staff respectfully recommend permission to issue payments for the invoices in the attached list.

Board Action

Moved by:

Seconded by:

Action Taken:



01/13/2020 INVOICES FOR PAYMENT APPROVAL

Operating Invoices

Invoice Date	Vendor Name	Invoice #	Invoice Amount	DESCRIPTION	PO Number	Invoice Rece
12/4/2019	NGN	17106	\$ 3,505.35	General Counsel November 2019		12/10/2019
11/30/2019	GSG	1902820193	\$ 3,067.00	GSG General Management November 2019	20190003	12/20/2019
11/30/2019	GSG	1902920193	\$ 840.00	GSG WA 19-02 Finance, Accounting, Grants Mgmt	20190005	12/20/2019
12/31/2019	GSG	1902820194	\$2,594.00	GSG General Management December 2019	20190003	1/6/2020
12/31/2019	GSG	1902920194	\$688.00	GSG WA 19-02 Finance, Accounting, Grants Mgmt	20190005	1/6/2020
\$10,694.35 TOTAL OPERATING EXPENDITURES						

Reimbursable Invoices

Invoice Date	Vendor Name	Invoice #	Invoice Amount	DESCRIPTION	PO Number	Invoice Rece
12/4/2019	NGN	19138	\$ 1,530.00	79 Corridor Authority - Grant Eligible		12/10/2019
\$1,530.00 TOTAL CAPITAL (REIMBURSABLE) EXPENDITURES						

\$12,224.35 GRAND TOTAL



PAYMENT APPROVAL VOUCHER

Vendor Name NGN Check# _____
 Vendor # _____ Check Date _____
 Invoice # 17106
 Invoice Date 12/4/2019 Invoice Rec'd Date 12/10/2019
 Work Performed 11/1/2019-11/30/2019
 PO# N/A
 Amount \$ 3,505.35

Invoice Short Description:

General Counsel for November 2019

N/A
 Construction Administrator Approval
 (Deliverable Received is Satisfactory)

_____ Date


 System Manager Approval

12/4/19
 Date


 Finance Manager Approval
 (Budget Available and Account Coding Correct)

12/11/2019
 Date

Effective Date 11/30/2019
 Fiscal Year 2020
 Period 2

HWY 79 CORRIDOR AUTHORITY GL CODING

Org 40100300
 Object 536310 Legal
 Project 1
 \$Amount \$ 3,505.35

HWY 79 CORRIDOR AUTHORITY GL CODING

Org
 Object
 Project
 \$Amount

TOTAL \$ 3,505.35

Nabors Giblin & Nickerson P.A.

ATTORNEYS AT LAW

Post Office Box 11008
Tallahassee, Florida 32302
Telephone: (850) 224-4070

December 4, 2019

Bill through 11/30/2019

Invoice# 1009 17106 42265 HJE

Government Services Group
Attn: Krystal Strickland
1500 Mahan Drive, Suite 250
Tallahassee, FL 32308

Re: 79 Corridor Authority - General

PROFESSIONAL SERVICES

			<u>Hours</u>	<u>Amount</u>
11/06/2019	EJR	Reviewed easement sketches provided by Cliff Knauer, in house conference re: same. Email correspondence with Cliff Knauer re: same. Revised draft easement language and email correspondence re: same. Working group conference call with GSG re: November Board meeting (prorated).	1.00	\$225.00
11/07/2019	EJR	Reviewed correspondence from State Library and Archives Dept. re: Authority certification as to records disposition. Email correspondence re: same. In house conference with Krystal Strickland re: November Board meeting.	0.50	\$112.50
11/08/2019	EJR	Reviewed email correspondence from Robert Sheets re: bulk rates. Email correspondence re: same.	0.25	\$56.25
11/08/2019	EJR	Drafted solicitation documents for RFP for Audit Services.	1.50	\$337.50
11/11/2019	HJE	Attend to correspondence on utility easements	0.40	\$100.00
11/12/2019	EJR	Conference with Robert Sheets, Krystal Strickland re: November Board meeting, agenda items for same, other Authority issues. Email correspondence with FDOT re: grant provisions pertaining to ownership of utility infrastructure. Reviewed provisions pertaining to ownership/maintenance of utility infrastructure in FDOT and DEO grant	2.25	\$506.25

		agreements and email correspondence with Heather Encinosa re: same. Reviewed draft agenda items for November meeting, edits/revisions to same.		
11/13/2019	EJR	Call with Cliff Knauer re: legal descriptions/sketches for easements, property owner information, other issues. In house conference with Heather Encinosa re: November Authority Board meeting, acquisition of easements, TIF ordinances, other matters. Reviewed final November agenda package and email correspondence re: same (prorated)	0.25	\$56.25
11/14/2019	HJE	Review agenda; Conference with Evan Rosenthal on agenda and grant restrictions and easements	0.60	\$150.00
11/18/2019	EJR	Prepared for and attended November Board of Directors meeting. Travel to and from same. Post meeting conference with Cliff Knauer, Jim Town re: easement issues.	4.00	\$900.00
11/19/2019	HJE	Conference with Evan Rosenthal on easements and bulk agreement	0.40	\$100.00
11/19/2019	EJR	Reviewed revised easement sketches/legals from engineer. Email correspondence re: same. Drafted correspondence to property owners related to easements. Revised TIF ordinance for Holmes County and email correspondence with Holmes County Attorney re: same. Telephone call with Brian Sullivan re: potential easement on Holmes County parcel. Email correspondence re: same. Telephone call with attorney for FDOT re: proposed grant amendment dealing with utility ownership issue, email correspondence re: same (prorated)	0.25	\$56.25
11/22/2019	EJR	Call with Krystal Strickland re: easements, noticing of meeting schedule, other issues. Call with Cliff Knauer re: easements. Email correspondence re: same	0.60	\$135.00
11/26/2019	EJR	Drafted RFP and contract for auditor services	1.75	\$393.75
11/27/2019	EJR	Drafted and edited RFP and contract for auditor. Email correspondence re: same;	1.25	\$281.25
		Total Fees		<hr/> \$3,410.00

DISBURSEMENTS

1009	79 Corridor Authority	Invoice# 42265	Page 3
11/18/2019	Evan Rosenthal: Travel Expense 11/18/19 160 miles @ .445/mile		71.50
11/30/2019	Copying Charges		19.25
11/30/2019	Postage		4.60

Total Disbursements	\$95.35
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BILLING SUMMARY

Encinosa, Heather J.	1.40	hrs	250.00	/hr	350.00
Rosenthal, Evan J	13.60	hrs	225.00	/hr	3,060.00

TOTAL FEES	\$3,410.00
TOTAL DISBURSEMENTS	\$95.35
Total due this invoice	\$3,505.35

Nabors, Giblin & Nickerson, P.A.
Expense Report

Client Number: 1009
Matter Number: 17106
As of: 11/30/19

Photocopies: 77 @ .25 - Total: \$19.25

Postage: Total \$4.60 See attached for details

Facsimile: 0 pages @ \$1.00/pg - Total \$0.00 See attached for details

Nabors, Giblin & Nickerson P.A.

Phones_Postage Detail

Date Range
From: 2019-11-01 00:00
To: 2019-11-30 23:59

1009-17106 79 Corridor Authority / Re: 79 Corridor Authority:

Disbursement Transaction(s)

UserName	Date	Time	UnitID	Description	Disbursement Name	Gross Charges	Net Charges	Status
Zoe Chaskel	11/15/2019	16:03	TALCOP02		Postage	1.15	1.15	Billed
Zoe Chaskel	11/15/2019	16:03	TALCOP02		Postage	1.15	1.15	Billed
Zoe Chaskel	11/19/2019	16:13	TALCOP02		Postage	1.15	1.15	Billed
Zoe Chaskel	11/19/2019	16:13	TALCOP02		Postage	1.15	1.15	Billed
Transtotals for Disbursement:						4.60	4.60	
Totals For 1009-17106 79 Corridor Authority / Re: 79 Corridor Authority:						4.60	4.60	

Included transaction type(s): Fax, Disb, Phone



Invoice

Sold To:

Hwy 79 Corridor Authority
1500 Mahan Drive, # 250
Tallahassee, FL 32308

Invoice Number:

19028-2019-3

Invoice Date:

11/30/19

Page:

1

Customer ID: 530

Customer PO	Payment Terms	Sales Rep ID	Due Date
20190003	Net Due	STRKRY	11/30/19

Description	Amount
MANAGEMENT SERVICES	
ROBERT SHEETS - AUTHORITY MGR. - 4 HRS @ \$210	840.00
KRYSTAL STRICKLAND - ASST. AUTHORITY MGR - 8.5 HRS @ \$190	1,615.00
JESSICA DEVITO - 6.8 HRS @ \$90	612.00

Subtotal 3,067.00

Total Invoice Amount 3,067.00

Check No **Payment Received** 0.00

TOTAL 3,067.00

**Project Detail By
01-01-2018 - 11-30-2019**

Name	Date	Hours	Rate	Total	Notes
Jessica DeVito	11/6/2019	0.5	\$ 90.00	\$ 45.00	Record notes and revise agenda as per Working Group Conference Call
Jessica DeVito	11/7/2019	1	\$ 90.00	\$ 90.00	Prepare Agenda for 11/18/19 Board Meeting and prepare 2020 Public Meeting Calendar.
Jessica DeVito	11/8/2019	1.8	\$ 90.00	\$ 162.00	Creating Agenda Item cover pages; review of System Manager Agenda Items.
Jessica DeVito	11/12/2019	1	\$ 90.00	\$ 90.00	Put together a draft of the Board Meeting Agenda Package and distributed items for legal review.
Jessica DeVito	11/13/2019	2	\$ 90.00	\$ 180.00	Made final changes to the agenda package after receiving edits from legal counsel.
Jessica DeVito	11/15/2019	0.5	\$ 90.00	\$ 45.00	Adjusted the bookmarks in the Agenda Package and removed the bulky exhibits from the Interlocal Agreements.
Krystal Strickland	11/7/2019	0.5	\$ 190.00	\$ 95.00	Lead project management conference call for updates in prep for next board meeting with legal, ops, and system manager.
Krystal Strickland	11/12/2019	1	\$ 190.00	\$ 190.00	Review legal comments and give final edits to admin to finalize agenda packages.
Krystal Strickland	11/18/2019	4	\$ 190.00	\$ 760.00	1 hour Board meeting plus round-trip THL-Chipley 3 hours
Krystal Strickland	11/22/2019	3	\$ 190.00	\$ 570.00	Conference call with Ops team and Cliff. Follow-up easement progress with legal. Research land sales without structures for Holmes and Washington counties to get average per acre value in event payment is required for easements.
Robert Sheets	11/18/2019	4	\$ 210.00	\$ 840.00	1 hour Board meeting plus round-trip THL-Chipley 3 hours
Grand Total				<u>\$ 3,067.00</u>	



Invoice

Sold To:

Hwy 79 Corridor Authority
1500 Mahan Drive, # 250
Tallahassee, FL 32308

Invoice Number:

19029-2019-3

Invoice Date:

11/30/19

Page:

1

Customer ID: 530

Customer PO	Payment Terms	Sales Rep ID	Due Date
20190005	Net Due	STRKRY	11/30/19

Description	Amount
ACCOUNTING, FINANCIAL REPORTING AND GRANTS MANAGEMENT	
KRYSTAL STRICKLAND - 5.9 HRS @\$120	708.00
JESSICA DEVITO - 4.3 HRS @\$ 60	258.00
LESS: NOT-TO-EXCEED (\$840/MONTH)	-126.00

Subtotal 840.00

Total Invoice Amount 840.00

Check No **Payment Received** 0.00

TOTAL 840.00

**Project Detail By
11-01-2019 to 11-30-**

Project #9182019

Name	Date	Hours	Rate	Total	Notes
Jessica DeVito	11/12/2019	0.5	\$ 60.00	\$ 30.00	Created a payment voucher for NGN Invoice #42201.
Jessica DeVito	11/15/2019	2	\$ 60.00	\$ 120.00	Created Journal Entry 3, attached GSG invoices in QuickBooks; paid bills in QuickBooks and filled out checks to be signed at 11/18/2019 Board Meeting.
Jessica DeVito	11/18/2019	1.8	\$ 60.00	\$ 108.00	AM: filled out checks for NGN, Dewberry and GSG invoices. PM: delivered signed checks to vendors.
Krystal Strickland	11/4/2019	0.3	\$ 120.00	\$ 36.00	Follow-up with Kasey Holly of First Federal regarding opening the bank account.
Krystal Strickland	11/6/2019	0.3	\$ 120.00	\$ 36.00	Follow-up with First Federal Bank to open the account.
Krystal Strickland	11/7/2019	0.3	\$ 120.00	\$ 36.00	Follow-up with First Federal Bank to open account.
Krystal Strickland	11/8/2019	1	\$ 120.00	\$ 120.00	Follow-up with First Federal call and e-mail AM. Call and e-mail PM. Write and send formal letter request for Revenue Sharing transfer.
Krystal Strickland	11/12/2019	2	\$ 120.00	\$ 240.00	Completed October Financial Report and Items to Be Paid list for consent agenda.
Krystal Strickland	11/18/2019	2	\$ 120.00	\$ 240.00	Visit First Federal in Bonifay to complete bank account set-up and Ecorp set-up. Scan in full payment packets. Organize checks for delivery with correct remittance advices.
Subtotal		10.2	\$ 966.00		
Credit			\$ (126.00)		NTE \$840/month
Grand Total			\$ 840.00		

Nabors
Giblin &
Nickerson P.A.
ATTORNEYS AT LAW

Post Office Box 11008
Tallahassee, Florida 32302
Telephone: (850) 224-4070

December 4, 2019

Bill through 11/30/2019

Invoice# 1009 19138 42356 HJE

Government Services Group
Attn: Krystal Strickland
1500 Mahan Drive, Suite 250
Tallahassee, FL 32308

Re: 79 Corridor Authority - Grant Eligible

PROFESSIONAL SERVICES

			<u>Hours</u>	<u>Amount</u>
11/05/2019	EJR	In house conference re: easement for utility line routes, email correspondence with Cliff Knauer re: same.	0.25	\$56.25
11/05/2019	KAP	Review of map from client; Meeting with Evan Rosenthal;	0.30	\$67.50
11/06/2019	HJE	Conference with Evan Rosenthal on pending matters; Review and revise easement form; Correspondence on TIF	0.90	\$225.00
11/06/2019	EJR	Reviewed easement sketches provided by Cliff Knauer; in-house conference re: same. Email correspondence with Cliff Knauer re: same. Revised draft easement language and email correspondence re: same. Working group conference call with GSG re: November Board meeting (prorated).	1.25	\$281.25
11/06/2019	KAP	Review of the engineers maps and surveys of the proposed easement areas; Communications with Evan Rosenthal; Meeting with Evan Rosenthal to discuss the easement descriptions;	0.70	\$157.50
11/13/2019	EJR	Call with Cliff Knauer re: legal descriptions/sketches for easements, property owner information, other issues. In house conference with Heather Encinosa re: November Authority Board meeting, acquisition of easements, TIF ordinances, other matters. Reviewed final November agenda	0.50	\$112.50

package and email correspondence re: same (prorated).

11/15/2019	EJR	Drafted correspondence to two property owners re: proposed easements.	0.75	\$168.75
11/19/2019	EJR	Additional email correspondence with Cliff Knauer, Brian Sullivan re: potential easement for lines, lift station.	0.25	\$56.25
11/19/2019	EJR	Reviewed revised easement sketches/legals from engineer. Email correspondence re: same. Drafted correspondence to property owners related to easements. Revised TIF ordinance for Holmes County and email correspondence with Holmes County Attorney re: same. Telephone call with Brian Sullivan re: potential easement on Holmes County parcel. Email correspondence re: same. Telephone call with attorney for FDOT re: proposed grant amendment dealing with utility ownership issue, email correspondence re: same (prorated)	1.25	\$281.25
11/25/2019	EJR	Telephone call and text correspondence with Mike Alvis re: easement for Washington County parcel. Email correspondence with GSG, Dewberry re: same	0.30	\$67.50
11/26/2019	EJR	Phone call with Mike Howell re: easement for Washington County parcel. Email correspondence re: same.	0.25	\$56.25

Total Fees \$1,530.00

BILLING SUMMARY

Encinosa, Heather J.	0.90	hrs	250.00	/hr	225.00
Parsons, Kerry A	1.00	hrs	225.00	/hr	225.00
Rosenthal, Evan J	4.80	hrs	225.00	/hr	1,080.00

TOTAL FEES \$1,530.00
Total due this invoice **\$1,530.00**



PAYMENT APPROVAL VOUCHER

Vendor Name GSG Check# _____
 Vendor # _____ Check Date _____
 Invoice # 1902820194
 Invoice Date 12/31/2019 Invoice Rec'd Date 1/6/2020
 Work Performed 12/1/2019-12/31/2019
 PO# 20190003
 Amount \$ 2,594.00

Invoice Short Description:

GSG General Management Basic Services for December 2019. Includes general management and board clerk work related to publication of monthly agenda packets and notices.

N/A

 Construction Administrator Approval Date
 (Deliverable Received is Satisfactory)

_____ Date
 Board Member Approval


 _____ Date 01/06/2020
 Finance Manager Approval
 (Budget Available and Account Coding Correct)

Effective Date 12/31/2019
 Fiscal Year 2020
 Period 3

HWY 79 CORRIDOR AUTHORITY GL CODING
 Org 401000110
 Object 536310 Management
 Project 1
 \$Amount \$ 2,594.00

HWY 79 CORRIDOR AUTHORITY GL CODING
 Org
 Object
 Project
 \$Amount

TOTAL \$ 2,594.00



Invoice

Sold To:

Hwy 79 Corridor Authority
1500 Mahan Drive, # 250
Tallahassee, FL 32308

Invoice Number:

19028-2019-4

Invoice Date:

12/31/19

Page:

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Customer ID: 530

Customer PO	Payment Terms	Sales Rep ID	Due Date
20190003	Net Due	STRKRY	12/31/19

Description	Amount
MANAGEMENT SERVICES	
ROBERT SHEETS - AUTHORITY MGR. - 2 HRS @ \$210	420.00
KRYSTAL STRICKLAND - ASST. AUTHORITY MGR. - 9.5 HRS @ \$190	1,805.00
JESSICA DEVITO - BOARD CLERK - 4.1 HRS @ \$90	369.00

Subtotal 2,594.00

Total Invoice Amount 2,594.00

Check No **Payment Received** 0.00

TOTAL 2,594.00

Project Detail By Employee By Date

12-01-2019 - 12-31-2019

Project Number: 528-19023
Project Description: System Management

Name	Date	Hours	Rate	Total	x Notes
Jessica DeVito	12/11/2019	1	\$ 90.00	\$ 90.00	Kept notes for the System Manager call with the City of Bonifay regarding Water/Wastewater plans. Typed up notes from the call and distributed to those who participated.
Jessica DeVito	12/17/2019	0.8	\$ 90.00	\$ 72.00	Records-keeping, scheduling Board Meetings in Outlook, and updating the Working Group Agenda for Thursday's Working Group Conference Call.
Jessica DeVito	12/18/2019	1.3	\$ 90.00	\$ 117.00	Call with the City of Bonifay regarding water/wastewater rates, typing and distributing notes from call, and updating the Working Group Agenda for the 12/19/2019 Working Group Conference Call.
Jessica DeVito	12/19/2019	1	\$ 90.00	\$ 90.00	Maintained notes for Working Group conference call regarding current and future Board Agendas.
Krystal Strickland	12/3/2019	0.5	\$ 190.00	\$ 95.00	Confirmed set schedule of meetings with Bonifay.
Krystal Strickland	12/6/2019	0.5	\$ 190.00	\$ 95.00	Operations status call. Updates on project schedule and easements.
Krystal Strickland	12/11/2019	1	\$ 190.00	\$ 190.00	Lead call with City of Bonifay. Obtained draft O&M and CS&B agreements from a governmental utility authority.
Krystal Strickland	12/18/2019	1	\$ 190.00	\$ 190.00	Lead project status call with Bonifay. Review/confirm meeting notes for distribution.
Krystal Strickland	12/20/2019	1	\$ 190.00	\$ 190.00	CIP management conference call. Project status updates (legal/construction/general ops and mgmt). Update master project schedule.
Krystal Strickland	12/23/2019	5.5	\$ 190.00	\$ 1,045.00	Review, simplify, and send sample agreements to Bonifay (bulk water, bulk ww, O&M and CS&B general terms.)
Robert Sheets	12/18/2019	1	\$ 210.00	\$ 210.00	General guidance regarding setting up a utility authority on conference call with Bonifay.
Robert Sheets	12/18/2019	1	\$ 210.00	\$ 210.00	Guided discussions regarding project status and basics and timing of agreements.
Subtotal		15.6	\$	2,594.00	
Credit					NTE \$5000/month
Grand Total			\$	2,594.00	



PAYMENT APPROVAL VOUCHER

Vendor Name GSG

Check# _____

Vendor # _____

Check Date _____

Invoice # 1902920194

Invoice _____

Invoice Date 12/31/2019

Rec'd Date 1/6/2020

Work Performed 12/1/2019-12/31/2019

PO# 20190005

Amount \$ 688.00

Invoice Short Description:

Accounting, Financial Reporting and Grants Management Services for December 2019.

N/A

Construction Administrator Approval
(Deliverable Received is Satisfactory)

_____ Date

Board Member Approval

_____ Date


Finance Manager Approval

(Budget Available and Account Coding Correct)

01/06/2020
Date

Effective Date 12/31/2019

Fiscal Year 2020

Period 3

HWY 79 CORRIDOR AUTHORITY GL CODING

Org 401000110

Object 536320 Finance, Accounting, Compliance

Project 1

\$Amount \$ 688.00

HWY 79 CORRIDOR AUTHORITY GL CODING

Org

Object

Project

\$Amount

TOTAL \$ 688.00



Invoice

Sold To:

Hwy 79 Corridor Authority
1500 Mahan Drive, # 250
Tallahassee, FL 32308

Invoice Number:

19029-2019-4

Invoice Date:

12/31/19

Page:

1

Customer ID: 530

Customer PO	Payment Terms	Sales Rep ID	Due Date
20190005	Net Due	STRKRY	12/31/19

Description	Amount
ACCOUITING, FINANCIAL REPORTING AND GRANTS MANAGEMENT	
KRYSTAL STRICKLAND - 3 HRS @ \$120	360.00
JESSICA DEVITO - .8 HRS @ \$60	48.00
QUICKBOOKS (SEPT - DEC) @ \$70 / MONTH	280.00

Subtotal 688.00

Total Invoice Amount 688.00

Check No **Payment Received** 0.00

TOTAL 688.00

Project Detail By Employee By Date

12-01-2019 - 12-31-2019

Project Number: 530-19029
Project Description: Accounting/Finance

Name	Date	Hours	Rate	Total	Notes
Jessica DeVito	12/10/2019	0.5	\$ 60.00	\$ 30.00	Created a payment voucher for NGN Invoice Nos. 17106 and 19138.
Jessica DeVito	12/20/2019	0.3	\$ 60.00	\$ 18.00	Created payment vouchers for GSG invoices 19028-2019-3 and 19029-2019-3.
Krystal Strickland	12/6/2019	0.5	\$ 120.00	\$ 60.00	Start reimbursement package for FDOT. Reached out to legal for myflorida.com login info. Updated bank info for FDOT.
Krystal Strickland	12/10/2019	1	\$ 120.00	\$ 120.00	Update registration with State of Florida. Request EFT deposit from Florida Financial Services Department. Draft FDOT reimbursement request.
Krystal Strickland	12/17/2019	1	\$ 120.00	\$ 120.00	Request Revenue Sharing amounts from Holmes and Washington counties. Confirm legal ads. Review bank account.
Krystal Strickland	12/19/2019	0.5	\$ 120.00	\$ 60.00	Review Nov invoices from vendors. Request reimbursement #1 from FDOT.
Subtotal		3.8		\$ 408.00	
Credit				\$ -	
Grand Total				\$ 408.00	

NTE \$840/month

Highway 79 Corridor Authority

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Highway 79 Corridor Authority

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FA 1 Monthly Financial Report

Attached are the financial reports for the periods ending 11/30/2019 and 12/31/2019.

The revenue sharing funds have been received from both Washington and Holmes counties.

**HIGHWAY 79 CORRIDOR AUTHORITY
OPERATIONS
As of December 31, 2019**

	FY2020 Budget	FY2020 YTD Actuals	FY2020 Projection
OPERATING REVENUES			
Charges for Water Services	-	-	-
Charges for Wastewater Services	-	-	-
Special Assessment Revenue	-	-	-
Other, net	-	-	-
TOTAL OPERATING REVENUES	-	-	-
OPERATING EXPENSES			
Operating and management services	69,200	10,948	63,508
Other operating expenses	29,500	611	29,009
Professional Services	65,065	7,679	65,065
TOTAL OPERATING EXPENSES	163,765	19,238	157,582
NET OPERATING REVENUE (EXPENSE)	(163,765)	(19,238)	(157,582)
NON-OPERATING REVENUE (EXPENSE)			
Operating Grants and Contributions	100,000	100,000	100,000
Interest income	-	-	-
Miscellaneous Non-Operating, net	-	-	-
TOTAL NON-OPERATING REVENUE (EXPENSE)	100,000	100,000	100,000
CAPITAL CONTRIBUTIONS			
Impact Fees, net	-	-	-
Capital Grants	2,632,996	-	2,632,996
Capital Contributions	-	-	-
TOTAL CAPITAL CONTRIBUTIONS	2,632,996	-	2,632,996
OTHER TRANSFERS IN (OUT)			
Impact Fees (restricted)	-	-	-
Capital Grant/Contributions transfers out (restricted)	(2,632,996)	-	(2,632,996)
Renewal and Replacement Fund	-	-	-
TOTAL TRANSFERS IN (OUT)	(2,632,996)	-	(2,632,996)
Increase (decrease) in net position	(63,765)	80,762	(57,582)
Unrestricted Fund Balance - beginning of year	71,812	71,812	71,812
Unrestricted Fund Balance - end of year	8,048	152,574	14,230

	FY2020 Budget	FY2020 YTD Actuals	FY2020 Projection
RESTRICTED FUNDS			
Sources			
DOT Capital Grant	811,535	1,530	811,535
DEO Capital Grant	1,821,461	-	1,821,461
Impact Fees	-	-	-
Renewal and Replacement	-	-	-
Total CIP Restricted Sources	2,632,996	1,530	2,632,996
Uses			
CP001: 2.3 Miles Water/Sewer Infrastructure	2,632,996	1,530	2,632,996
TBD line extensions (use impact fees)	-	-	-
TBD Renewal and Replacement Projects	-	-	-
Total CIP Restricted Uses	2,632,996	1,530	2,632,996
CIP Restricted Fund Balance, Beginning	-	-	-
CIP Restricted Fund Balance, Ending	-	-	-

**HIGHWAY 79 CORRIDOR AUTHORITY
OPERATIONS
As of November 30, 2019**

	FY2020 Budget	FY2020 YTD Actuals	FY2020 Projection
OPERATING REVENUES			
Charges for Water Services	-	-	-
Charges for Wastewater Services	-	-	-
Special Assessment Revenue	-	-	-
Other, net	-	-	-
TOTAL OPERATING REVENUES	<u>-</u>	<u>-</u>	<u>-</u>
OPERATING EXPENSES			
Operating and management services	69,200	7,666	69,200
Other operating expenses	29,500	351	29,149
Professional Services	65,065	7,679	57,386
TOTAL OPERATING EXPENSES	<u>163,765</u>	<u>15,696</u>	<u>155,735</u>
NET OPERATING REVENUE (EXPENSE)	<u>(163,765)</u>	<u>(15,696)</u>	<u>(155,735)</u>
NON-OPERATING REVENUE (EXPENSE)			
Operating Grants and Contributions	100,000	-	100,000
Interest income	-	-	-
Miscellaneous Non-Operating, net	-	-	-
TOTAL NON-OPERATING REVENUE (EXPENSE)	<u>100,000</u>	<u>-</u>	<u>100,000</u>
CAPITAL CONTRIBUTIONS			
Impact Fees, net	-	-	-
Capital Grants	2,632,996	-	2,632,996
Capital Contributions	-	-	-
TOTAL CAPITAL CONTRIBUTIONS	<u>2,632,996</u>	<u>-</u>	<u>2,632,996</u>
OTHER TRANSFERS IN (OUT)			
Impact Fees (restricted)	-	-	-
Capital Grant/Contributions transfers out (restricted)	(2,632,996)	-	(2,632,996)
Renewal and Replacement Fund	-	-	-
TOTAL TRANSFERS IN (OUT)	<u>(2,632,996)</u>	<u>-</u>	<u>(2,632,996)</u>
Increase (decrease) in net position	<u>(63,765)</u>	<u>(15,696)</u>	<u>(55,735)</u>
Unrestricted Fund Balance - beginning of year	71,812	71,812	71,812
Unrestricted Fund Balance - end of year	8,048	56,116	16,077

	FY2020 Budget	FY2020 YTD Actuals	FY2020 Projection
RESTRICTED FUNDS			
Sources			
DOT Capital Grant	811,535	1,530	811,535
DEO Capital Grant	1,821,461	-	1,821,461
Impact Fees	-	-	-
Renewal and Replacement	-	-	-
Total CIP Restricted Sources	<u>2,632,996</u>	<u>1,530</u>	<u>2,632,996</u>
Uses			
CP001: 2.3 Miles Water/Sewer Infrastructure	2,632,996	1,530	2,632,996
TBD line extensions (use impact fees)	-	-	-
TBD Renewal and Replacement Projects	-	-	-
Total CIP Restricted Uses	<u>2,632,996</u>	<u>1,530</u>	<u>2,632,996</u>
CIP Restricted Fund Balance, Beginning	-	-	-
CIP Restricted Fund Balance, Ending	-	-	-

Highway 79 Corridor Authority

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Highway 79 Corridor Authority

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OP 1**Master Timeline**

Attached is the Highway 79 Corridor Authority Master Timeline.

The Authority's Capital Project Manager, Rob Dickson, P.E., will provide a verbal briefing of the Master Project Timeline.

SR-79 CORRIDOR AUTHORITY WATER AND SEWER EXPANSION SCHEDULE

Project Schedule

Last Updated: 1/7/2020 7:13 PM

Task	Responsible Party	Duration (Days)	Start	Finish	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20
ENGINEERING DESIGN AND PERMITTING																	
60% Design Complete	Dewberry	259	05/01/19	01/15/20													
60% Design Review	GSG CIP Management and City of Bonifay	15	01/16/20	01/31/20													
Easement Acquisition	NGN with Dewberry Support	100	11/01/19	02/09/20													
90% Complete Design and Construction Plans	Dewberry	25	02/09/20	03/05/20													
90% Design and Construction Plans Review	GSG CIP Management and City of Bonifay	15	03/05/20	03/20/20													
FDOT Permitting - 45 days	Dewberry submits application, FDOT reviews	45	03/20/20	05/04/20													
Florida DEP Permitting - Water / Sewer - 30 days	Dewberry submits application, DEP reviews	30	03/20/20	04/19/20													
CONSTRUCTION CONTRACTOR PROCUREMENT																	
Draft Invitation to Bid Documents, including draft construction contract	NGN leads with GSG input and coordination	26	01/07/20	02/02/20													
Board Input on DRAFT Bid and Agreements	Initial draft to be reviewed at February 10, 2020 meeting	7	02/03/20	02/10/20													
Board Approval of Bid and Agreements	Final draft to confirmed at March 9, 2020 Board Meeting	7	03/02/20	03/09/20													
Release Invitation to Bid - 30 days	GSG	30	03/11/20	04/10/20													
Bid Opening	GSG	0	04/10/20	04/10/20													
Selection committee reviews bids	GSG	10	04/10/20	04/20/20													
Board confirms selection and awards contract	GSG will present top bids to Authority Board	0	06/08/20	06/08/20													
Contractor submits performance bond, proof of insurance and signed contract to Legal	GSG/NGN/Construction Contractor	14	06/08/20	06/22/20													
Legal reviews all executed contract documents, obtains authorizing signatures, releases Notice to Proceed	NGN	14	06/22/20	07/06/20													
CONSTRUCTION																	
Construction	Construction Contractor	270	07/06/20	04/02/21													
CEI Contractor on site	CEI Contractor	280	07/06/20	04/12/21													
Lift Station Startup and Drawdown Testing		14	04/02/21	04/16/21													
DEP Certifications	DEP	14	04/30/21	05/14/21													
Project Closeout - 30 days		30	05/14/21	06/13/21													

Task	Responsible Party	Duration (Days)	Start	Finish	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20
BUSINESS MANAGEMENT																	
<i>Bulk Water & WW Service and Operations, Maintenance and Customer Service Agreements</i>																	
Joint Planning Workshop #1	Board/council members and staff discuss outline for agreements		Jan/Feb 2020	TBD													
Authority Hires Rate Consultant for a financial feasibility rate study report on the Authority's proposed rates, impact fees and miscellaneous fee schedules	Execute at Regular Meeting		February 2020	02/10/20													
Bonifay City Council - Discuss and review draft Agreements			March 2020	03/09/20													
Authority's Rate Consultant does field work	Rate consultant will meet with GSG and Bonifay staff		March 2020														
Joint Planning Workshop #2			March 2020														
Authority's Rate Consultant submits draft rate and financial feasibility report	GSG will present report at Regular Meeting		April 2020	04/13/20													
Rate Consultant submits FINAL rate study	Rate Consultant		04/13/20	04/28/20													
Staff incorporate changes to finalize Agreements	GSG		April 2020														
Agreement Legal Review	NGN and Bonifay Legal Council		April 2020														
Bonifay City Council - Execute Agreements	Execute Agreements at Regular Meeting			05/11/20													
Hwy 79 Corridor Authority - Execute Agreements	Execute Agreements at Regular Meeting			05/11/20													
<i>Rate Adoption</i>																	
Present Proposed Rates to Authority Board and schedule a public hearing	Board/council members and staff discuss outline for agreements			TBD													
Publish legal ads to announce public hearing	GSG	20		TBD													
Hold a public hearing and adopt the final rates	Execute at Regular Meeting	30		TBD													
<i>To be Scheduled</i>																	
Publish a Developer Guide (Permitting, impact fees, zoning)	Gortemoller																
Market the Corridor																	

Highway 79 Corridor Authority

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OP 2 Engineering Progress Report

This will be provided as a verbal update.

Highway 79 Corridor Authority

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Highway 79 Corridor Authority

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Item

SM 1 Retain a Rate Consultant

As a condition of providing water and wastewater service and before customers sign up for water and wastewater services, the Authority must adopt rates and fees that are based on the estimated cost of providing service and considered fair and reasonable.

Recognizing that the rates for utility service is the primary source of revenue to fund the cost of providing service, the major objective in the establishment of rates and fees is to ensure the funding of the operation, maintenance and replacement of the utility, promote the fiscal health of the utility, while being affordable to customers who connect. Recognizing that the Authority has not established any rates for service and in order to meet the utility objectives which will promote rate sustainability, staff believes it would be in the best benefit of the Authority to work with a rate consultant while negotiating operations, maintenance, and water and wastewater treatment agreements.

The rate consultant's scope of work will include tasks such as:

- Review draft agreement for operations and maintenance
- Review draft agreements to purchase water and for wastewater treatment
- Review assumptions established at planning sessions, including type and timing of potential customers
- Conduct fieldwork to discuss and clarify assumptions with the agents
- Project expenses and revenues for 5-10 years
- Establish/confirm base fees, usage fees, impact fees, and miscellaneous fees
- Assist in the development of rate policies and resolutions / tariffs in support of the utility establishment and rate implementation

Our experience shows a rate review/feasibility study for this size of a utility system costs approximately \$18,000 – \$20,000. The Authority's purchasing policy states that a contract of this size requires three written quotes and Board approval.

Staff respectfully request permission to bring a contract from the most responsive respondent to the February 10, 2020 board meeting to be executed. The system manager has had many positive experiences with staff at Raftelis for this type of a study. We would like to request a quote from Raftelis Financial Consultants, Inc. (Raftelis) and any additional professional services firms recommended by the Board.

Staff will request a budget amendment when we bring an agreement to the Board for approval.

Recommendation

Staff respectfully recommend permission to begin negotiating a rate review and feasibility study with the Authority's preferred provider.

Board Action

Moved by:

Seconded by:

Action Taken:

Highway 79 Corridor Authority

Board Agenda Item

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Item

SM 2 Status Update: Operating, Maintenance, Customer Service and Billing

The system manager has briefly discussed the need to negotiate to acquire operations, maintenance, customer service and billing services with the City of Bonifay.

The system manager sent a sample draft general terms agreement to the City of Bonifay during the holidays.

Staff would like to request to set a date for a joint meeting between the Authority, Bonifay Council and Staff to take place before the February 10, 2020 regular meeting.

Highway 79 Corridor Authority

Board Agenda Item

January 13, 2020

Item

SM 3 Status Update: Bulk Water Agreement

The system manager has discussed the need to purchase treated water from the City of Bonifay through a bulk water purchasing agreement. Engineering is finalizing the interconnection locations and has confirmed the water treatment plant has the capacity.

The system manager sent a sample draft agreement to the City of Bonifay during the holidays. Staff will meet with City of Bonifay staff in January to further discuss appropriate rates.

Highway 79 Corridor Authority

Board Agenda Item

January 13, 2020

Item

SM 4 Status Update: Bulk Wastewater Treatment Service Agreement

The system manager has discussed the need to purchase wastewater treatment services from the City of Bonifay through a bulk wastewater treatment services agreement. Engineering is finalizing the interconnection locations and has confirmed the wastewater treatment plant has the capacity.

The system manager sent a sample draft agreement to the City of Bonifay during the holidays. Staff will meet with City of Bonifay staff in January to further discuss appropriate rates.

Highway 79 Corridor Authority

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January 13, 2020

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Other Items

Highway 79 Corridor Authority

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January 13, 2020

Item

GC 1 Status Update: Easement Acquisition

Executive Summary:

This item is intended to provide the Board with a summary of efforts related to acquisition of two easements required to facilitate the water and wastewater construction project (“Project”).

Background

The current design of the Project requires easements across two separate properties: one located on a parcel of property in Holmes County owned by Providential LLC (“Holmes County Easement”) and the second located on a parcel of property in Washington County owned by 2M LLC (“Washington County Easement”).

1. Holmes County Easement

Following the November Board meeting, General Counsel negotiated a proposed agreement with a representative of Providential LLC pursuant to which Providential will provide an easement for the lift station area only. In exchange, Providential will have the option to select the location for one water/wastewater stubout to be constructed in the right of way. It should be noted that this is a stubout only and not a lateral service line for the property. General Counsel corresponded with the property owner’s representative in early January who indicated that the agreement and easement documents were in the process of being signed and returned to the Authority. If they are received in time for the January meeting, the agreement and easement will be presented to the Board for approval.

2. Washington County Easement

The Washington County property is owned by an inactive LLC that is no longer registered to do business in the State of Florida. After several unsuccessful attempts to reach an agent or representative of the LLC, in late December General Counsel made contact with Mike Howell who it appears currently controls all of the assets of the now-defunct LLC. Mr. Howell indicated that the assets are in the process of being transferred over into his name and was reluctant to do anything with the property until the assets were in his name. Additionally, Mr. Howell wanted to speak with the Authority’s engineer to better understand the project. Jim Town has also reached out to Mr. Howell to discuss the project. Additional information concerning the Washington County Easement will be provided verbally at the meeting if available.

Options

No action is required on this item; for informational purposes only.

Highway 79 Corridor Authority

Board Agenda Item

January 13, 2020

Item

GC 2 Amendment to FDOT Grant Amendment

Executive Summary

This item requests Board approval of an amendment to the FDOT Phase 2 Grant Agreement (“FDOT Phase 2 Grant”) and corresponding resolution intended to clarify that the Authority will own the utility facilities following their construction and installation.

Background

On March 13, 2019, the Authority and FDOT entered into the FDOT Phase 2 Grant Agreement pursuant to which the Authority was awarded \$900,000 for design and construction of the Project. The FDOT Phase 2 Grant contains form language applicable to road construction projects providing that improvements within the FDOT right of way will be owned by FDOT following their construction and installation. This language is problematic from the standpoint of the Project, as the facilities are intended to be owned by the Authority following their construction and installation, not FDOT.

General Counsel reached out to FDOT concerning this issue and worked with FDOT to prepare an amendment to the FDOT Phase 2 Grant clarifying that the Authority will be the owner of the utility facilities following their construction and installation. FDOT has also requested that the Authority adopt a corresponding resolution formally approving of the amendment and authorizing the Chairman to execute same.

Options

1. Approve the resolution and proposed amendment to the FDOT Phase 2 Grant Agreement.
2. Do not approve the resolution and proposed amendment to the FDOT Phase 2 Grant Agreement.
3. Board direction.

Attachments

1. Proposed FDOT Phase 2 Grant Amendment and Resolution expressing Board approval of same.

RESOLUTION NO. 2020-1

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE HIGHWAY 79 CORRIDOR AUTHORITY
APPROVING SUPPLEMENTAL AGREEMENT 001 TO
STATE FUNDED GRANT AGREEMENT FPN 441500-2-54-
01; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, on March 13, 2019, the Highway 79 Corridor Authority (“Authority”) and the Florida Department of Transportation (collectively the “Parties”) entered into State Funded Grant Agreement FPN 441500-2-54-01 (the “Agreement”), providing for an award of \$900,000 to the Authority in furtherance of the Authority’s design and construction of 2.3 miles of water and sewer infrastructure adjacent to the Highway 79 Corridor in Holmes County and Washington County; and

WHEREAS, the Parties desire to amend and supplement the Agreement to address ownership of the utility infrastructure following its construction and installation, as further described in Supplemental Agreement No. 001 attached hereto.

NOW THEREFORE, be it resolved by the Highway 79 Corridor Authority Board of Directors (“Board”), as follows:

SECTION 1. RECITALS. The above recitals are true and correct and are hereby incorporated herein by reference.

SECTION 2. APPROVAL OF SUPPLEMENTAL AGREEMENT NO. 001. The Board hereby approves Supplemental Agreement No. 001 to State Funded Grant Agreement FPN 441500-2-54-01, attached hereto as Exhibit “A,” and authorizes the Chairman to sign Supplemental Agreement No. 001 and take such other actions as may be necessary to effectuate such Supplemental Agreement.

SECTION 3. EFFECTIVE DATE. This Resolution shall become effective immediately upon its adoption.

DONE AND ADOPTED by the Highway 79 Corridor Authority Board of Directors this
____ day of _____, 2020.

ATTEST:

**HIGHWAY 79 CORRIDOR AUTHORITY
BOARD OF DIRECTORS**

Tray Hawkins, Chairman

EXHIBIT A

Supplemental Agreement No. 001 to State Funded Grant Agreement FPN 441500-2-54-01

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**STATE-FUNDED GRANT
SUPPLEMENTAL AGREEMENT**

SUPPLEMENTAL NO.

001

CONTRACT NO.

G1642

FPN

441500-2-54-01

Recipient: Highway 79 Corridor Authority

This Supplemental Agreement ("Supplemental"), dated _____ arises from the desire to supplement the State-Funded Grant Agreement ("Agreement") entered into and executed on March 13, 2019 as identified above. All provisions in the Agreement and supplements, if any, remain in effect except as expressly modified by this Supplemental.

The parties agree that the Agreement is to be amended and supplemented as follows:

Section 11, a. of the State-Funded Grant Agreement is amended as follows:

The Recipient agrees to maintain any portion of the Project not located on the State Highway System constructed under this Agreement for its useful life. If the Recipient constructs any improvement on Department right-of-way, the Recipient SHALL maintain the improvements located on the Department right-of-way made for their useful life. If the Recipient is required to maintain Project improvements located on the Department right-of-way beyond final acceptance, then Recipient shall, prior to any disbursement of the State funding provided under this Agreement, also execute a Maintenance Memorandum of Agreement in a form that is acceptable to the Department. The Recipient has agreed to the foregoing by resolution, and such resolution is attached and incorporated into this Agreement as Exhibit "E". This provision will survive termination of this Agreement.

Exhibit F, Section 1. f. is amended as follows:

It is hereby agreed by the Parties that this Agreement creates a permissive use only and all improvements, exclusive of utilities permitted and installed in compliance with the Department Utility Accommodation Manual, which shall be owned by the entity identified in the relevant permit(s) or its successor in interest, located on, under, or over the Department's right-of-way resulting from this Agreement shall become the property of the Department. Neither the granting of the permission to use the Department right-of-way nor the placing of facilities upon the Department property shall operate to create or vest any property right to or in the Recipient, except as may otherwise be provided in separate agreements or Department-issued permits. The Recipient shall not acquire any right, title, interest or estate in Department right-of-way, of any nature or kind whatsoever, by virtue of the execution, operation, effect, or performance of this Agreement including, but not limited to, the Recipient's use, occupancy or possession of Department right-of-way. The Parties agree that this Agreement does not, and shall not be construed to, grant credit for any future transportation concurrency requirements pursuant to Chapter 163, Florida Statutes.

Reason for this Supplemental and supporting engineering and/or cost analysis:

The intent of these amendments is to require the Recipient to maintain the utility improvements within the Department right-of-way.

**STATE-FUNDED GRANT
SUPPLEMENTAL AGREEMENT**

IN WITNESS WHEREOF, the parties have caused these presents to be executed the day and year first above written.

RECIPIENT:
Highway 79 Corridor Authority

STATE OF FLORIDA
DEPARTMENT OF TRANSPORTATION

By: _____
Name:
Title:

By: _____
Name: Tim Smith, P.E.
Title: Interim Director of Transportation Development

Legal Review:

Highway 79 Corridor Authority

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Other Items

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Other Items
