HOLMES COUNTY BOARD OF COUNTY COMMISSIONERS

November 02, 2026 Regular Session 6:00 PM

Commission Board Room - 107 E Virginia Ave., Bonifay, FL 32425

David Corbin
Project Director

Nate Nolin
County Attorney

WILMER STAFFORD	WADE ELLENBURG	MITCH JOHNSON	EARL STAFFORD	CLINT ERICKSON
District 1	District 2	District 3	District 4	District 5

PROCLAMATION

- Call to Order
- Invocation/Pledge

ADOPT THE AGENDA

- Additions or Deletions

ADOPT PREVIOUS MINUTES

- Special Session – October 06, 2026
- Special Session – October 06, 2026
- Regular Session – October 06, 2026
- Regular Session – October 20, 2026

NON- AGENDA AUDIENCE

Effective October 1, 2013, Florida Statute 286.0114 mandates that "members of the public shall be given a reasonable opportunity to be heard on a proposition before a Board or Commission." Each individual shall have three (3) minutes to speak on the proposition before the Board.

AGENDA ITEMS

- FDACS Contract – Lee Duke
- Ag Center Roof – Kalyn Waters
- National Peanut Festival Pageant Letter of Support
- Letter of Support for PanCare of FL – Mary Gavin
- Rent Revenue to Payroll Line Item for 3 Employees (retroactive to October 01, 2026) – David Corbin
- Memorandum of Agreement (MOA) for Rural Area of Opportunity (RAO) – David Corbin
- Approval of 2027 Borad Meeting and Holiday Schedules - David Corbin

COUNTY COORDINATOR

- Planning Discussion – David Corbin

FEMA

DEVELOPMENT COMMISSION

BUILDING OFFICIAL / PLANNING

LIBERTY PARTNERS

COUNTY ENGINEER

- Dewberry Engineering
- Melvin Engineering
- Alday – Howell Engineering
- Hanson Professional Services

COUNTY ATTORNEY

COMMISSIONER ITEMS

- HWY 179A & HWY 163 Guardrails – Wade Ellenburg
- Maintenance Cost of Joe Manning Road – Wilmer Stafford
- Appreciation Presentation, Districts 2 & 4

ADJOURN

October 6, 2026 @ 4:00 P.M.
Special Session
Bonifay, Florida

The Holmes County Board of Commissioners met for a Special Session on the above date with the following members present: Commissioner Wade Ellenburg, Commissioner Mitch Johnson (late), Commissioner Wilmer Stafford, Commissioner Clint Erickson and Commissioner Earl Stafford, Chairman of the Board.

Nate Nolin, County Attorney, and David Corbin, Project Director, were present.

Angie Purvee, Finance Director, was present and kept the minutes.

Chairman Stafford called the meeting to order at 4:00 p.m. Project Director David Corbin led the prayer and pledge.

The first agenda item was Agenda Additions and Deletions. No changes were made to the posted agenda. Commissioner Wilmer Stafford offered a motion to accept the agenda with Commissioner Ellenburg offering a second. The motion passed unanimously.

Renee Savary, a private citizen, requested a more detailed Board agenda with the documentation to be made available to the public. Discussion included posting the Planning Commission minutes on the Board's website.

Chairman Stafford opened the meeting to consider the engineering services proposals. Ten proposals were received in response to Engineering Services RFP 26-08 with the Commissioners scoring each proposal. Commissioner Erickson clarified which firms might qualify for the women-owned business scoring. The Board determined that the firms did not qualify for the extra score.

Jane Dellwo, Board Administrative Assistant, tallied the Commissioners' scores for each proposal. The meeting was recessed for Commissioner Johnson to score the proposals.

Upon reconvening, Ms. Dellwo added Commissioner Johnson's scores to the tally. The four firms that received the highest scores were announced as follows:

#1 – Dewberry

#2 – DHM Melvin Engineering

#3 – halff

#4 – Alday Howell Engineering, Inc.

The Board discussed maintaining four firms for engineering services and that all four firms could provide inspection and design services. Commissioner Johnson offered a motion to enter into a continuing services contract with the four top-scoring firms effective immediately. Commissioner Ellenburg offered a second and the motion passed unanimously.

(Tally Sheet)

There being no further business at this time, the meeting was adjourned at 4:47 p.m.

Clerk _____ Chairman _____

October 6, 2026 @ 5:00 P.M.
Special Session
Bonifay, Florida

The Holmes County Board of Commissioners met for a Special Session on the above date with the following members present: Commissioner Wade Ellenburg, Commissioner Mitch Johnson, Commissioner Wilmer Stafford, Commissioner Clint Erickson and Commissioner Earl Stafford, Chairman of the Board.

Nate Nolin, County Attorney, and David Corbin, Project Director, were present.

Angie Purvee, Finance Director, was present and kept the minutes.

Chairman Stafford called the meeting to order at 5:00 p.m. Project Director David Corbin led the prayer and pledge.

The first agenda item was Agenda Additions and Deletions. No changes were made to the posted agenda. Commissioner Erickson offered a motion to accept the agenda with Commissioner Johnson offering a second. The motion passed unanimously.

Chairman Stafford opened the Public Hearing on the Holmes County Land Development Regulations (LDR) update. John Feeney, Contracted Planner, and Allara Mills Gutcher, The Planning Collaborative, provided a draft of the updated LDR and presented a broad overview of the changes contained in the document. The overview consisted of the following:

- Planning Commission reviewed and unanimously approved the updated LDR
- County's LDR was last updated in 2009
- Process to review land development requests
- Term "land use" changed to "zoning"
- Prohibited uses of land and resource protections
- Regulations for communication towers
- Standards that must be met before the Board will take over a road
- Road signage regulations
- Active development applications in progress before updated LDR is adopted will be grandfathered in under the old LDR
- Florida Statute definition of a subdivision adopted
- An agricultural zone must meet a 1-40 land density (meaning one dwelling per 40 acres)
- Process and requirements a property owner must meet to divide parcels
- LDR must be consistent with Florida Statutes and the County's Comp Plan
- Court orders must follow the LDR's density requirements
- Municipalities remain under the old regulations unless they adopt the County's updated LDR

The following citizens discussed this matter:

- Anthony Register
- Terry Mears
- Paige Fleming
- Jeremy McVay
- Mike Alvis
- Nate Nolin, County Attorney

The Board discussed changing the agriculture land density requirements which would involve submitting a Comp plan amendment to the State. Commission Erickson offered a motion to amend the Comp Plan to change the agriculture density requirements to one dwelling per 10 acres. Commissioner Ellenburg offered a second and the motion passed unanimously. Commissioner Johnson offered a motion to table the adoption of the updated LDR until the State approves the Comp Plan amendment. Commissioner Ellenburg offered a second and the motion passed unanimously.

(LDR Overview)
(Draft of LDR Available Upon Request)

There being no further business at this time, the meeting was adjourned at 6:21 p.m.

Clerk

Chairman

October 6, 2026
Regular Session
Bonifay, Florida

The Holmes County Board of Commissioners met for a Regular Session on the above date with the following members present: Commissioner Wade Ellenburg, Commissioner Mitch Johnson, Commissioner Wilmer Stafford, Commissioner Clint Erickson, and Commissioner Earl Stafford, Chairman of the Board.

Nate Nolin, County Attorney, and David Corbin, Project Director, were present.

Angie Purvee, Finance Director, was present and kept the minutes.

Chairman Stafford called the meeting to order at 6:31 p.m.

The first agenda item was Agenda Additions and Deletions. The following changes were made to the posted agenda:

- Liberty Partners Item) Holmes County Jail Expansion Design Contract – added
- Agenda Item) Arthropod FDACS Contract - deleted
- Commissioner Item) Garbage Franchise Contracts – moved to second Agenda Item
- Commissioner Item) Property Appraiser and Tax Collector Storage Unit – added

Commissioner Johnson offered a motion to accept the amended agenda with Commissioner Ellenburg offering a second. The motion passed unanimously.

Commissioner Wilmer Stafford offered a motion to adopt the minutes from the following meetings:

- September 15, 2026 Special Session
- September 15, 2026 Regular Session
- September 28, 2026 Final Budget Hearing
- September 28, 2026 Special Session

Commissioner Johnson offered a second and the motion passed unanimously.

John Feeney, Contracted Planner, presented a proposed Affidavit of Acknowledgement for Exemption of Second Residential Structure at 1154 Coates Road for Harold and Rhonda Stewart, the property owners, and Betty Griner-Shuler, the affiant, to execute. Mr. Feeney stated that the affidavit acknowledges that the Board is granting the exemption for a second residential structure to be placed on Parcel ID Number 0736.00-000-000-013.000 for an immediate family member. He advised the updated Land Development Regulations (LDR) will make provisions for immediate family members. Mr. Feeney recommended approval of the exemption. Commissioner Wilmer Stafford offered a motion approving the exemption with Commissioner Johnson offering a second. The motion passed unanimously.

(Affidavit)

John Feeney, Contracted Planner, presented Ordinance 26-06 for a public hearing. He stated that the ordinance changes the future land use designation for Parcel No. 1002.00-000-000-08.330 from Rural Residential to Low Density Residential to allow for a second residence. Mr. Feeney stated that the Planning Commission unanimously approved Ordinance 26-06 and he recommended approval. Discussion included that the public hearing required for the ordinance was not placed on the agenda but was advertised in the local newspaper. Nate Nolin, County Attorney, advised that an agenda is not required by law and recommended moving forward with

the public hearing. Mike Alvis, Performance Realty, stated that he represented the property owner and that all the adjacent property owners were notified of the public hearing. Commissioner Wilmer Stafford offered a motion to adopt Ordinance 26-06 with Commissioner Ellenburg offering a second. The motion passed unanimously.

(Ordinance 26-06)

Garett Valcourt, a private citizen, discussed how a public hearing should be listed on the agenda.

Richard Willsey, a private citizen, requested clarity of agenda items, spoke against imposing the additional fuel tax recently approved by the Board and the Board giving pay increases to County employees when balancing the budget was so challenging.

Garett Valcourt, a private citizen, discussed how some County employees did not receive a cost-of-living pay increase.

Jimmy Mixon, Northwest Sanitation, stated that two of Northwest Sanitation's garbage trucks are down for repairs. He currently has one functioning garbage truck and that is the reason his customers are not receiving their customary garbage pickup. The Board advised that the matter will be discussed later in the meeting as an agenda item.

The following citizens protested the levying of the ELMS Nickel, an additional five cent fuel tax:

- Terry Mears
- Garett Valcourt
- Tracy McAdams

Discussion included that the ELMS Nickel is not imposed on diesel, giving pay increases to County employees while imposing more taxes and local citizens going to other counties to purchase fuel. The Board agreed to revisit charging the additional fuel tax if the Amendment 3 property tax reform referendum fails to pass.

Commissioner Erickson discussed the complaints he has received about Northwest Sanitation failing to pick up garbage and the possibility of using Waste Management as a sole source garbage service provider for the County. Jimmy Mixon, Northwest Sanitation, discussed his wish to continue Northwest Sanitation's garbage service and his efforts to repair two garbage trucks. Discussion included that a new local garbage service is illegally using trailers to haul garbage and how the Northwest Sanitation customers who have paid in advance should be managed. Nate Nolin, County Attorney, advised that the ordinance regulating the County's garbage services would have to be amended to allow for temporary use of dump trailers. Garett Valcourt, a private citizen, clarified the Board's authority over the garbage franchises. Kevin Conner, Household Disposal Service, offered to provide the parts needed to repair the Northwest Sanitation garbage trucks. Commissioner Erickson offered a motion to allow Northwest Sanitation to use tarped dump trailers until January 2027 to give time for the company to complete the repairs and catch up on the service. Commissioner Ellenburg offered a second and the motion passed unanimously.

Chairman Stafford called for a five-minute recess.

Upon reconvening, Project Director David Corbin presented the 2026-2027 Interlocal Agreement for Medical Examiner Services. He advised that the fees in the agreement have been budgeted. Commissioner Wilmer Stafford offered a motion for the Chairman to sign the agreement with Commissioner Johnson offering a second. The motion passed unanimously.

(Agreement)

Tim Parson, Liberty Partners, presented a proposed contract for Clemons, Rutherford & Associates, Inc. to provide design services for the $2.25 million Holmes County Jail Expansion project. He advised that negotiations with the firm resulted in a $165,000 reduction in design fees. Nate Nolin, County Attorney, reviewed and recommended approval of the contract. Commissioner Wilmer Stafford offered a motion for the Chairman to sign the contract with Commissioner Johnson offering a second. The motion passed unanimously.

(Contract)

Tim Parson, Liberty Partners, advised that Governor DeSantis has issued a State of Emergency for 25 Florida counties due to the impending landfall of Hurricane Isaias.

Rod Adams, Melvin Engineering, presented Change Order #1 for the Old Mill Road improvement project. He advised that $4,750 was added to the grant amount to install a needed culvert. Commissioner Wilmer Stafford offered a motion approving the change order. Commissioner Ellenburg offered a second and the motion passed unanimously.

(Change Order #1)

Rod Adams, Melvin Engineering, presented the close-out documentation and the final pay request for the Bonifay-Gritney Road paving project. Commissioner Erickson offered a motion for the Chairman to sign the documentation. Commissioner Ellenburg offered a second and the motion passed unanimously.

(Close-out Documentation & Final Pay Request)

Chairman Stafford requested $8,500 to purchase rock for Pine Straw Alley/Monroe Paul Road. He stated that the road connects to the paved Flowing Well Road and $5,000 of rock has already been purchased. Chairman Stafford requested the use of LOGT funds to purchase additional rock to be placed on Pine Straw Alley/Monroe Paul Road to County Road 177. Commissioner Erickson offered a motion approving the request with Commissioner Ellenburg offering a second. The motion passed unanimously.

Commissioner Ellenburg discussed amending the County Policy to require department heads to coordinate travel with Project Director David Corbin. Nate Nolin, County Attorney, stated that the County's insurance company verified that there is risk in allowing private citizens to travel in County vehicles. Discussion included that travel must be for work purposes only. Garett Valcourt, Development Commission Board Member, advised

that the Development Commission Director routinely transports private citizens to encourage business growth. The Board agreed by consensus to have County Attorney Nate Nolin amend the current travel policy to address these issues.

Chairman Stafford stated that the 2026-2027 final budget eliminated payment on the storage unit for the Holmes County Property Appraiser and Tax Collector. He stated that one more month is needed to remove the items from the storage unit. Commissioner Johnson offered a motion to pay one month for the storage unit to allow time to remove all items. Commissioner Wilmer Stafford offered a second and the motion passed unanimously.

There being no further business at this time, the meeting was adjourned at 7:53 p.m.

Clerk

Chairman

FDACS# 34384

WILTON SIMPSON
COMMISSIONER

Florida Department of Agriculture and Consumer Services
Division of Agricultural Environmental Services

MOSQUITO CONTROL
STATE FINANCIAL ASSISTANCE RECIPIENT AGREEMENT

CSFA Number: 42.003

State Project Title: Mosquito Control

Authorization: Section 388, Florida Statutes (F.S.)

Fiscal Year: 2026-2027

This AGREEMENT made and entered into on _____, by and between the FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES, the DEPARTMENT, and **HOLMES COUNTY,** the RECIPIENT.

This AGREEMENT shall be executed by the RECIPIENT and returned to the DEPARTMENT not later than **December 31, 2026**, and shall serve as the RECIPIENT'S acknowledgment that this AGREEMENT is subject to Section 215.97, F.S.

ARTICLE 1: TERM

1.1 Contract Period: **OCTOBER 1, 2026 – SEPTEMBER 30, 2027**

1.2 Extension and Renewal. ***RESERVED***

ARTICLE 2: SERVICES

2.1 Scope of Work. The RECIPIENT agrees to provide the following contractual services:

Conduct arthropod/mosquito control in compliance with the requirements of Chapter 388, F.S., Section 215.97, F.S., and Chapter 5E-13, Florida Administrative Code (F.A.C.) as detailed in the attached Application, which is hereby incorporated by reference, and hereinafter referred to as the Scope of Work.

2.2 Deliverables. The RECIPIENT must provide quantifiable, measurable, and verifiable units of deliverables which must be received and accepted in writing by the contract manager prior to payment. These deliverables are directly related to the Scope of Work specifying minimum levels of service to be performed and criteria for evaluating the successful completion of each deliverable.

The RECIPIENT agrees to conduct arthropod/mosquito control services as specified in the attached Scope of Work. In addition, the RECIPIENT must provide the following:

A. Submit each month to the Department on the current form indicated no later than thirty days after the end of the previous month:

1. "Mosquito Control Monthly Report - State Funds" (FDACS-13650, Rev. 09/23), and supporting documentation (i.e., receipts travel vouchers, invoices, purchase orders, expenditure reports, wage statements, account statements).

2. "Mosquito Control Monthly Report - Local Funds" (FDACS-13663, Rev. 09/23).

3. "Mosquito Control Monthly Report - Pesticide Activity" (FDACS-13652, Rev. 02/23).

B. Submit to the Department on the current form indicated **as needed**:

1. "Arthropod Control Budget Amendment" (FDACS-13613, Rev. 7/13) Budget amendments shall be prepared and submitted to the DEPARTMENT prior to over-expending funds in any account or expending funds in nonbudgeted accounts. Budget amendments must be explained by an accompanying request for approval of the changes to be made in the detailed budget. DEPARTMENT approval of the amendment(s) must be received before such expenditures are made.

2. Submit a copy to the DEPARTMENT of each financial reporting package containing non-state entities' financial statements, Schedule of State Financial Assistance, auditor's reports, management letter, auditee's written responses or corrective action plan, correspondence regarding follow-up taken to address any prior year deficiencies, and such other information determined by the Auditor General of the State of Florida to be necessary.

2.3 Financial Consequences. Failure to timely provide the deliverables of this AGREEMENT shall result in financial consequences. The RECIPIENT shall perform all deliverables within the time frame established in this AGREEMENT. The DEPARTMENT shall reduce payment as a financial consequence as follows:

A. If the RECIPIENT fails to timely provide one or more deliverables from the Scope of Work or Article 2.2 above, due on or before **AUGUST 30, 2027,** then in addition to any other available remedies the DEPARTMENT shall reduce payment by 5% of the corresponding quarter's payment.

B. The DEPARTMENT in its sole discretion may grant an extension of one or more deliverable deadlines upon prior written request from RECIPIENT and for good cause shown.

C. Absent a written extension of the deadline to provide the annual report, the Parties agree that the Recipient shall be liable for a financial consequence of $100 per calendar day until the annual audit report required in Article 11.2 is delivered.

ARTICLE 3: COMPENSATION & EXPENSES

3.1 The DEPARTMENT will pay the RECIPIENT as follows:

An amount not to exceed $**69,587.50** payable quarterly in accordance with Article 3.1.3, upon receipt of required reports submitted to the DEPARTMENT within the statutory deadlines.

3.1.1 The DEPARTMENT may make partial payments to the RECIPIENT upon partial delivery of services when a request for such partial payment is made by the RECIPIENT and approved by the DEPARTMENT.

3.1.2 State funds, supplies, and services shall be made available to RECIPIENT by and through the DEPARTMENT immediately upon release of funds by the Executive Office of the Governor. Following the determination of funds available, if necessary, the DEPARTMENT shall make an adjustment in amounts of money payable to RECIPIENT in the last three (3) quarters of the current fiscal year. RECIPIENT shall be notified of the amount payable to them and if necessary, shall amend amounts of state funds budgeted.

3.1.3 The following quarterly payment schedule shall apply to this AGREEMENT:

Contract Period	Quarterly Payment Month (approximate)
October – December	January
January – March	April
April – June	July
July – September	September

If this AGREEMENT is not executed in time for one or more of the quarterly payments to apply, payment will be made in accordance with the remaining quarterly payment schedule.

3.2 Expenses. All purchases of supplies, materials and equipment by RECIPIENT shall be made in accordance with the laws governing purchases by Boards of County Commissioners, except that districts with special laws relative to competitive bidding shall make purchases in accordance with Chapter 388, F.S., and Chapter 5E-13, Florida Administrative Code.

3.2.1 All funds, supplies, and services released to the RECIPIENT shall be used exclusively for an integrated program that provides a combination of mosquito control, source reduction measures, public education, personnel training and certification, mosquito population surveillance, larvicides, adulticides, equipment, and alerts as approved by the DEPARTMENT.

3.2.2 Justified and reasonable travel expenses which are directly and exclusively related to the services rendered under this AGREEMENT will be reimbursed in accordance with Section 112.061, F.S. Authorization for travel expenses must be identified in the Scope of Work and approved by the Department to be eligible for reimbursement.

3.3 Dispute Resolution. If a dispute over fees invoiced under this AGREEMENT arises, the parties shall work to resolve the dispute informally at first. Should the parties be unable to resolve the dispute informally, the DEPARTMENT and RECIPIENT shall participate in mandatory binding arbitration.

3.4 Contingency. In accordance with Section 287.0582, F.S., the DEPARTMENT's performance and obligation to pay under this AGREEMENT is contingent upon an annual appropriation by the Legislature. Payments under this AGREEMENT are further subject to the approval of the State Chief Financial Officer (Department of Financial Services).

ARTICLE 4: *Reserved*

ARTICLE 5: ACKNOWLEDGMENTS, REPRESENTATIONS, WARRANTIES AND COVENANTS

5.1 The Parties shall comply with all applicable local, state, and federal laws, rules, regulations, and policies, including but not limited to those specifically identified in this Agreement.

5.2 RECIPIENT acknowledges and agrees that the employment of unauthorized aliens by any person or entity is considered a violation of 8 U.S.C. § 1324a. If the RECIPIENT knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of this AGREEMENT. RECIPIENT avers that it is registered in the E-Verify system and further agrees to comply with the provisions of Section 448.095(2), F.S., during the term of the contract, including receiving and maintaining required affidavits from subcontractors.

5.3 RECIPIENT shall not discriminate on the basis of race, sex, religion, color, national origin, age or disability and shall comply with all applicable state and federal laws and regulations related thereto, including without limitation, the Americans with Disabilities Act (42 USC 12101 et. Seq.); Section 504 of the Rehabilitation Act of 1973 (29 USC 795); and the Age Discrimination Act of 1975 (42 USC 6101-6107).

5.4 RECIPIENT shall comply with Section 20.055(5), F.S.

ARTICLE 6: PUBLIC RECORDS

6.1 To the extent that RECIPIENT meets the definition of "Contractor" under Florida's Public Records Law, Section 119.0701, F.S., Recipient shall preserve, retain, and disclose as required all documents, including papers, letters, or any other record or materials prepared pursuant to this AGREEMENT, and otherwise fully comply with the requirements of Chapter 119. To that end, RECIPIENT must:

6.1.1 Retain all records made or received in conjunction with this Agreement for no less than five (5) years after the end of the Contract Period in Article 1.1.

6.1.2 Upon request from the DEPARTMENT's custodian of public records, provide the DEPARTMENT with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at no cost to the DEPARTMENT.

6.1.3 Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract period and following completion or termination of the contract if the RECIPIENT does not transfer the records to the DEPARTMENT.

6.1.4 Upon completion or termination of the contract, transfer, at no cost, to the DEPARTMENT all public records in possession of the RECIPIENT or keep and maintain public records required by the DEPARTMENT to perform the service. If the RECIPIENT transfers all public records to the DEPARTMENT upon completion or termination of the contract, the RECIPIENT shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the RECIPIENT keeps and maintains public records upon completion or termination of the contract, the RECIPIENT shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the DEPARTMENT, upon request from the DEPARTMENT's custodian of public records, in a format that is compatible with the information technology systems of the DEPARTMENT.

6.2 The DEPARTMENT shall have the right of unilateral cancellation for refusal by the RECIPIENT to allow public access to all documents, papers, letters or other material made or received by the RECIPIENT in conjunction with the contract, unless the records are exempt from s. 24(a) of Article I of the State Constitution and Section 119.07(1), F.S.

6.3 Nothing in this article shall be considered a waiver of the provisions of Section 119.0701, F.S.

ARTICLE 7: TERMINATION

7.1 For Convenience. The parties may terminate this AGREEMENT in whole or in part for its convenience by giving at least fifteen (15) days written notice by electronic or registered mail to the contract manager, specifying the effective date of termination.

7.2 For Cause. The DEPARTMENT may terminate this AGREEMENT for cause; provided, however, no right of default shall accrue until thirty (30) days after the defaulting party is notified in writing of the reason(s) for termination and has failed to cure or give adequate assurances of performance within the thirty (30) day period after notice of termination. If, after termination, it is determined that the RECIPIENT was not in default, or that the default was excusable or the termination for cause was in error, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of the DEPARTMENT pursuant to Article 7.1. The rights and remedies of the DEPARTMENT in this clause are in addition to any other rights and remedies provided by law or under this Contract.

7.2.1 For cause termination shall be defined as default, breach, or failure of the RECIPIENT to fulfill any of its obligations hereunder.

7.2.2 Opportunity to cure. Prior to the exercise of any remedy provided for herein, the DEPARTMENT shall provide thirty (30) calendar days written notice of default and shall provide the RECIPIENT the opportunity to cure such failure or default within said thirty (30) day period. Upon the failure or inability to cure, the DEPARTMENT shall have all rights and remedies provided at law or in equity, including without limitation the following: (1) temporarily withhold cash payments pending correction of the deficiency by the RECIPIENT; (2) disallow all or part of the cost of the services not in compliance; and/or (3) wholly or partly suspend or terminate this contract.

7.3 Obligations of parties upon termination.

7.3.1 The DEPARTMENT shall pay and/or reimburse RECIPIENT for services satisfactorily completed in accordance with the terms and conditions outlined herein, subject to any damages sustained by the DEPARTMENT. Upon the effective date of termination, the DEPARTMENT shall have no further obligation to make any payments, other than that which became due prior to the effective date of termination or during the notice period.

7.3.2 The RECIPIENT shall:

7.3.2.1 If the RECIPIENT decides to withdraw from participation in state matching funds under Chapter 388, F.S., prior to the end of the contract period, the RECIPIENT shall continue to submit the required reports until all funds received by the RECIPIENT as of the date of withdrawal are exhausted.

7.3.2.2 Stop all work, make no further changes to completed work, and place no further orders related to this AGREEMENT, except that which may be needed to wind-down the contract or may be directed by the DEPARTMENT during the notice period.

7.3.2.3 Furnish notice of termination to any and all immediate subcontractors, suppliers, licensors or partners that may be affected by this termination.

7.3.2.4 Take actions necessary, or that the DEPARTMENT may direct, for the protection and preservation of the work produced under this AGREEMENT.

7.3.2.5 Return and deliver to the DEPARTMENT its property and/or inventoried items in the possession of contractor and/or its employees or subcontractors.

7.3.2.6 Disclose, transfer, and assign to the DEPARTMENT all the rights, titles, and interests in licenses, copyrighted or patented work, as well as anything whatsoever constituting intellectual property produced within the subject matter and scope of this AGREEMENT.

7.3.2.7 Not be entitled to recover any cancellation charges or lost profits.

7.4 Force Majeure. If either party fails to fulfill its obligations hereunder, when such failure is due to an act of God, or other circumstances beyond its reasonable control, including but not limited to fire, flood, civil commotion, riot, war (declared and undeclared), revolution, or embargoes, then said failure shall be excused for the duration of such event and for such a time thereafter as is reasonable to enable the parties to resume performance under this AGREEMENT. Upon occurrence of a Force Majeure Event, the nonperforming party shall promptly notify the other party of occurrence of that Force Majeure Event, its effect on performance and its anticipated duration.

7.5 Notwithstanding the items listed above, the RECIPIENT shall not be relieved of liability to the DEPARTMENT for damages sustained by the DEPARTMENT by virtue of any termination, default or breach of this AGREEMENT by the RECIPIENT.

ARTICLE 8: FINANCIAL MATTERS

8.1 The RECIPIENT is hereby prohibited from expending any of the funds provided hereunder for the purpose of lobbying the Legislature, the judicial branch or a state agency.

8.2 The RECIPIENT shall maintain books, papers, records, and documents (Records) in accordance with generally accepted accounting principles to sufficiently and properly reflect all expenditures of funds provided by the Department under this Agreement.

8.3 The Recipient shall comply with all applicable requirements of Section 215.97, F.S., and audit requirements for awards of state funded financial assistance. If the Recipient is required to undergo an audit, Recipient shall promptly provide all related Records to the auditor.

8.4 State funds received by RECIPIENT shall be deposited in a separate depository account from local funds received. Disbursements shall be made on pre-numbered checks or warrants drawn on the separate depository account from the local funds. Local and state funds shall be deposited in banks designated as depositories of public funds in accordance with provisions of Section 658.60, F.S..

8.5 In the event that the RECIPIENT expends a total amount of state financial assistance equal to or in excess of $750,000 in its fiscal year, the RECIPIENT must have a state single or project-specific audit for such fiscal year in accordance with Section 215.97, F.S.; Rule Chapter 69I-5, F.A.C., State Financial Assistance; and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. In determining the state financial assistance expended in its fiscal year, the RECIPIENT shall consider all sources of state financial assistance, including state financial assistance received from this Department, other state agencies, and other nonstate entities. State financial assistance does not include federal direct or pass-through awards and resources received by a nonstate entity for federal program matching requirements.

8.6 Audits conducted pursuant to Section 215.97, F.S., shall be: performed annually and conducted by independent auditors in accordance with auditing standards as stated in Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.

8.7 Regardless of the amount of the state financial assistance, the provisions of Section 215.97, F.S., do not exempt the RECIPIENT from compliance with provisions of law relating to maintaining records concerning state financial assistance or allowing access and examination of those records by the DEPARTMENT, the Chief Financial Officer, or the Auditor General.

8.8 If the RECIPIENT expends less than $750,000 in state financial assistance in its fiscal year, an audit conducted in accordance with the provisions of Section 215.97, F.S., is not required. If however, the RECIPIENT elects to have an audit conducted in accordance with the provision of Section 215.97, F.S., the cost of the audit must be paid from RECIPIENT's resources other than that which is obtained from the DEPARTMENT.

8.9 The DEPARMENT shall provide to the RECIPIENT, information needed by the RECIPIENT to comply with the requirements of Section 215.97, F.S.

8.10 The DEPARTMENT, the Department of Financial Services, and the State's Auditor General shall have access to the RECIPIENT's Records and the RECIPIENT's independent auditor's working papers as necessary for complying with the requirements of Section 215.97, F.S. The RECIPIENT is required to maintain sufficient Records and supporting documents demonstrating its compliance with the terms of this AGREEMENT for a period of five years from the date the audit report is issued, and shall allow the DEPARTMENT or its designee, access to such Records upon request.

8.11 Section 215.97, F.S., does not limit the authority of the DEPARTMENT to conduct or arrange for the conduct of additional audits or evaluations of state financial assistance or limit the authority of any state agency Inspector General, the Auditor General, or any other state official.

8.12 RECIPIENT shall provide one copy of each financial reporting package prepared in accordance with the requirements of Section 215.97, F.S. The financial reporting package means financial statements, Schedule of State Financial Assistance, auditor's reports, management letter, auditee's written responses or corrective action plan, correspondence on follow-up of prior years' corrective actions taken, and such other information determined by the Auditor General to be necessary and consistent with the purposes of Section 215.97, F.S. Copies of the financial reporting package required by this AGREEMENT shall be submitted by or on behalf of the RECIPIENT directly to each of the following:

The Florida Department of Agriculture and Consumer Services
Division of Administration
509 Mayo Building

407 South Calhoun Street
Tallahassee, Florida 32399-0800

The Auditor General's Office at the following address:

State of Florida Auditor General
Room 401, Claude Pepper Building
111 West Madison Street
Tallahassee, Florida 32399-1450

8.13 Any reports, management letters, or other information required to be submitted to the DEPARTMENT pursuant to this AGREEMENT shall be submitted timely in accordance with F.S., and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.

8.14 RECIPIENT shall ensure expenditures of state financial assistance is in compliance with laws, rules, and regulations applicable to expenditures of state funds, including, but not limited to, the Reference Guide for State Expenditures.

8.15 The RECIPIENT agrees that any balances of unobligated cash that have been advanced or paid that are not authorized to be retained for direct program costs in a subsequent period must be refunded to the DEPARTMENT.

8.16 Any funds paid in excess of the amount to which the RECIPIENT is entitled under this AGREEMENT must be refunded to the DEPARTMENT.

ARTICLE 9: GENERAL PROVISIONS

9.1 Independent Contractor. The RECIPIENT, and any of its employees, agents, or assigns, are independent contractors and are not employees or agents of the DEPARTMENT.

9.2 The RECIPIENT shall not pledge the DEPARTMENT's credit or make the DEPARTMENT a guarantor of payment or surety for any contract, debt, obligation, judgment, lien, or any form of indebtedness.

9.3 Indemnification: Sovereign Entity. RECIPIENT warrants and represents that as a sovereign entity, it is self-insured. RECIPIENT assumes all risk of personal injury and property damage attributable to the negligent or intentional acts or omissions of RECIPIENT and the officers, employees, servants, and agents thereof while acting within the scope of their employment by the RECIPIENT. DEPARTMENT and RECIPIENT agree that nothing contained herein shall be construed or interpreted as a waiver of sovereign immunity beyond that provided in § 768.28, Florida Statutes.

9.4 Liability. The DEPARTMENT shall not assume any liability for the acts, omissions to act or negligence of the RECIPIENT, its agents, servants, and employees, nor shall the RECIPIENT disclaim its own negligence to the DEPARTMENT or any third party.

9.4.1 The RECIPIENT shall maintain, during the period of this AGREEMENT, liability insurance for the services to be rendered in accordance with industry standards as appropriate.

9.5 Amendments. Any changes must be mutually agreed upon and incorporated in written amendments to this AGREEMENT.

9.6 Entire Agreement. The instrument, including any attachments or exhibits, embodies the entire agreement of the Parties. This AGREEMENT supersedes all previous oral or written communications, representations, or agreements on this subject.

9.7 Applicable Law and Venue. This AGREEMENT shall be governed by the laws of the State of Florida with venue in Leon County, Florida.

9.8 Severability. In the event that any one or more of the provisions of this AGREEMENT shall be determined to be void or unenforceable by a court of competent jurisdiction, or by law, such determination will not render this AGREEMENT invalid or unenforceable and the remaining provisions hereof shall remain in full force or effect. In the event that any clause or requirement of this AGREEMENT is contradictory to, or conflicts with the requirements of Florida law, including, but not limited to requirements regarding contracts with Florida's governmental agencies, the offending clause or requirement shall be without force and effect and the requirements of the F.S. and rules promulgated thereunder on the same subject shall substitute for that clause or requirement and be binding on all parties to this contract.

9.9 Paragraph Headings. Paragraph headings contained in this AGREEMENT are for convenience or reference only. They shall not be deemed to modify, limit, define or describe in any respect the provisions of this AGREEMENT.

9.10 Compliance. RECIPIENT shall, at its sole cost and expense, comply with all requirements of all Municipal, County, State and Federal rules and regulations, statutes and/or ordinances now in force, or which hereafter come into force, pertaining to the duties and obligations arising from this AGREEMENT.

9.11 Subcontracting. RECIPIENT agrees that all services to be performed hereunder shall be performed solely by the RECIPIENT and may not be subcontracted for or assigned without the prior written consent of DEPARTMENT. Consent may be withheld by DEPARTMENT for any reason, or granted subject to RECIPIENT's compliance with one or more of the following: (1) RECIPIENT purchasing, at its sole expense, a payment bond in a form and amount that DEPARTMENT determines to be adequate to protect suppliers of labor and material; and (2) RECIPIENT disclosing information satisfactory to DEPARTMENT regarding each subcontractor to perform services hereunder, including a description of the subcontractor's organization, ability to provide applicable services, cost to perform applicable services, previous work experience, and relationship to the RECIPIENT.

9.12 Survival. The termination of this AGREEMENT (whether by expiration, completion, the exercise of a termination right hereunder), will not relieve either party of any obligation, nor impair the exercise of rights, accrued hereunder prior to such termination.

9.13 This AGREEMENT may be executed in counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument. Each person signing this AGREEMENT warrants that he or she is duly authorized to do so and to bind the respective party to the AGREEMENT.

9.14 The delay or failure by the DEPARTMENT to exercise or enforce any of its rights under this AGREEMENT shall not constitute or be deemed a waiver of the DEPARTMENT's right thereafter to enforce those rights, nor shall any single or partial exercise of any such right preclude any other or further exercise thereof or the exercise of any other right.

9.15 Administration of the Agreement.

The contract manager for the DEPARTMENT is **SHALINDA WOODS** and is located at **DIVISION OF AGRICULTURAL ENVIRONMENTAL SERVICES, 3125 CONNER BOULEVARD, SUITE E, TALLAHASSEE, FLORIDA 32399-1650, OFFICE NUMBER (850) 617-7933, EMAIL ADDRESS: SHALINDA.WOODS@FDACS.GOV.**

The contract manager for the RECIPIENT is **LEE DUKE, DIRECTOR** and is located at **107 EAST VIRGINIA AVE., BONIFAY, FL 32425.**

Substitution of a contract manager by any party after execution of this AGREEMENT shall not require a formal amendment of this AGREEMENT; however, the other contract manager shall be informed in writing within seven (7) business days of the substitution.

9.16 Notices. Any notice required or permitted under this AGREEMENT shall be in writing and shall be sent via email to the contract manager and sent by a nationally recognized courier service which provides written proof of delivery (e.g., UPS, Federal Express) or mailed by registered or certified mail, postage prepaid, return receipt requested, addressed, in either event, to the contract manager set forth in Section 9.14 with a copy to:

DEPARTMENT: Florida Department of Agriculture and Consumer Services, Office of General Counsel, The Mayo Building, Suite 520, 407 S. Calhoun Street, Tallahassee, FL 32399, Attn: General Counsel

RECIPIENT: **HOLMES COUNTY, 107 EAST VIRGINIA AVE., BONIFAY, FL 32425**

9.17 Tangible Property. All equipment purchased pursuant to Chapter 388, F.S., with state funds made available directly to RECIPIENT shall become the property of the RECIPIENT unless otherwise provided, and may be traded in on other equipment, or sold, when no longer needed by the RECIPIENT.

9.17.1 The DEPARTMENT, upon notifying RECIPIENT and obtaining its approval, is authorized to transfer equipment, materials, and personnel from one district to another in the event of an emergency brought about by an arthropod borne epidemic or other disaster requiring emergency control.

9.17.2 Surplus property shall be disposed of according to the provisions set forth in Section 274.05, Florida Statutes, with the following exceptions: Serviceable equipment no longer needed by RECIPIENT shall first be offered to any or all other counties or districts engaged in mosquito control at a price established by the board of commissioners owning the equipment. If no acceptable offer is received within two weeks, the equipment shall be offered to such other governmental units or private nonprofit agencies as provided in Section 274.05, F.S..

9.17.3 The alternative procedure for disposal of surplus property, as prescribed in Section 274.06, F.S., shall be followed if it has been determined no other county, district, governmental unit, or private nonprofit agency has need for the equipment. All proceeds from the sale of any real or tangible personal property owned by RECIPIENT shall be deposited in the county or district mosquito control state fund account unless otherwise specifically designated by the DEPARTMENT.

ARTICLE 10: *RESERVED*

ARTICLE 11: MANDATORY CERTIFICATIONS (Note: does not apply to individuals or private citizens).

11.1 ***RESERVED***

11.2 In the event that the Recipient receives fifty (50) percent or more of its budget from funding provided by the State of Florida, or a combination of funding from the State of Florida and the United States Government, or this Agreement results from the Recipient being named in statute as the required Recipient of a sole-source, public-private Agreement, then the Recipient shall provide an annual report to the Department due on or before June 30th.

11.2.1 An annual report shall be required for each year that this Agreement remains in existence. The report shall detail the total compensation of the Recipient's executive leadership team, to include salary, bonuses, cash-in leave, cash equivalents, severance pay, retirement benefits, deferred compensation, real property gifts, and any other payout. The annual report must also indicate what percent of compensation comes directly from State or Federal allocations, and the report shall contain the Recipient's IRS Form 990.

11.2.2 Recipient understands and agrees that it must provide Department written notice detailing any change in executive compensation in the intervening period between annual reports.

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IN WITNESS THEREOF, and in consideration of the mutual covenants set forth above and, in the attachments and exhibits, hereto, the parties have caused to be executed this AGREEMENT by the undersigned officials duly authorized:

FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES	RECIPIENT
Joey B. Hicks	
Signature	Signature
Director, Division of Administration	
Title	Title
9/21/2026	
Date	Date

HOLMES COUNTY
BOARD OF COUNTY COMMISSIONERS
107 E Virginia Ave, Bonifay, FL 32425
850-547-1119 office/850-547-4134 fax
www.holmescountyfl.org

David Corbin
Project Director

Nate Nolin
County Attorney

WILMER STAFFORD
District 1
WADE ELLENBURG
District 2
MITCH JOHNSON
District 3
EARL STAFFORD
District 4
CLINT ERICKSON
District 5

November 02, 2026

Mrs. Loria Phillips, Area Director
USDA Agriculture Department Marianna Service Center
2741 Pennsylvania Ave.
Marianna, FL 32448-4027

Re: PanCare of FL – Bonifay Healthcare Clinic Project

Dear Mrs. Phillips:

The Holmes County Board of County Commissioners is writing in support of the USDA Community Facilities funding application for the purchase and rehabilitation of the existing healthcare facility located in Bonifay, Florida.

We fully support the proposed healthcare clinic project and recognize the significant benefits it will provide to the community. The clinic will expand access to essential healthcare services, including dental care, and help meet the healthcare needs of local residents.

The proposed improvements have been reviewed and are consistent with all applicable local codes, land development regulations, and the current Comprehensive Plan for Holmes County, Florida.

Please contact our office if you have any questions or concerns.

Respectfully,

Earl Stafford
Chairman, Holmes County Board of County Commissioners

9/29/2026

To: Angie Purvee, Holmes County Clerk of the Court

From: Keith Bennett Holmes County Building Official

Subject: Office Rent

SEP 29 2026

Good afternoon, Angie

Because Holmes County is in difficult finical times and the building department has some additional funds in contingencies, I would like to propose that the building department will help offset some of the monthly rent for the office space we use.

The proposed amount would be $400 a month for the 2026-2027 fiscal year starting October 1st 2026

Thank you in advance,

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MEMORANDUM OF AGREEMENT
STATE OF FLORIDA
FLORIDA DEPARTMENT OF COMMERCE

THIS MEMORANDUM OF AGREEMENT ("MOA") is made and entered into by and between the State of Florida, Department of Commerce ("Commerce") and Holmes County, Florida ("County"). Commerce and the County are sometimes referred to herein individually as a "Party" and collectively as the "Parties".

I. Background and Purpose of MOA

A. The purpose of this MOA is to document the terms and conditions of the implementation of the Rural Area of Opportunity (RAO).

B. The Governor of Florida recognizes that successful rural communities are essential to the overall success of the State of Florida's economy and quality of life, yet many rural communities struggle to maintain, support or enhance job creation activities and to generate revenues for critical government services.

C. Florida's Legislature also recognizes that rural communities continue to face extraordinary challenges in their efforts to significantly improve their economies, and as such, section 288.0656, Florida Statutes (F.S.), establishes the Rural Economic Development Initiative (REDI) within Commerce and authorizes the participation of State and regional organizations in this initiative. Section 288.0656(7)(a), F.S., provides for the designation of up to three RAOs formerly Rural Areas of Critical Economic Concern (RACECs) under F.S., 1999-2013. RAOs include rural communities or a region composed of rural communities, including rural counties as identified in section 288.0656(2)(d) and (e), F.S., that have been adversely affected by extraordinary economic events, severe or chronic distress, a natural disaster, or an event that presents a unique economic development opportunity of regional impact.

D. Pursuant to section 288.0656(7), F.S., representatives of the State and regional agencies and organizations comprising the REDI met on **March 28, 2025**, and recommended the re-designation of the Northwest region composed of the counties of Calhoun, Franklin, Gadsden, Gulf, Holmes, Jackson, Liberty, Wakulla, and Washington; the area in Walton County north of the Choctawhatchee Bay and the Intracoastal Waterway; the area in Okaloosa County that is contiguous with Walton County, within the area east of State Road 85 and north of Interstate 10 and all unincorporated areas therein, including the City of Laurel Hill and the unincorporated areas of Auburn, Deerland, and Svea; and the area in Bay County that is contiguous with Calhoun, Jackson, and Washington Counties, within the

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area north of Scotts Ferry Road and east of Highway 231 and the area north of Highway 388 lying west of Highway 231 and east of Highway 79 are designated as a Rural Area of Opportunity. On **July 8, 2025**, Governor Ron DeSantis issued Executive Order Number **25-141**, which re-designated the Northwest RAO for another five-year term with an expiration date of **July 8, 2030.**

II. The Participating Community

A. Pursuant to section 288.0656(7)(b), F.S., and Executive Order Number **25-141**, RAO designation shall be contingent upon the execution of a MOA between the Parties. Section 288.0656(7)(b), F.S., requires this MOA to specify the terms and conditions of the designation, including, but not limited to, the duties and responsibilities of the County and any participating municipalities to take actions designed to facilitate the retention and expansion of existing businesses in the area, as well as the recruitment of new businesses to the area.

B. The County agrees that fulfillment of the following duties and responsibilities, as reasonably determined by REDI, is required for recommendation by REDI for continued designation as a RAO.

C. The County shall:

1. Designate a specific contact person from among County elected or appointed officials to serve as a point of contact in all matters and activities relating to the Northwest RAO;

2. Designate a specific person from a non-profit organization actively engaged in economic development within the County to serve as the single point of contact to represent and provide input on all economic development matters and activities relating to the Northwest RAO;

3. Include contact information for designees on Exhibit A, attached hereto (these designees may be the same designee to serve as the representative to other similar organizations). The County shall inform Commerce in writing by either mail or email of any changes to the specified persons within ten (10) business days of the change; and

4. Actively participate in the RAO regional economic development organization by attending meetings and taking part in regional economic development initiatives to help build knowledge and skillsets required to compete more effectively for job creation projects. Commerce strongly encourages the County's participation in initiatives sponsored by the regional organization such as national and regional marketing events, trade shows, regional

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branding, and training programs, and the development of a multi-year strategic plan.

III. Implementation and Duration

A. Pursuant to Executive Order Number **25-141**, the designation of the Northwest RAO affecting the counties of Calhoun, Franklin, Gadsden, Gulf, Holmes, Jackson, Liberty, Wakulla, and Washington; the area in Walton County north of the Choctawhatchee Bay and the Intracoastal Waterway; the area in Okaloosa County that is contiguous with Walton County, within the area east of State Road 85 and north of Interstate 10 and all unincorporated areas therein, including the City of Laurel Hill and the unincorporated areas of Auburn, Deerland, and Svea; and the area in Bay County that is contiguous with Calhoun, Jackson, and Washington Counties, within the area north of Scotts Ferry Road and east of Highway 231 and the area north of Highway 388 lying west of Highway 231 and east of Highway 79 shall be in effect for five years and will expire on **July 8, 2030**.

B. REDI may recommend the RAO designation and this MOA be terminated or continued based on performance under this MOA.

C. This MOA shall take effect immediately upon full and proper execution by all Parties, and supersedes and replaces any and all previous Rural Area of Critical Economic Concern and RAO agreement(s) between the Parties.

D. This MOA shall expire on **July 8, 2030,** unless terminated earlier.

E. Both Parties shall review this MOA annually. If revisions are needed, notification shall be given to both Parties in writing of the specific changes desired with the proposed amendment language and the reasons for the revisions. With the mutual consent of both Parties, the proposed changes shall become effective when both Parties have duly executed an amendment to this MOA.

F. The County may terminate this MOA at any time upon written notice to Commerce.

G. Designation as an RAO is, by statute and Executive Order, contingent upon execution of a MOA between the Parties. REDI shall recommend the RAO designation be terminated if this MOA is not duly executed, or if this MOA is terminated and another MOA is not timely and duly executed in its place.

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IV. EXECUTION

By affixing her or his signature herein below, each undersigned official represents and warrants that she or he has read the above MOA and the Exhibit A attached hereto and understands each section and paragraph.

IN WITNESS WHEREOF, and in consideration of the mutual covenants set forth above and, in the Attachments and Exhibits hereto, the Parties have caused to be executed this MOA by their undersigned officials duly authorized.

HOLMES COUNTY, FLORIDA	**FLORIDA DEPARTMENT OF COMMERCE**
By _____ Signature	**By** _____ Signature
Title **Earl Stafford Chairman**	**Title** _____
Date _____	**Date** _____

Approved as to form and legal sufficiency, subject only to full and proper execution by the Parties.

OFFICE OF GENERAL COUNSEL
FLORIDA DEPARTMENT OF COMMERCE

By: _____

Approved Date: _____

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EXHIBIT A – DESIGNATED CONTACTS
Holmes County, Florida

Contact Information for an Elected or Appointed Official

Name: _____

Address: _____

_____

Phone: _____

Fax: _____

Email: _____

Contact Information for One Person from
a Non-Profit Organization Engaged in Economic Development

Name: _____

Address: _____

_____

Phone: _____

Fax: _____

Email: _____

Please complete this page and return with the signed MOA. The County is required to inform Commerce of any changes to this information within ten (10) business days of a change.

David Corbin
Project Director

Nate Nolin
County Attorney

HOLMES COUNTY
BOARD OF COUNTY COMMISSIONERS
107 E Virginia Ave, Bonifay, FL 32425
850-547-1119 office/850-547-4134 fax
www.holmescountyfl.org

WILMER STAFFORD
District 1
WADE ELLENBURG
District 2
MITCH JOHNSON
District 3
EARL STAFFORD
District 4
CLINT ERICKSON
District 5

2027 Regular Session Board Meetings Schedule

Holmes County Board of County Commissioners Board Meetings are typically held on the first Tuesday of each month at 6:00 PM and on the third Tuesday of each month at 9:00 AM.

- **Please Note – Meeting dates and times may be changed at the Board's discretion.**

January 5, 2027	6:00 PM	July 6, 2027	6:00 PM
January 19, 2027	9:00 AM	July 20, 2027	9:00 AM
February 2, 2027	6:00 PM	August 3, 2027	6:00 PM
February 16, 2027	9:00 AM	August 17, 2027	9:00 AM
March 2, 2027	6:00 PM	September 7, 2027	6:00 PM
March 16, 2027	9:00 AM	September 21, 2027	9:00 AM
April 6, 2027	6:00 PM	October 5, 2027	6:00 PM
April 20, 2027	9:00 AM	October 19, 2027	9:00 AM
May 4, 2027	6:00 PM	November 2, 2027	6:00 PM
May 18, 2027	9:00 AM	November 16, 2027	9:00 AM
June 1, 2027	6:00 PM	December 7, 2027	6:00 PM
June 15, 2027	9:00 AM		

HOLMES COUNTY
Board of County Commissioners

Holiday Schedule 2027

Friday Thursday (Road Department)	January 1, 2027 December 31, 2026	New Year's Day
Monday	January 18, 2027	Martin Luther King, Jr. Day
Monday	February 15, 2027	President's Day
Friday Thursday (Road Department)	March 26, 2027 March 25, 2027	Good Friday
Monday	May 31, 2027	Memorial Day
Monday	July 5, 2027	Independence Day
Monday	September 6, 2027	Labor Day
Thursday	November 11, 2027	Veteran's Day
Thursday & Friday Wednesday & Thursday (Road Department)	November 25 & 26, 2027 November 24 & 25, 2027	Thanksgiving Holiday
Thursday & Friday Wednesday & Thursday (Road Department)	December 23 & 24, 2027 December 22 & 23, 2027	Christmas Holiday

*The County may declare other holidays as appropriate.

** * Per the Employee Handbook, Section 15.01 – Employees may take one (1) personal Holiday that must be used before October 1st of the 2026/2027 fiscal year.

LINE ITEM JUSTIFICATION
2026-27

PLANNING & ZONING

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXPLANATION OF EACH ITEM	REQUESTED BUDGET
01-048-515.3400	Contracted Services	Planning Services-$14,000 X 12=$168,000 Comp Plan/LDR Update = $10,000	178,000
01-048-515.4200	Postage	1 Rolls of Stamps-$58; Certified Mail-$200	0
01-048-515.4900	Misc, Advertising	Legal Advertising for Land Use Changes, etc.	1,200
01-048-515.5100	Office Supplies	Paper, Ink, Folders, etc	0
01-048-515.5200	Operating Supplies	Cables, Batteries for Recorder, Misc Supplies	0
		TOTAL	**179,200**

LINE ITEM JUSTIFICATION
2026-27

PLANNING (F/T EMPLOYEE)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXPLANATION OF EACH ITEM	REQUESTED BUDGET
	Salaries 27 Paychecks	Planning Official - $65,000 Salary Secretary - ???	65,000
	FICA	$65,000 x 7.65%	4,973
	Retirement	$65,000 x 13.59%	8,834
	Employee Insurance	1 employeesx $1,078.34 x 12	12,941
	Professional Services	Employee Physcial and Drug Test - $50	0
	Contracted Services		0
	Travel	Travel for Training Conferences	0
	Communication	Centurylink- Email	0
	Postage	Rolls of Stamps	0
	Utilities		0
	Rents, Leases	Copier Lease	0
	Repair & Maintenance	Truck Tires, Oil Change-Misc Eq Repair	0
	Printing	License Cards, Citation Book	0
	Misc, Advertising	Advertising, etc.	0
	Office Supplies	Copy Paper,Ink Cartridges,Envelopes, Pens	0
	Operating Supplies	Software - ?? Misc Supplies	0
	Gas, Oil	Fuel for truck	0
	Dues, Books,Memberships	Code Council Membership;Code Books	0
	Training	Training Conferences	0
	Capital Outlay, Equipment	Truck	0
		TOTAL	**91,748**