

**BOARD OF COUNTY COMMISSIONERS  
AGENDA REQUEST**

**Date of Meeting:** April 7, 2009

**Date Submitted:** March 25, 2009

**To:** Honorable Chairman and Members of the Board

**From:** Bud Parmer, Interim County Administrator  
Robert Presnell, Public Works Director

**Subject:** Approval of Letters of Intent to the Town of Greensboro, City of  
Gretna, and the Town of Havana

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**Statement of Issues:**

This agenda item seeks Board approval to authorize the Chairman to issue formal Letters of Intent to the Town of Greensboro, City of Gretna, and the Town of Havana.

**Background:**

On March 17<sup>th</sup>, 2009 the Gadsden County Board of County Commissioners approved the Immediate Needs Report and its associated recommendations as prepared by Preble-Rish, Inc. These recommendations included the allocation of Legislative Appropriation funding to the Town of Greensboro, the City of Gretna, and the Town of Havana.

**Analysis:**

These letters will act as a formal notification of the Boards intentions to the referenced communities. This will allow these communities to begin seeking additional funding as needed to complete the proposed projects. No funds will be disbursed in conjunction with these letters.

**Fiscal Impact:**

None

**Options:**

1. Authorize the Chairman to issue formal Letters of Intent.
2. Provide other direction.

**Recommendation:**

Option 1

**Attachments:**

1. Greensboro Letter
2. Gretna Letter
3. Havana Letter



**COMMISSIONERS:**

**EUGENE LAMB, JR.**

District 1

**DOUGLAS M. CROLEY**

District 2

**GENE MORGAN**

District 3

**BRENDA A. HOLT**

District 4

**SHERRIE TAYLOR**

District 5

**GADSDEN COUNTY**  
**Board of County Commissioners**  
**DEPARTMENT OF PUBLIC WORKS**

**BUD PARMER**

Interim County  
Administrator

**ROBERT PRESNELL**

Director

April 8, 2009

Honorable Mayor Nadine Smith  
City of Gretna  
14615 Main Street  
P.O. Drawer 220  
Gretna, FL 32332

**RE: Gretna/Greensboro Watermain Extension Funding**

Dear Mayor:

On March 17, 2009, the Gadsden County Board of County Commissioners voted to approve the Immediate Needs Report and its associated recommendations as provided by Preble-Rish, Inc. (PRI).

In that same meeting the Board also approved Task Order 2009-01, authorizing PRI to begin the surveying, design, permitting, and construction administration of the above referenced utility project.

It is the County's intention to provide funding towards this project as indicated in the report mentioned above, and it is our understanding that the City of Gretna will be responsible for any costs over and above the amount provided by the County.

Sincerely,

Eugene Lamb, Jr.  
Chairman, Gadsden County Board of County Commissioners

cc: Mr. Antonio Jefferson, City Manager, City of Gretna  
Mr. Robert Presnell, Public Works Director, Gadsden County  
Mr. Cliff Schnepf, Engineering Technician, Gadsden County  
Mr. Chris Forehand, P.E., Vice President, C.O.O, PRI  
Mr. Justin Ford, E.I., Project Engineer, PRI



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Administrator

**ROBERT PRESNELL**

Director

April 8, 2009

Honorable Mayor William K. Pitts  
Town of Greensboro  
P.O. Box 66  
Greensboro, FL 32330

**RE: 2009 CDBG Leverage Funding**

Dear Mayor:

On March 17, 2009, the Gadsden County Board of County Commissioners voted to approve the Immediate Needs Report and its associated recommendations as provided by Preble-Rish, Inc. (PRI).

The purpose of this letter is to inform you that recommendations included the designation of the State Legislative Appropriations (Grant No. LP6721) received in 2008 by the County to be used by the Town of Greensboro for leverage funds with their 2009 CDBG Application for \$250,000. This letter is also intended to serve as a commitment letter to be included with the application as submitted to the Department of Community Affairs. It is our understanding that our consultants, Preble-Rish, Inc., are assisting you with the CDBG application at no cost to the Town.

If you have any questions or comments, please contact Mr. Chris Forehand with Preble-Rish, Inc. at (850) 522-0644.

Sincerely,

Eugene Lamb, Jr.  
Chairman, Gadsden County Board of County Commissioners

cc: Mr. Max Fletcher, Town Manager, Town of Greensboro  
Mr. Robert Presnell, Public Works Director, Gadsden County  
Mr. Cliff Schnepf, Engineering Technician, Gadsden County  
Mr. Chris Forehand, P.E., Vice President, C.O.O, PRI  
Mr. Justin Ford, E.I., Project Engineer, PRI



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**DEPARTMENT OF PUBLIC WORKS**

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Interim County  
Administrator

**ROBERT PRESNELL**  
Director

March 24, 2009

Honorable Mayor T.J. Davis  
Town of Havana  
711 North Main Street  
Havana, FL 32333

**RE: Town of Havana-North Watermain Loop**

Dear Mayor:

On March 17, 2009, the Gadsden County Board of County Commissioners voted to approve the Immediate Needs Report and its associated recommendations as provided by Preble-Rish, Inc. (PRI).

The intent of this letter is to notify the Town of Havana that the County has designated \$75,000.00 of State Legislative appropriated funds (Grant No. LP6721) received in 2008 to be used in the design and construction of the above referenced project. Based on the bids received, if the full \$75,000.00 is not necessary to complete the project, the County will only fund the necessary amount. The remaining funds will be applied to other projects within the County. Additionally, if the Town receives Federally appropriated funds as identified by the Town Manager, then the County will not provide the \$75,000.00 to the Town. This money will be provided to the Town on a reimbursable basis only.

If you have any questions or concerns, please contact Mr. Chris Forehand with Preble-Rish, Inc. at (850) 522-0644.

Sincerely,

Eugene Lamb, Jr.  
Chairman, Gadsden County Board of County Commissioners

cc: Mr. Howard McKinnon, Town Manager, Town of Havana  
Mr. Robert Presnell, Public Works Director, Gadsden County  
Mr. Cliff Schnepf, Engineering Technician, Gadsden County  
Mr. Chris Forehand, P.E., Vice President, C.O.O, PRI  
Mr. Justin Ford, E.I., Project Engineer, PRI