FY25

RQ 90028
PD 11/06/25
CK 288464
VN 9568

PURCHASING POLICY EXCEPTION FORM

FROM:

DATE: 10/1/2025
DEPARTMENT: Housing and Supportive Services RQ250951 No PO #
VENDOR: YMCA of the Suncoast, Inc

DEPT DIRECTOR/
MGR SIGNATURE: [signature] DATE: 10/8/2025

✓ Request 1: $7092.90 8/15/25 for July 2025 ✓ Request 2: $22,435.47 9/15/25 for Aug 2025

Amount of Invoice: ~~$16,815.00~~ **Invoice Date:** ~~9/16/2025~~

The attached request for disbursement does not appear to be in compliance with County Purchasing Policy, for the following reason:

The PO Req was submitted on 7/23/2025. The request was put on hold by OMB for a Budget Amendment Approval. I was informed on 9/24/25, the PO Req needed to be resubmitted. It was resubmitted on the 24th and a Form 31 was uploaded to OnBase on 9/30/25 and procurement was advised. At which point I was advised the RQ would have to be reentered on 10/31/25. The request for payment did not arrive until 9/16/25, almost 2 mos after the PO was requested.

Please forward all documentation with this form attached, and letter of explanation, to the Chief Procurement Officer.

TO: CHIEF PROCUREMENT OFFICER
Please review, and upon approval, forward to County Administration.

[signature] Date: 10/16/25

Resolution: Approved. $29,528.37

To process this disbursement, the request must be approved by the County Administrator.

TO: COUNTY ADMINISTRATOR
Please review, and upon approval, forward to the Finance Department for processing.
APPROVED FOR PAYMENT:

COUNTY ADMINISTRATOR (or designee): [signature]
DATE: 10/21/25

APPROVED FOR PAYMENT:
FINANCE DIRECTOR/
ASST. FINANCE DIRECTOR APPROVED By Joshua Stringfellow at 11:44 am, Oct 23, 2025 Date:

form 20.purchpolexcep.3.17.14.doc 3/18/2014

RECEIVED
By Denise Flores at 4:31 pm, Oct 21, 2025

Hernando County

Board of County Commissioners

Regular Meeting

Minutes

July 8, 2025

CALL TO ORDER

The meeting was called to order at 9:00 a.m. on Tuesday, July 8, 2025, in the John Law Ayers County Commission Chambers, Government Center, Brooksville, Florida.

Attendee Name	Title
Brian Hawkins	Chairman
Jerry Campbell	Vice Chairman
John Allocco	Second Vice Chairman
Ryan Amsler	Commissioner
Steve Champion	Commissioner
Toni Brady	Deputy County Administrator
Carla Burrmann	Aquatic Services Manager
Todd Crosby	Acting Public Works Director
Omar DePablo	Development Services Director
Scott Harper	Solid Waste Services Manager
Paul Hasenmeier	Public Safety Director/Fire Chief
Jon Jouben	County Attorney
Steve Miller	Airport Operations Manager
Gordon Onderdonk	Utilities Director
Veda Ramirez	Housing and Supportive Services Director
Jeffrey Rogers	County Administrator
Melissa Tartaglia	Assistant County Attorney
Heidi Prouse	Deputy Clerk

Invocation

Pledge of Allegiance

AGENDA

Motion
To approve the Agenda with changes.

(Note: Item Nos. F-12 [Ratification of Airport Grant Application With Federal Aviation Administration for Taxiway D and A1 Improvement Project at Brooksville-Tampa Bay Regional Airport] and M-3 [Review and Discussion of Interlocal Agreement for Fire Protection With City of Brooksville] were added to the Agenda.)

Reimbursement to Tampa General Hospital for Overpayment of Payment In Lieu of Taxes (PILOT) Payment Due to Non-profit Status

Resolution Amending Non-Ad Valorem Assessment Rates of Municipal Service Benefit Unit for Fire Rescue Services

Satisfactions of Interim Disposal Special Assessment Liens for Amie Casey and Rosie Rivera

Transmittal of List of Accounts Payable Disbursements for Weeks Ended June 6, 2025, and June 13, 2025

Ratification of Airport Grant Application With Federal Aviation Administration for Taxiway D and A1 Improvement Project at Brooksville-Tampa Bay Regional Airport

This item was added during Approval of the Agenda.

Motion
To approve Consent Item Nos. F-1 to F-3 and F-6 to F-12 (Resolution No. 2025-120).

RESULT:	**ADOPTED**
MOVER:	Steve Champion
SECONDER:	John Allocco
AYES:	Hawkins, Campbell, Allocco, Amsler and Champion

Various Community Development Block Grant Program Funding Agreements to Nonprofit Organizations

Motion
To approve Consent Agenda Item No. F-4 for The Arc Nature Coast and YMCA of the Suncoast for the Community Block Grant.

RESULT:	**ADOPTED**
MOVER:	John Allocco
SECONDER:	Steve Champion
AYES:	Hawkins, Campbell, Allocco, Amsler and Champion

T-Hangar Lease Agreement With Al Nienhuis for Dome Hangar No. 5 at Brooksville-Tampa Bay Regional Airport

Motion
To approve Consent Agenda Item No. F-5.

Hernando County

Board of County Commissioners

John Law Ayers Commission Chambers, Room 160
20 North Main Street, Brooksville, FL 34601

Regular Meeting

Agenda

Tuesday, July 8, 2025 - 9:00 A.M.

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT, PERSONS WITH DISABILITIES NEEDING A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT JAN HOUSER, HERNANDO COUNTY HUMAN RESOURCES DEPARTMENT, 15470 FLIGHT PATH DRIVE, BROOKSVILLE, FLORIDA 34604, (352) 754-4013. IF HEARING IMPAIRED, PLEASE CALL 1-800-676-3777.

If a person decides to appeal any quasi-judicial decision made by the Hernando County Board of County Commissioners with respect to any matter considered at such hearing or meeting, he or she will need a record of the proceeding, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based.

PLEASE NOTE THAT THIS MEETING HAS A START TIME OF 9:00 A.M., AND ALL ITEMS CAN BE HEARD ANYTIME THEREAFTER.

UPCOMING MEETINGS:

The Board of County Commissioners' has scheduled to hold a budget workshop on Thursday, July 10, 2025, beginning at 9:00 A.M., in the John Law Ayers Commission Chambers, Room 160.

The Board of County Commissioners' next regular meeting is scheduled for Tuesday, July 22, 2025, beginning at 9:00 A.M., in the John Law Ayers County Commission Chambers, Room 160.

A. CALL TO ORDER

1. Invocation
2. Pledge of Allegiance

B. APPROVAL OF AGENDA (Limited to Board and Staff)

C. ELECTED OFFICIALS

D. CITIZENS' COMMENTS

E. BOARD/STAFF RESPONSES

F. CONSENT AGENDA

AGREEMENT/GRANT

1. **16097** Amendment to Grant Agreement With The Florida Department of Commerce for the Veterans Monument Project
2. **16030** Request Submitted by Library Services to Apply for Flight Path Project Funding With HHMI Tangled Bank Studios and STAR Net
3. **16044** Tourist Development Council Special Events Marketing Grant Award to Promote Florida's Adventure Coast Events for FY 2025
4. **15912** Various Community Development Block Grant Program Funding Agreements to Nonprofit Organizations

AVIATION

5. **16026** T-Hangar Lease Agreement With Al Nienhuis for Dome Hangar No. 5 at Brooksville-Tampa Bay Regional Airport

MISCELLANEOUS

6. **16067** Approval of Minutes for Strategic Plan Meeting of June 18, 2025
7. **16013** Reimbursement to Property Owner for Overpayment of Municipal Service Benefit Unit Non-Ad Valorem Assessment for 2024
8. **16055** Reimbursement to Tampa General Hospital for Overpayment of Payment In Lieu of Taxes (PILOT) Payment Due to Non-profit Status
9. **16088** Resolution Amending Non-Ad Valorem Assessment Rates of Municipal Service Benefit Unit for Fire Rescue Services
10. **16022** Satisfactions of Interim Disposal Special Assessment Liens for Amie Casey and Rosie Rivera
11. **16001** Transmittal of List of Accounts Payable Disbursements for Weeks Ended June 6, 2025, and June 13, 2025

G. CORRESPONDENCE TO NOTE

1. **16040** Transmittal of FY 2025-26 Proposed Annual Operating Budget for Spring Ridge Community Development District
2. **16056** Transmittal of FY 2025-26 Proposed Budget for Somerset Bay Community Development District
3. **16057** Transmittal of FY 2026 Proposed Annual Operating Budget for Southern Hills Plantation II Community Development District

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FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

REQUEST FOR PAYMENT

AGENCY NAME: YMCA of the Suncoast, Inc.

PROJECT NAME: Active Senior Summer at the Y FY: 2024- 2025

BOCC DOC #: 15912

FOR THE MONTH OF: July 2025 REQUEST NO: 1

FINANCIAL STATUS REPORT:

BUDGET CATEGORIES	TOTAL APPROVED BUDGET	EXPENDITURES			REMAINING BALANCE
		Previous Requests:	AMOUNT OF THIS REQUEST:	Payment Requests to Date:	
Personnel Expenses	$8,801	$0	$3,530.50	0	$5,270.50
Program Delivery	$30,980	$0	$3,562.40	0	$27,417.60
TOTAL	$39,781	$0	$7,092.90	0	$32,688.10

I certify that the goods and/or services covered by this request have been provided to Hernando County in accordance with the terms and conditions of the contracts and are documented by the attachment(s).

Stephanie Zaragoza
AUTHORIZED SIGNATURE

8/15/25
DATE

Please attach documentation substantiating expenditures.

FOR COUNTY USE ONLY

FISCAL _____ PROGRAMMATIC _____

AUTHORIZED SIGNATURE AUTHORIZED SIGNATURE

REQUEST FOR PAYMENT

AGENCY NAME: YMCA of the Suncoast, Inc.

PROJECT NAME: Active Senior Summer at the Y **FY:** 2024- 2025

BOCC DOC #: 15912

FOR THE MONTH OF: July 2025 **REQUEST NO:** 1

FINANCIAL STATUS REPORT:

BUDGET CATEGORIES	TOTAL APPROVED BUDGET	EXPENDITURES			REMAINING BALANCE
		Previous Requests:	AMOUNT OF THIS REQUEST:	Payment Requests to Date:	
Personnel Expenses	$8,801	$0	$3,530.50	0	$5,270.50
Program Delivery	$30,980	$0	$3,562.40	0	$27,417.60
TOTAL	$39,781	$0	$7,092.90	0	$32,688.10

I certify that the goods and/or services covered by this request have been provided to Hernando County in accordance with the terms and conditions of the contracts and are documented by the attachment(s).

Stephanie Zaragoza
AUTHORIZED SIGNATURE

8/15/25
DATE

Please attach documentation substantiating expenditures.

FOR COUNTY USE ONLY

FISCAL _____
AUTHORIZED SIGNATURE

PROGRAMMATIC _____
AUTHORIZED SIGNATURE

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EXHIBIT B

REQUEST FOR PAYMENT

AGENCY NAME: YMCA of the Suncoast, Inc.

PROJECT NAME: Active Senior Summer at the Y **FY:** 2024-2025

BOCC DOC# 15912

FOR THE MONTH OF: AUGUST 2025 **REQUEST NO:** 2

FINANCIAL STATUS REPORT:

BUDGET CATEGORIES	TOTAL APPROVED BUDGET	EXPENDITURES PREVIOUS REQUESTS:	EXPENDITURES AMT OF THIS REQUEST:	PAYMENT REQUESTS TO DATE:	REMAINING BALANCE
Personnel Expenses	$8,801	$3,530.50	$2,416.30	$5,946.80	$2,854.20
Program Delivery	$30,980	$3,562.40	$20,019.17	$23,581.57	$7,398.43
TOTAL	$39,781	$7,092.90	$22,435.47	$29,528.37	$10,252.63

I certify that the goods and/or services covered by this request have been provided to Hernando County in accordance with the terms and conditions of the contracts and are documented by the attachment(s).

Shantine Clark 9/15/25

AUTHORIZED SIGNATURE **DATE**

Please attach documentation substantiating expenditures.

EXHIBIT B

REQUEST FOR PAYMENT

AGENCY NAME: YMCA of the Suncoast, Inc.

PROJECT NAME: Active Senior Summer at the Y **FY:** 2024-2025

BOCC DOC# 15912

FOR THE MONTH OF: AUGUST 2025 **REQUEST NO:** 2

FINANCIAL STATUS REPORT:

BUDGET CATEGORIES	TOTAL APPROVED BUDGET	EXPENDITURES PREVIOUS REQUESTS:	EXPENDITURES AMT OF THIS REQUEST:	PAYMENT REQUESTS TO DATE:	REMAINING BALANCE
Personnel Expenses	$8,801	$3,530.50	$2,416.30	$5,946.80	$2,854.20
Program Delivery	$30,980	$3,562.40	$20,019.17	$23,581.57	$7,398.43
TOTAL	**$39,781**	**$7,092.90**	**$22,435.47**	**$29,528.37**	**$10,252.63**

I certify that the goods and/or services covered by this request have been provided to Hernando County in accordance with the terms and conditions of the contracts and are documented by the attachment(s).

Charlene Clark 9/15/25

AUTHORIZED SIGNATURE **DATE**

Please attach documentation substantiating expenditures.