

**Santa Rosa County
School District**



"A Tradition of Excellence"

Joseph B. Harrell
Assistant Superintendent for Administrative Services
6544 Firehouse Road, Milton, Florida 32570-3411

Phone: 850/983-5123

Fax: 850/983-5115

E-mail: HarrelJ@mail.santarosa.k12.fl.us

January 3, 2013

Mr. Tim Wyrosdick
Superintendent of Schools
SCHOOL DISTRICT OF SANTA ROSA COUNTY
5086 Canal Street
Milton, FL 32570

RE: AUTHORIZED AGENT FOR FEDERAL AND STATE ASSISTANCE
FOR DISASTER #4084 HURRICANE ISAAC

Dear Superintendent Wyrosdick:

I am requesting that the School Board appoint myself as the authorized agent and M. Susan McCole as the alternate agent responsible for signing all official documentation (signature authority) sent to the Department of Community Affairs dealing with disaster relief funding agreements for Federal and State Assistance for Disaster #4084, Hurricane Isaac. This would include, but not be limited to: funding agreement, request for payment, time extension requests, certification of project listings, etc. As the delegated signature authority, I would also be responsible for and authorized to provide documentation for final inspection and audit.

Please feel free to contact me if you have any questions concerning this request. I will also be in attendance at the board meeting to address any questions or concerns.

Sincerely,

Joseph B. Harrell
Assistant Superintendent for Administrative Services

jln

cc: Ms. M. Susan McCole, Assistant Superintendent for Finance

DISTRICT 1
Diane Scott

DISTRICT 2
E. Hugh Winkles

DISTRICT 3
Diane Coleman

DISTRICT 4
JoAnn J. Simpson

DISTRICT 5
Scott Peden