

BOARD OF COUNTY COMMISSIONERS LEON COUNTY, FLORIDA

AGENDA

REGULAR MEETING

**Tuesday, April 8, 2014
3:00 P.M.**

County Commission Chambers
Leon County Courthouse
301 South Monroe Street
Tallahassee, FL

COUNTY COMMISSIONERS

Kristin Dozier, Chairman
District 5

Bill Proctor
District 1

Jane Sauls
District 2

John Dailey
District 3



Mary Ann Lindley, Vice Chair
At-Large

Bryan Desloge
District 4

Nick Maddox
At-Large

Vincent S. Long
County Administrator

Herbert W. A. Thiele
County Attorney

The Leon County Commission meets the second and fourth Tuesday of each month. Regularly scheduled meetings are held at 3:00 p.m. The meetings are televised on Comcast Channel 16. A tentative schedule of meetings and workshops is attached to this agenda as a "Public Notice." Selected agenda items are available on the Leon County Home Page at: www.leoncountyfl.gov. Minutes of County Commission meetings are the responsibility of the Clerk of Courts and may be found on the Clerk's Home Page at www.clerk.leon.fl.us

Please be advised that if a person decides to appeal any decision made by the Board of County Commissioners with respect to any matter considered at this meeting or hearing, such person will need a record of these proceedings, and for this purpose, such person 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. The County does not provide or prepare such record (Sec. 286.0105, F.S.).

In accordance with Section 286.26, Florida Statutes, persons needing a special accommodation to participate in this proceeding should contact Community & Media Relations, 606-5300, or Facilities Management, 606-5000, by written or oral request at least 48 hours prior to the proceeding. 7-1-1 (TDD and Voice), via Florida Relay Service.

Board of County Commissioners
Leon County, Florida
Agenda
Regular Public Meeting
Tuesday, April 8, 2014, 3:00 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

Vice-Chairman Mary Ann Lindley

AWARDS AND PRESENTATIONS

- Proclamation Recognizing Jimbo Jackson, Principal at Fort Braden School, as the Tallahassee Democrat Person of the Year
(Commissioner Jane Sauls)
- Proclamation Recognizing Amber Dozier, a Member of the Fort Braden Community, for her Outstanding Academic and Athletic Achievements
(Commissioner Jane Sauls)
- Proclamation Designating April 2014 as Leon County Volunteer Month
(Chairman Kristin Dozier)
- Presentation on the Lake Jackson FLEX Route
(Ivan Maldonado, Director, Star Metro)
- Presentation "Update on the Capital Cascades Concert Series"
(Lee Daniel, Director, Tourism Development)

CONSENT

1. Acceptance of the Minutes: February 11, 2014 Workshop on Cultural Plan Review Committee's Final Report and Recommendations; February 11, 2014 Workshop on Sales Tax Committee's Final Report and Recommendations; February 11, 2014 Regular Meeting; February 25, 2014 Workshop on Fire Safety Infrastructure Needs in Unincorporated Leon County; February 25, 2014 Joint City/County Workshop on Cycle 2014-1 Comprehensive Plan Amendments; February 25, 2014 Regular Meeting; and, March 11, 2014 Regular Meeting
(Clerk of the Courts/Finance/Board Secretary)
2. Adoption of Revisions to Leon County Personnel Policies and Procedures
(County Administrator/Human Resources)
3. Ratification of Commissioners' Appointments to the Contractors Licensing and Examination Board, Minority Women and Small Business Enterprise Committee, and Science Advisory Committee
(County Administrator/County Administration/Agenda Coordinator)
4. Acceptance of a "Communities for a Lifetime" Grant from the Florida Department of Elder Affairs
(County Administrator/Financial Stewardship/Grants)

5. Approval of Payment of Bills and Vouchers Submitted for April 8, 2014 and Pre-Approval of Payment of Bills and Vouchers for the Period of April 9 through April 21, 2014
(County Administrator/Financial Stewardship/Office of Management & Budget)
6. Ratification of Board Actions Taken at the February 25, 2014 Workshop on Fire Safety Infrastructure Needs in Unincorporated Leon County
(County Administrator/Public Services/Emergency Medical Services/DSEM)
7. Adoption of Proposed Revised Policies: Policy No. 98-11, "Eligibility for Library Cards;" Policy 98-12, "Loan of Library Materials;" Policy 98-14, "Overdue Library Materials;" and, Policy No. 98-15, "Library Patron Rights and Responsibilities"
(County Administrator/Public Services/Libraries)
8. Acceptance of Maintenance Agreement and Surety Device for Kingsmill Subdivision
(County Administrator/Public Works & Community Development/Public Works/Engineering)
9. Acceptance of Deed from Centerville Trace Homeowners Association, Inc. to Leon County, Conveying Two Parcels of Property, for Recording in the Public Records
(County Administrator/Public Works & Community Development/Public Works/Engineering)
10. Authorization to Submit Applications for U.S. Department of Transportation's National Infrastructure Investments Grant (TIGER VI)
(County Administrator/County Administration)

Status Reports: *(These items are included under Consent.)*

11. Acceptance of the 2014 Development Agreement Annual Report
(County Administrator/Public Works & Community Development/Development Services)
12. Acceptance of Status Report on Bus Service in the Buck Lake/Mahan Drive/Miccosukee Area
(County Administrator/Economic Development and Business Partnerships)

CONSENT ITEMS PULLED FOR DISCUSSION

CITIZENS TO BE HEARD ON NON-AGENDAED ITEMS

3-minute limit per speaker; there will not be any discussion by the Commission

GENERAL BUSINESS

13. Approval to Advance the Board's Direction on Projects Relating to the One Cent of Tourist Development Taxes, Currently Dedicated to the Performing Arts Center, for Consideration by the Community Redevelopment Agency
(County Administrator/Economic Development & Business Partnerships/Tourism Development)
14. Consideration of Request to Name Bridge on Natural Bridge Road "Jim French" Bridge
(County Administrator/County Administration)

15. Consideration of the Voluntary Annexation Proposal from Kingsmill, LLC to Annex Property Located on the Southeast Corner of the Intersection of Kimmer Rowe Drive and Thomasville Road
(County Administrator/ Public Works & Community Development/DSEM/Development Services)
16. Approval of Agreement Awarding Bid to Advon Corporation in the Amount of \$1,319,940 for the Leon County Jail Renovations
(County Administrator/Public Works & Community Development/Facilities Management)
17. Consideration of Reorganization of the Leon County Research and Development Authority Board
(County Attorney)
18. Consideration of Full Board Appointment of a Commissioner to the Juvenile Justice Circuit Advisory Board
(County Administrator/County Administration/Agenda Coordinator)

SCHEDULED PUBLIC HEARINGS, 6:00 P.M.

19. Joint City/County Transmittal Public Hearing on Cycle 2014-1 Comprehensive Plan Amendments
(County Administrator/Public Works & Community Development/PLACE/Planning)
20. First and Only Quasi-Judicial Public Hearing on a Proposed Ordinance Amending the Official Zoning Map to Change the Zoning Classification from the Residential Acre (RA) Zoning District to the Rural (R) Zoning District
(County Administrator/Public Works & Community Development/PLACE/Planning)

CITIZENS TO BE HEARD ON NON-AGENDAED ITEMS

3-minute limit per speaker; Commission may discuss issues that are brought forth by speakers.

COMMENTS/DISCUSSION ITEMS

Items from the County Attorney

Items from the County Administrator

Discussion Items by Commissioners

RECEIPT AND FILE

ADJOURN

*The next Regular Board of County Commissioners Meeting is scheduled for
Tuesday, April 22, 2014 at 300 p.m.*

All lobbyists appearing before the Board must pay a \$25 annual registration fee. For registration forms and/or additional information, please see the Board Secretary or visit the County website at www.leoncountyfl.gov

2014

JANUARY

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PUBLIC NOTICE
2014 Tentative Schedule

All Workshops, Meetings, and Public Hearings are subject to change

All sessions are held in the Commission Chambers, 5th Floor, Leon County Courthouse unless otherwise indicated. Workshops are scheduled as needed on Tuesdays from 12:00 to 3:00 p.m.

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
April 2014	Thursday 3	8:30 a.m. – 5:00 p.m.	<i>NACo Community Dialogue to Improve Health <u>Health Department – 872 Orange Avenue</u></i>
	<u>Tuesday 8</u>	<u>1:30 p.m.</u>	<u>Welcome Reception for Incoming Florida A & M University President, Elmira Mangum</u>
		3:00 p.m.	Regular Meeting
		<u>6:00 p.m.</u>	Joint City/County Transmittal Public Hearing on Cycle 2014-1 Comprehensive Plan Amendments
			<u>First and Only Quasi-Judicial Public Hearing on a Proposed Ordinance Amending the Official Zoning Map to Change the Zoning Classification from the Residential Acre (RA) Zoning District to the Rural (R) Zoning District</u>
	<u>Monday 14</u>	9:00 a.m. – <u>2:00 p.m.</u>	Capital Region Transportation Planning Agency (CRTPA) Retreat; <i>Airport Boeing Room (2nd Floor)</i>
	Thursday 17 – Friday 18	<i>FAC Advanced County Commissioner Workshop</i>	<i>Seminar 3 of 3: UF Hilton, Gainesville; Alachua County</i>
	<u>Tuesday 22</u>	<u>12:00 p.m.</u>	<u>Special Intergovernmental (IA) Meeting County Commission Chambers</u>
		3:00 p.m.	Regular Meeting
	Thursday 24	9:30 a.m.	Community Redevelopment Agency (CRA) City Commission Chambers
May 2014	Tuesday 13	1:30 – 3:00 p.m.	Workshop on Primary Healthcare
		3:00 p.m.	Regular Meeting
	Monday 19	1:00 p.m.	Capital Region Transportation Planning Agency (CRTPA); City Commission Chambers
	<u>Monday 26</u>	<u>Offices Closed</u>	<u>MEMORIAL DAY</u>
	Tuesday 27	9:00 a.m. – 12:00 p.m.	FY 2014/2015 Budget Workshop
		3:00 p.m.	Regular Meeting
		6:00 p.m.	Joint City/County Adoption Public Hearing on Cycle 2014-1 Comprehensive Plan Amendments
	Thursday 29	9:30 a.m.	Community Redevelopment Agency (CRA) City Commission Chambers

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
June 2014	Tuesday 10	3:00 p.m.	Regular Meeting
	<u>Monday 16</u>	1:00 p.m.	Capital Region Transportation Planning Agency (CRTPA); City Commission Chambers
		3:00 – 5:00 p.m.	Intergovernmental Agency (IA) City Commission Chambers <i>Rescheduled for Monday, June 30, 2014</i>
	<i>Tuesday 17- Friday 20</i>	<i>FAC Annual Conference</i>	<i>Hilton Bonnet Creek Orange County</i>
	Tuesday 24	3:00 p.m.	Regular Meeting
	Thursday 26	9:30 a.m.	Community Redevelopment Agency (CRA) City Commission Chambers
	<u>Monday 30</u>	<u>3:00 – 5:00 p.m.</u>	<u>Intergovernmental Agency (IA) City Commission Chambers</u>
July 2014			
	Friday 4	Offices Closed	JULY 4TH HOLIDAY
	Tuesday 8	9:00 a.m. – 3:00 p.m.	FY 2014/15 Budget Workshop
		3:00 p.m.	Regular Meeting
	Wednesday 9	9:00 a.m. – 3:00 p.m.	FY 2014/15 Budget Workshop, <i>if necessary</i>
	Thursday 10	9:30 a.m.	CRA Meeting; City Commission Chambers
	<i>Friday 11– Monday 14</i>	<i>NACo Annual Conference</i>	<i>Morial Convention Center Orleans Parish/New Orleans, Louisiana</i>
	Tuesday 22	No Meeting	BOARD RECESS
	<i>TBD</i>	<i>National Urban League Annual Conference</i>	<i>Cincinnati, Ohio</i>
August 2014			
	<i>Friday 8 – Sunday 10</i>	<i>Chamber of Commerce Annual Conference</i>	<i>Omni Amelia Island Plantation</i>
	Tuesday 12	No Meeting	BOARD RECESS
	Tuesday 26	No Meeting	Regular Meeting <i>Canceled; Scheduled for September 2, 2014</i>

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
September 2014	Monday 1	Offices Closed	LABOR DAY HOLIDAY
	Tuesday 2	3:00 p.m.	Regular Meeting
	<i>Sunday 14– Wednesday 17</i>	<i>ICMA Annual Conference</i>	<i>Charlotte/Mecklenburg North Carolina</i>
	Monday 15	1:00 p.m.	CRTPA Meeting; City Commission Chambers
		5:00 – 8:00 p.m. 5:30 p.m.	Intergovernmental Agency (IA) Meeting FY 2015 Budget Public Hearing City Commission Chambers
	Tuesday 16	6:00 p.m.	First Public Hearing Regarding Tentative Millage Rates and Tentative Budgets for FY 2014/2015 *
	<i>Wednesday 17– Friday 19</i>	<i>FAC Policy Committee Conference and County Commissioner Workshops</i>	<i>Sandestin Beach Resort Walton County</i>
	<i>Wednesday 17– Saturday 20</i>	<i>Congressional Black Caucus Annual Legislative Conference</i>	<i>Washington, D.C.</i>
	Thursday 18	4:00 p.m.	CRA Meeting; City Commission Chambers
	Tuesday 23	3:00 p.m.	Regular Meeting
		6:00 p.m.	Second Public Hearing on Adoption of Millage Rates and Budgets for FY 2014/2015*
October 2014	TBD	<i>FAC Advanced County Commissioner Program</i>	<i>Part 1 of 3 UF Hilton, Gainesville; Alachua County</i>
	Tuesday 14	3:00 p.m.	Regular Meeting
	Monday 20	9:00 a.m. – 1:00 p.m.	CRTPA Retreat (<i>Location TBD</i>)
	Thursday 23	9:30 a.m.	CRA Meeting; City Commission Chambers
	Tuesday 28	3:00 p.m.	Regular Meeting
November 2014	Monday 11	Offices Closed	VETERAN’S DAY OBSERVED
	Monday 17	1:00 p.m.	Capital Region Transportation Planning Agency (CRTPA); City Commission Chambers
	Tuesday 18	3:00 p.m.	Installation of Newly-Elected Commissioners Reorganization of the Board Regular Meeting
	Thursday 20	9:30 a.m.	Community Redevelopment Agency (CRA) City Commission Chambers
	Thursday 27	Offices Closed	THANKSGIVING DAY
	Friday 28	Offices Closed	FRIDAY AFTER THANKSGIVING DAY

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
December 2014	<i>Wednesday – 3 Friday 5</i>	<i>FAC Legislative Conference</i>	<i>Sawgrass Marriot St. John’s County</i>
	<i>Wednesday 3</i>	<i>New Commissioner Workshop</i>	<i>Sawgrass Marriot St. John’s County</i>
	<i>Friday 5</i>	<i>FAC Workshop</i>	<i>Sawgrass Marriot St. John’s County</i>
	Monday 8	9:00 a.m. – 4:00 p.m.	Board Retreat
	Tuesday 9	3:00 p.m.	Regular Meeting
	Thursday 11	9:30 a.m.	Community Redevelopment Agency (CRA) City Commission Chambers
	Tuesday 23	No Meeting	BOARD RECESS
	Thursday 25	Offices Closed	CHRISTMAS DAY
	Friday 26	Offices Closed	FRIDAY AFTER CHRISTMAS DAY
January 2015	Thursday 1	Offices Closed	NEW YEAR’S DAY

Citizen Committees, Boards, and Authorities **2014 Expirations and Vacancies**

www.leoncountyfl.gov/committees/expire.asp

VACANCIES

Affordable Housing Advisory Committee

Board of County Commissioners (3 appointments)

A member who represents employers within the jurisdiction

A member who is actively engaged in the banking or mortgage banking industry in connection with affordable housing

A member who represents essential services personnel, as defined in the local housing assistance plan

Joint City/County/School Board Coordinating Committee

Board of County Commissioners (1 appointment)

Library Advisory Board

Commissioner - District IV: Desloge, Bryan (1 appointment)

Minority, Women & Small Business Enterprise (M/WSBE) Committee

Commissioner - At-large II: Maddox, Nick (1 appointment)

EXPIRATIONS

MARCH 31, 2013

Contractors Licensing and Examination Board

Commissioner - District IV: Desloge, Bryan (1 appointment)

Commissioner - District V: Dozier, Kristin (1 appointment)

Science Advisory Committee

Commissioner - At-large II: Maddox, Nick (1 appointment)

Commissioner - District II: Sauls, Jane (1 appointment)

Commissioner - District III: Dailey, John (1 appointment)

Commissioner - District IV: Desloge, Bryan (1 appointment)

APRIL 30, 2014

Commission on the Status of Women and Girls

Board of County Commissioners (4 appointments)

Commissioner - District I: Proctor, Bill (1 appointments)

Commissioner - District III: Dailey, John (1 appointments)

Commissioner - District V: Dozier, Kristin (1 appointments)

Tallahassee City Commission (3 appointments)

Tallahassee Sports Council

Board of County Commissioners (2 appointments)

MAY 31, 2014

Minority, Women & Small Business Enterprise (M/WSBE) Committee

Commissioner - At-large I: Lindley, Mary Ann (1 appointment)

JUNE 30, 2014

Adjustment and Appeals Board

Board of County Commissioners (2 appointments)
Tallahassee City Commission (1 appointment)

Planning Commission

Board of County Commissioners (1 appointment)
Tallahassee City Commission (1 appointment)
Leon County School Board (1 appointment)

Workforce Plus

Board of County Commissioners (4 appointments)

JULY 31, 2014

Big Bend Health Council, Inc.

Board of County Commissioners (4 appointments)

Educational Facilities Authority

Board of County Commissioners (2 appointments)

Enterprise Zone Agency Development (EZDA) Board of Commissioners

Board of County Commissioners (3 appointments)

Water Resources Committee

Commissioner - At-large II: Maddox, Nick (1 appointment)
Commissioner - District IV: Desloge, Bryan (1 appointment)
Commissioner - District V: Dozier, Kristin (1 appointment)

AUGUST 31, 2014

Code Enforcement Board

Commissioner - At-large I: Lindley, Mary Ann (1 appointment)
Commissioner - At-large II: Maddox, Nick (1 appointment)
Commissioner - District II: Sauls, Jane (1 appointment)

SEPTEMBER 30, 2014

Health Coordinating Committee

Board of County Commissioners (5 appointments)

Council on Culture & Arts

Board of County Commissioners (1 appointment)

Research and Development Authority at Innovation Park

Board of County Commissioners (2 appointments)

OCTOBER 31, 2014

Audit Advisory Committee

Board of County Commissioners (2 appointments)
Clerk of the Courts (3 appointments)

Tourist Development Council

Board of County Commissioners (3 appointments)
Tallahassee City Commission (2 appointments)

DECEMBER 31, 2014

Human Services Grants Review Committee

Commissioner - At-large I: Lindley, Mary Ann (1 appointment)
Commissioner - At-large II: Maddox, Nick (1 appointment)
Commissioner - District I: Proctor, Bill (1 appointment)
Commissioner - District II: Sauls, Jane G. (1 appointment)
Commissioner - District III: Dailey, John (1 appointment)
Commissioner - District IV: Desloge, Bryan (1 appointment)
Commissioner - District V: Dozier, Kristin (1 appointment)

Joint City/County Bicycle Working Group

Board of County Commissioners (2 appointments)
Tallahassee City Commission (4 appointments)

Library Advisory Board

Commissioner - At-large II: Maddox, Nick (1 appointment)
Commissioner - District I: Bill Proctor. (1 appointment)
Commissioner - District V: Kristin Dozier (1 appointment)

**Leon County
Board of County Commissioners**


Notes for Agenda Item #1

Leon County Board of County Commissioners

Cover Sheet for Agenda #1

April 8, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of Minutes: February 11, 2014 Workshop on Cultural Plan Review Committee's Final Report and Recommendations; February 11, 2014 Workshop on Sales Tax Committee's Final Report and Recommendations; February 11, 2014 Regular Meeting; February 25, 2014 Workshop on Fire Safety Infrastructure Needs in Unincorporated Leon County; February 25, 2014 Joint City/County Workshop on Cycle 2014-1 Comprehensive Plan Amendments; February 25, 2014 Regular Meeting; and, March 11, 2014 Regular Meeting

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Betsy Coxen, Finance Director, Clerk of the Court
Lead Staff/ Project Team:	Rebecca Vause, Board Secretary

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Approve the Minutes of February 11, 2014 Workshop on Cultural Plan Review Committee's Final Report and Recommendations; February 11, 2014 Workshop on Sales Tax Committee's Final Report and Recommendations; February 11, 2014 Regular Meeting; February 25, 2014 Workshop on Fire Safety Infrastructure Needs in Unincorporated Leon County; February 25, 2014 Joint City/County Workshop on Cycle 2014-1 Comprehensive Plan Amendments; February 25, 2014 Regular Meeting; and, March 11, 2014 Regular Meeting.

Attachments:

1. February 12, 2014 Cultural Plan Review Committee's Final Report and Recommendations Workshop
2. February 12, 2014 Sales Tax Committee's Final Report and Recommendations Workshop
3. February 11, 2014 Regular Meeting
4. February 25, 2014 Fire Safety Infrastructure Needs in Unincorporated Leon County Workshop
5. February 14, 2014 Joint City/County 2014-1 Comprehensive Plan Amendments Workshop
6. February 25, 2014 Regular Meeting
7. March 11, 2014 Regular Meeting

**BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA
WORKSHOP
Cultural Plan Review Committee's Final Report
And Recommendations
February 11, 2014**

The Leon County Board of County Commissioners met for a Workshop to consider the Cultural Plan Review Committee's final report and recommendation on Tuesday, February 11, 2014.

Present were Chairman Kristin Dozier, Vice Chairman Mary Ann Lindley and Commissioners John Dailey, Nick Maddox, Jane Sauls, Bryan Desloge, and Commissioner Bill Proctor. Also present were County Administrator Vincent Long, County Attorney Herb Thiele and Board Secretary Rebecca Vause.

Facilitator(s): Ken Morris, Director Economic Development & Business Partnerships
Lee Daniel, Director of Tourism Development

Chairman Dozier called the workshop to order at 8:37 a.m.

County Administrator Long stated that the workshop was being held to provide the Board an opportunity to review and consider the recommendations given in the Final Report of the Cultural Plan Review (CPR) Committee. He shared that the CPR Committee was established in October 2012 and was tasked with reviewing the original Cultural Plan, assessing the status of plan implementation, determining what portions of the plan needed to be updated or omitted based on changes that have occurred, and providing recommendations to the County and City Commissions on modifications to the plan objectives. County Administrator Long explained that funding for the implementation of the Cultural Plan is one of four intertwined matters competing for limited resources and mentioned that the Board had been provided, at its last meeting, details regarding the overlapping nature associated with the Cultural Plan Update, the Sales Tax Committee recommendations, the FSU Civic Center District Master Plan and related convention center and the CRA's role in determining the future use of the one-cent bed tax dedicated to the performing center. He clarified that today's workshop does not seek direction from the Board on the future use of the penny dedicated to the performing arts center. County Administrator Long also noted that one of the options for consideration is to direct staff to explore operational efficiencies to implement the cultural plan under the purview of the Division of Tourism; however, he articulated that this was only presented as an option for the Board's consideration, not a recommendation.

Chairman Dozier announced that Commissioner Desloge was delayed as he is participating in WFSU's pledge drive.

Kelly Dozier, Cultural Plan Review Committee Chair, summarized the Committee's charge and process that shaped the final report. She then introduced the following Subcommittee Chairs who provided their respective committee findings and recommendations (the Final Report contains a full narrative and detail associated with the Committee' program areas and recommendations):

- Berneice Cox, Economic Development & Marketing
- Betsy Couch, Education
- Chucha Barber & Jan Sheffield, Funding & Facilities
- Chris Heacox, Plan Implementation

Ms. Dozier concluded the Committee presentations by stating that the Plan focuses on bringing the arts, culture and heritage communities together and that the recommendations presented are achievable. She added that the Committee recommends an annual review of the Plan and urged the Board to give COCA and the plan a chance.

Ken Morris discussed a number of issues brought forward in the Final Report. He shared that the Committee has presented 45 recommendations over four programs areas; however, the recommendations were not prioritized nor did the Committee assign costs to the recommended initiatives. He mentioned that approval of the Final Report would allow the Committee to proceed with hosting a community workshop (in partnership with COCA) and would be used by COCA in developing an implementation plan and its FY 2015 budget request. He shared that the Final Report called for the County and City to establish a separate Citizens' Cultural Plan Advisory Committee to meet bi-annually with the COCA Board to review community progress towards implementation of the Plan and report back to the City and County Commissions. Mr. Morris recalled that the Board also provided guidance to COCA in anticipation of its FY 2015 budget request, consistent with previous actions from the October 2013 workshop, to increase cultural funding by approximately \$400,000 annually (from bed tax monies), and that the Board wanted to see a capital improvements grant program come from the additional monies. Regarding COCA funding, he pointed out that when combined with the \$150,000 for administrative costs, the County's projected budget for COCA in FY 2015 will surpass \$1 million. Mr. Morris then shared staff's insights on why the Board may want to explore implementing the Cultural Plan under the Division of Tourism Development. He concluded his presentation by providing a review of staff's options.

Board Discussion:

Chairman Dozier and the Board expressed appreciation to the Cultural Plan Review Committee for their hard work.

Commissioner Lindley stated that she would like to allow COCA the opportunity to implement the plan.

Commissioner Lindley moved, duly seconded by Commissioner Dailey, approval of Option 2: If the Board wishes to proceed, as generally outlined in the Final Report, staff recommends the Board:

- a. Accept the Cultural Plan Review Committee's Final Report.*
- b. Encourage COCA to establish and staff its own subcommittee to review its progress relative to the Cultural Plan.*
- c. Direct COCA to develop its FY 2015 budget request to the County assuming \$150,000 for administrative costs and \$900,000 in County bed tax funds, in consultation with the Tourist Development Council, to include:*
 - i. The current funding levels for the re-granting process (\$504,500).*
 - ii. The creation of a capital grants program for cultural institutions, with the associated application process and guidelines, allowable under Section 125.0104, Florida Statutes.*
 - iii. Additional arts and culture investment opportunities available with Tourist Development Tax funds to enhance visitation.*

Commissioner Dailey voiced enthusiasm regarding the Plan's implementation and echoed Commissioner Lindley's desire to allow COCA the opportunity to execute the recommendations. He also stated that he looked forward to implementing the methods which will allow COCA the ability to conduct fundraising and also supported the cultural investment program. He indicated a hesitancy to move implementation of the Final Plan to the Division of Tourism

Development and looked forward to discussions regarding future funding opportunities for the arts in the community.

Commissioner Desloge received additional information on the evolution of the Division of Tourism from Mr. Morris. He then offered that there are operational efficiencies that could be realized by maximizing the resources of the Tourist Development Division, while maintaining the artistic integrity of COCA. He mentioned that COCA receives \$350,000 in administrative costs (County and City funds) that could be redistributed into the community and submitted that he would at least like to continue to explore ways to minimize some of the overlap. He stated that he would have preferred Option 1.

Commissioner Proctor established with County Administrator Long that Option 2 contemplates \$150,000 for administrative costs and \$900,000 in County bed tax funds for the re-granting process. He suggested that the Board consider Option 1 and fund the arts through Blueprint sales tax dollars. He maintained that bed tax monies should not be used to fund COCA.

Chairman Dozier indicated her support for Option 2. She remarked that dramatic changes have occurred within COCA and the arts community over the past year and did not want to hinder the momentum. She commented that COCA's mission was broader than the TDCs' and did not want to change the dynamic of the organization. To address the concerns of Commissioners Desloge and Proctor, **she suggested that the motion include a direction to staff to work with COCA in identifying potential operational efficiencies and cost savings and bring back for Board consideration.** Commissioner Lindley accepted the friendly amendment.

Commissioner Proctor expressed concern that the mission of the TDC has been redefined and opined that better clarification of their role is warranted. He also was bothered by the County's lack of oversight over COCA, even though considerable public money is given to the organization.

Commissioner Maddox commented on the lack of continuity among COCA, County and the City and suggested this should be addressed as the Plan is implemented.

The motion as amended carried 7-0.

During the workshop, Commissioners referenced the receipt of numerous calls and e-mails from citizens indicating support for COCA to remain independent, and responsible for the re-granting program and implementation of the Final Plan. The record reflects the inclusion of e-mails from the following individuals:

1. Betsy Tabac
2. Dora Williams
3. Dennis Choppin
4. Wendy Devarieux
5. David Greenberg
6. Beth Blair
7. Beverly Frick
8. Kevin Carr
9. Ron Patrick
10. Patty Callender
11. Nancy Fischer
12. Connie Sauer-Adams
13. Janie Courson
14. Stephanie Erdman

15. Carrie Ann Baade
16. Dennis Howard
17. Maize Arendsee
18. Judith Dunn
19. Marianne Hernandez
20. Nathan Archer
21. Ned Stacey
22. Donna Walker
23. Alexander Jimenez
24. Moco Steinman
25. Fred Chappell
26. Penny Anderson
27. Michael Redig
28. Manley Thaler
29. Mary Ellen Balducci
30. A. Cappa
31. Carolyn Flowers
32. Allys Palladino-Craig
33. Leslie Eckhart
34. Donna Heald
35. Ruth Swan
36. Robert Burke
37. Jaime Garcia-Bolao
38. David Lipten
39. Antonio Cuyler
40. Joy Green
41. Donna Marie Nudd
42. Peter Bigelow
43. Leslie Eckhart
44. Tony Salinero
45. Mandy Sauer
46. M. Howard-Trammell
47. Perdita Ross
48. Kathleen Turner
49. Jennifer Colley

Adjourn:

There being no further business to come before the Board, the workshop was adjourned at 10:00 a.m.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

BY: _____
Bob Inzer, Clerk of the Circuit Court
And Comptroller

**BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA
WORKSHOP
Sales Tax Committee's Final Report & Consideration to
Continue the Local Government Infrastructure Surtax
February 11, 2014**

The Leon County Board of County Commissioners met for a Workshop to review the Sales Tax Committee's Final Report and consider the continuation of the local government infrastructure surtax on Tuesday, February 11, 2014 at 8:30 a.m.

Present were Chairman Kristin Dozier, Vice Chairman Mary Ann Lindley and Commissioners John Dailey, Nick Maddox, Jane Sauls, Bryan Desloge and Bill Proctor. Also present were County Administrator Vincent Long, County Attorney Herb Thiele and Board Secretary Rebecca Vause.

Facilitator(s): Vince Long, County Administrator
Alan Rosenzweig, Deputy County Administrator
Wayne Tedder, Director of PLACE
Tony Park, Director of Public Works and Community Development
Ken Morris, Director of Economic Development & Business Partnerships
Jon Brown, Director of Community & Media Relations
Cristina Paredes, Intergovernmental Affairs & Special Projects Coordinator
Cherie Bryant, Manager, Planning Department, PLACE
Kathy Burke, Director of Engineering Services
Theresa Heiker, Stormwater Management Coordinator, Public Works

Chairman Dozier called the workshop to order at 10:32 a.m. She went through the various scenarios for presentation of the information by staff and the Board agreed that staff would only provide presentation on those items that are recommended for modification or Board direction is sought.

County Administrator Long stated that the workshop was being held to provide the Board with the Sales Tax Committee's Final Report. He acknowledged the hard work of the Committee and its Chairman Steve Evans. Additionally, he formally recognized the support provided by staff to the Committee.

County Administrator Long conveyed that the sales tax is a critically important revenue source for local governments that is used to address a wide variety of infrastructure needs and mentioned that a recent statutory change authorizes local governments to dedicate a portion of the proceeds to economic development. He shared that the existing one-cent tax expires on December 31, 2019 and the Board in 2011 established the Sales Tax Extension Committee, with appointees from both the City and County. He stated that the Committee had met for two years, had encouraged public participation and reviewed and offered recommendation on the efforts of Imagine Tallahassee. He remarked that the projects recommended are included in Tier I and Tier II lists to reflect the committee's project priority; however, the Intergovernmental Agency (IA) maintains the necessary flexibility to approve and prioritize projects based on data and analysis when the project is being considered. Regarding the process moving forward, he stated that should the Board authorize the ballot initiative staff recommends partnering with the City in developing a professional public education information program and placement of the item on the November 2014 ballot.

Mr. Evans on behalf of the Sales Tax Committee presented the recommended projects for consideration and also provided an overview of the Committee's process that helped formulate their recommendations. The Sales Tax Committee offered the following:

1. Authorize the continuation of the one cent local government infrastructure sales tax for 20 years.
2. Conduct the referendum in November 2014.
3. Allocate 10% each to the County and City.
4. Recommend \$607,669,738 Tier 1 (first priority projects) and \$75,306,640 as Tier II (second priority projects).
5. Recommend the following for the Economic Development portion of the sales tax:
 - a. Allocate 12% (\$90,720,000) in support of Imagine Tallahassee Steering Committee recommendations; the 12% will remain constant regardless of fluctuations in revenue receipts from the sales tax.
 - b. Develop an advisory committee to provide the IA with policy recommendations and provide reporting on performance and accountability.
 - c. Incorporate the citizens advisory committee to ensure a mirroring of the existing Blueprint 2000 process.
 - d. Develop a series of quality control mechanisms to ensure accountability.

Deputy Administrator Rosenzweig summarized past Board actions regarding the initiative, proposed timelines and next steps. He also provided eligible uses of the surtax and information on project prioritization, funding and bonding. Mr. Rosenzweig stated, per the Board's earlier direction, that staff would make presentation only on those projects that were determined by staff as possibly needing to be revisited or modified by Board action. (It is noted that the Board's workshop packet contained a brief analyses of each project as well as a recommendation for the Board's consideration regarding the project priority. A detailed analysis of each project was also included in the agenda item.)

Project Overview:

Staff offered presentation on the following projects:

- **Westside Student Corridor (Project #2) – widening of Pensacola Street to address transportation issues as well as incorporating water quality and flooding issues.**
 - *Staff recommended moving the West Pensacola roadway and greenway improvements to Tier 1 and as a balance strategy consider moving the Orange Avenue widening project to Tier II.*
- **County/City Sidewalk Projects (Project #8) – standalone projects that provide connectivity for the safe routes to school program and they are not part of a separate roadway project.**
 - *Staff recommended that the Board continue to support as a Tier 1 project and allocate the funding 50/50 between the City and the County.*
 - Commissioner Proctor affirmed that this project includes sidewalks along Magnolia Drive from South Monroe to Lafayette Street.
- **Lake Lafayette and St. Marks Regional Linear Park (Project #11) – links more than 7,200 acres of public recreation lands with trails and boardwalks. Also conducts flood water analysis, provides stormwater treatment for Upper Lake Lafayette and ecosystem restoration through the removal of invasive and exotic vegetation.**
 - *Staff recommended moving the project to Tier 1 in order to provide geographic diversity to Tier 1 projects and enhance the balance of green (ecosystem) v. gray (transportation) projects.*

- **Orange Avenue Widening from Adams Street to Springhill Road (Project #27) – widens Orange Avenue to four lanes, including bike lanes and sidewalks.**
 - *Staff recommended that the Board consider moving this project to Tier II and as a balancing strategy move the West Pensacola roadway and greenway improvements to Tier 1.*
 - Staff noted that Orange Avenue has remaining capacity, while Pensacola Street has capacity deficiencies and is identified as a “Significant Benefits” road.
- **Northeast Gateway: Walaunee Critical Area Plan Regional Infrastructure: Phase I & II (Project #28) - creates a northeast gateway.**
 - *Staff recommended the Board continue to support the project as reflected on Tier I and Tier II and as part of the amendment to the interlocal agreement with the City of Tallahassee address the following issues: 1) Developers will be required to provide reimbursement to Blueprint for the developer’s required transportation improvements; reasonable repayment timelines would be established a part of the agreements; 2) The cost (inclusive of right of way) related to the greenway be used as a direct offset to the developer’s required transportation costs; 3) the City’s portion of the project will only require reimbursement if sold and developed privately; 4) Include anticipated developer reimbursements as potential future resources for Blueprint, and 5) Do not proceed with Tier II implementation until such time as transportation connections north of Roberts Road, to allow the traffic to flow through to Thomasville Road, has been identified and funded.*
 - Commissioner Proctor upon confirming that Federal government approval would need to be secured for an interchange suggested that Commissioners advocate this issue with local federal legislators during their upcoming visit to Washington.
- **Water Quality and Stormwater Funding (Project #49)**
 - *Staff recommended the Board continue to support the project as a Tier I project and divide the allocation of \$85 million equally with the City (\$42.5 each).*

Rural Infrastructure

County Administrator Long discussed with the Board the establishment of the L.I.F.E (Livable Infrastructure for Everyone) program. He stated that funds allocated for the L.I.F.E. program would be used to address core infrastructure needs in the rural areas and its funding could be realized by reducing the Economic Development portion from 12% to 10% and allocating the remaining two percent to the L.I.F.E. program.

- *Staff recommended the establishment of L.I.F.E. at an annual allocation of two percent.*
- Commissioner Dailey established with staff that private road paving and maintenance could be funded through the L.I.F.E. program.
- Chairman Dozier stated that she supported the program as it would address some of the smaller infrastructure projects, i.e., culvert replacement, etc.

Economic Development:

Mr. Morris provided an overview of the Florida Statute which allows for up to 15% of the sales tax revenue to be used for the purpose of funding economic development projects and discussed the process utilized by the Committee to establish their recommendation that 12% of the sales tax proceeds go toward economic development. Mr. Morris also provided a summary of the proposed governing structure for the funds, which he noted mirrors the current IA structure currently used for Blueprint projects (with minor modifications to the Citizens Advisory Committee). He concluded his presentation by providing a summary of the proposed economic development projects and an overview of staff’s recommendations.

- Commissioners Maddox and Proctor were assured by staff that all economic development projects would be vetted (in the Sunshine) by the Citizens Committee prior to submission to the IA and that WMBE standards would be adhered to.

County's 10% Allocation

Mr. Rosenzweig conveyed that the County's 10% share would provide \$75.6 million over 20 years for capital infrastructure improvements and then reviewed staff's recommendations for projects to be funded from the County's portion of the revenues.

Educational Outreach Efforts:

Mr. Brown shared with the Board proposed outreach efforts and noted that materials developed would be for educational and informational purposes, would be factually based and would not advocate for or against the passage of the sales tax extension.

- *Staff recommended the allocation of \$100,000 for public education with an anticipated match of the same amount from the City.*
- Commissioner Proctor submitted that there are projects which benefit both FSU and FAMU; thus, they should be encouraged to join the County/City in outreach efforts.

Staff's Closing Remarks

Mr. Rosenzweig referenced table #8 of the Board's agenda which summarized all of the projected resources and recommended allocation associated with a 20-year continuation of the infrastructure sales tax. He relayed that current Blueprint revenues were able to be leveraged by 25%; which suggests the flexibility the Board has in projecting revenues.

Commissioner Proctor provided comment regarding the proposed funding for economic development and asked the Board, assuming it approves funding of 10%, or \$75.6 million, to affirm that any funds in excess of the \$10% be directed to the L.I.F.E. program.

Commissioner Discussion/Actions:

The Board discussed the need to have sufficient time to thoroughly discuss the proposed sales tax options and other issues needing Board action.

A motion was made by Commissioner Maddox, duly seconded by Commissioner Proctor, to postpone the 2014-1 Comprehensive Plan Workshop scheduled for 1:30 and combine with a future meeting. The motion carried 6-1 (Commissioner Lindley in opposition).

Commissioner Proctor stated that the process moving forward should incorporate public hearings whereby citizens are provided an opportunity to weigh in on the projects proposed.

Chairman Dozier also expressed concern with the limited number of public hearings scheduled and suggested that an agenda item be brought back mid-way to allow public comment.

Commissioner Maddox asked that ratification of this workshop be placed on the Board's General Business Agenda and not the Consent Agenda.

Commissioner Maddox moved, duly seconded by Commissioner Desloge, acceptance of Options 1, 2, 3, & 4:

1. Accept the Leon County Sales Tax Committee's final report.
2. Authorize a referendum for November 2014.
3. Approve resurfacing intersection improvements to be funded through the County's 10% share.
4. Approve allocating \$100,000 from the contingency reserve account to support a community education campaign.

The motion carried 7-0.

Commissioner Desloge moved, duly seconded by Commissioner Sauls, move the Westside Student Corridor Gateway project (Pensacola Street widening) from a Tier II to a Tier I project.
The motion carried 7-0.

Commissioner Sauls spoke in support of the motion and recalled that this was one of the projects originally recommended to the Sales Tax Committee by the County.

Commissioner Dailey offered the following comments on several of the proposed projects:

1. Northeast Park #48 – stated that he would be more comfortable if there was general language that allowed the Board to have more flexibility in the location of a NE park, yet maintain its commitment to a \$10 million funding allocation. He opined it would be a mistake for the County to be tied to a parcel of land with limited future development.
2. Implement Greenways Master Plan #9 & #37 – would support moving the project to Tier 1 and received information from staff regarding the status of acquisition of the prison property.
3. He asked about the priority list for the sidewalk program and ascertained from staff that the Safe Routes to Schools projects has been a priority; however, the Board could reinforce that policy, should it wish to do so.
4. North Monroe Gateway #6 – commented that he did not want to take away from the gateway project by incorporating any project that has already been decided upon through the CRTPA. He wanted to be clear that he wants to concentrate the money specifically between I-10 and John Knox Road.
5. He inquired why the Madison Mile Convention District and Regional Airport Growth & Development (Part I) projects remained as economic development projects. County Administrator Long responded that the Committee felt these were two highly visible projects that would help convey the importance of economic development as part of the referendum.
6. Suggested that the community education campaign include, whenever possible, a listing of the projects. He was concerned that by having to lump the projects together on the ballot they would not be clearly defined to the voters.
7. He commented that staff has done an excellent job of leveraging current Blueprint dollars at 25% and suggested that an 18% leverage (for the new revenue) would still be six percent below what has been realized. He submitted that even with staff's conservative leveraging forecast, funding would be available for projects such as Pensacola Street widening and Lake Lafayette and the LIFE program.

Commissioner Proctor discussed project #49 (Water Quality and Stormwater funding) with staff and ascertained that \$25 million had been projected for sewer to be installed from the City waste treatment plant to the Woodville node. He referenced Governor Scott's interest in spring protection and suggested that staff advocate for Wakulla Springs to serve as a model or "poster child" for the Governor's spring protection initiative.

Regarding the Board's vote on Option 5a., Commissioner Dailey requested that Project #28, Northeast Gateway: Welaunee Critical Area Plan Regional Infrastructure be removed from both the Tier 1 and Tier II project lists and voted on separately, as his wife's law firm represents one of the land owners and he will need to recuse himself from voting on this project. He indicated that he would be recusing himself from Option 5b also, for the same reasons mentioned previously.

Commissioner Lindley offered a motion to remove project number #39 from the water quality bucket list so as to allow a review of other water management sources. The motion died for lack of a second.

Commissioner Proctor referenced a letter from a citizen which asserted that the lakes within Killlearn Estates are privately owned and the public is disallowed from using them; and as such public monies should not be used to restore them. County Administrator Long responded that Killlearn Estates is located within the City limits and the restoration of the lakes would be a city project; thus, it would be up to the City to determine ultimate funding for the project. County Attorney Thiele added that the Board by adopting the Tier I and Tier II project lists would not violate any rules or policies.

Commissioner Maddox moved, duly seconded by Commissioner Desloge, approval of Option 5 b.: Continue to support the Northeast Gateway project as reflected on Tier 1 and Tier II, including the following:

- i. Developers will be required to provide reimbursement to Blueprint for the developer's required transportation improvements; reasonable repayment timeless would be established as part of the agreements.*
- ii. The cost (inclusive of right of way) related to the greenway be used as a direct offset to the developer's required transportation costs.*
- iii. The City's portion of the project will only require reimbursement if sold and developed privately.*
- iv. Include anticipated developer reimbursements as potential future resources for Blueprint.*
- v. Do not proceed with Tier II implementation until such time as transportation connections north of Roberts Road to allow the traffic to flow through to Thomasville Road, has been identified and funded.*

Commissioner Proctor discussed with staff some concerns he had and received clarification on various aspects of the project. He also suggested that clarification be sought from the federal government regarding their intent for an exchange at the proposed area.

The motion carried 6-0 (Commissioner Dailey abstaining).

Commissioner Desloge moved, duly seconded by Commissioner Lindley, approval of Option 5. d.: Equally allocate the Water Quality and Sidewalk funding between the City and the County. The motion carried 7-0.

Commissioner Desloge moved, duly seconded by Commissioner Lindley, approval of Option 5a, as amended.: Accept the Tier I and Tier II project lists with the exclusion of Item #28, including the 2% allocation to L.I.F.E (Livable Infrastructure for Everyone) as summarized in the workshop item as the County's priorities. The motion carried 7-0.

Commissioner Desloge moved, duly seconded by Commissioner Lindley, to approve Option 5.e.i.: allocate \$75.6 million as a set amount (which is estimated to be 10% of the projected sales tax proceeds) to support the following:

- \$20 million for the Madison Mile Convention District dependent upon approval by the IA at the time of project consideration and the execution of formal agreements among all parties to the project.
- \$5.5 million for the Regional Airport Growth and Development (Part 1) project dependent upon approval by the IA at the time of project consideration.
- \$50.1 million for the remaining economic development proposal to be evaluated by the advisory committee and IA for future funding consideration.

Madison Mile Convention District	\$ 20 million
Regional Airport Growth & Development (Part I)	\$ 5.5 million
Regional Airport Growth & Development (Part II)	\$ 50.1 million
Entrepreneurial Development Fund	
Minority & Women Business Investment Fund	
Technology & Innovation Incubators	
Business Retention, Expansion & Attraction Fund	
Economic Opportunity Rapid Response Fund	
Quantum Leaps & Signature Festivals	
South Monroe/Adams Corridor Catalyst	
Raising the Ship Talent Development	
	\$75.6 million

A friendly amendment was offered by Commissioner Proctor that any monies collected above the \$75.6 million (or 10%) would be directed to the L.I.F.E. program. The friendly amendment was accepted by Commissioner Desloge.

Chairman Dozier stated that she could not support the motion on the floor, as she preferred to have a percentage rather than a fixed amount. She opined that the best way to increase tax revenue is to create more jobs and grow more businesses.

Commissioner Proctor offered a substitute motion to allocate 5% of the sales tax revenues to economic development. The motion died for lack of a second.

The motion, as amended to approve Option 5.e.i. carried 5-2 (Commissioners Dozier and Maddox in opposition).

Commissioner Desloge moved, duly seconded by Commissioner Maddox, approval of Option 6: Direct staff to agenda for the IA's consideration, subject to the passage of the referendum, an agenda item on consolidating the County and City contractual agreements with the Economic

Development Council and reflecting the EDC's role in it administering the economic development portion of the sales tax proceeds. The motion carried 7-0.

Commissioner Maddox moved, duly seconded by Commissioner Desloge, approval of Option 5. f and g.: f) Define the role and responsibilities of the advisory committee for economic development and g) Modify the membership structure of the Citizen Advisory Committee to include economic development representatives. The motion carried 7-0.

Adjourn:

There being no further business to come before the Board, the workshop was adjourned at 2:35 p.m.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

BY: _____
Bob Inzer, Clerk of the Circuit Court
and Comptroller

**BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA
REGULAR MEETING
February 11, 2014**

The Board of County Commissioners of Leon County, Florida, met in regular session at 3:00 p.m. with Chairman Kristin Dozier presiding. Present were Vice Chairman Mary Ann Lindley, and Commissioners Nick Maddox, Bill Proctor, John Dailey, Bryan Desloge, and Jane Sauls. Also present were County Administrator Vincent Long, County Attorney Herb Thiele, and Board Secretary Rebecca Vause.

The Invocation was provided by Commissioner John Dailey, who then led the Pledge of Allegiance.

Awards and Presentations

- Chairman Kristin Dozier presented a Proclamation in recognition of the 125th Anniversary of Florida Public Health.
 - Holly Kirsch, Acting Administrator for the Leon County Health Department accepted the Proclamation. She also announced an upcoming 125th birthday celebration to be held at the Southside facility and invited all to attend. Art Cooper, former administrator, will be the guest speaker.

Consent:

Commissioner Sauls moved, duly seconded by Commissioner Desloge to approve the Consent Agenda with the exception of Item 6, which was pulled for further discussion. The motion carried 7-0.

1. Approval of Minutes: December 9, 2013 Board Retreat

The Board approved Option 1: Approve the minutes of the December 9, 2013 Board Retreat.

2. Approval of Proposed 2014 Board Calendar Modifications

The Board approved Option 1: Revise the Board's August and September 2014 calendar as follows:

- a. *Cancel the August 26, 2014 Regular Meeting.*
- b. *Schedule a regular Board meeting for Tuesday, September 2, 2014 at 3:00 p.m.*
- c. *Schedule the first public hearing regarding FY 2014/2015 tentative millage rates and tentative budgets for Tuesday, September 16, 2014 at 6:00 p.m.*
- d. *Retain the regular Board meeting and the second public hearing to adopt FY 2014/2015 millage rates and budgets for Tuesday, September 23, 2014.*

3. Adoption of a Proposed Revision to Leon County Personnel Policies and Procedures, Section VI, "Benefits", 6.06, "Tuition Assistance and Staff Training and Development"

The Board approved Option 1: Adopt proposed revisions to Leon County Personnel Policies and Procedures Manual, Section VI, "Benefits", 6.06, "Tuition Assistance and Staff Training and Development".

4. Approval of the Scope of Services to Two Requests for Proposals by the Division of Tourism Development; Tourism Research Services, and Tourism Related Advertising, Promotional, & Public Relations Services

The Board approved Options 1 & 2: 1) Approve the scope of services for the Request for Proposals for Tourism Research Services on the economic impact of visitors in the Tallahassee/Leon County area, and 2) Approve the scope of services for the Request for Proposals for Tourism Related Advertising, Promotional, & Public Relations Services for the Division of Tourism Development.

5. Approval of Payment of Bills and Voucher Submitted for February 11, 2014, and Pre-Approval of Payment of Bills and Vouchers for the Period of February 12, 2014 through February 24, 2014

The Board approved Option 1: Approve the payment of bills and vouchers submitted for February 11, 2014, and Pre-Approval of Payment of Bills and Vouchers for the Period of February 12, 2014 through February 24, 2014.

6. Approval of the FY 2014/2015 Budget Calendar

Chairman Dozier requested the item be pulled for further discussion.

County Administrator Long stated that the July 7th Budget Workshop follows the July 4th weekend and suggested the Board might want to consider canceling the Budget Workshop as July 8th and 9th should offer the Board sufficient time to consider the budget.

Commissioner Lindley moved, duly seconded by Commissioner Desloge, approval of Option 1, as amended: Approve the Fiscal Year 2014/2015 Budget Calendar, and cancel the July 7th Budget Workshop. The motion carried 7-0.

7. Approval to Submit Modification Number 3 to the Community Development Block Grant Disaster Recovery Enhancement Fund Agreement with the Florida Department of Economic Opportunity

The Board approved Options 1 & 2: 1) Approval of Modification Number 3 to the Community Development Block Grant Disaster Recovery Enhancement Fund Agreement with the Florida Department of Economic Opportunity regarding the 2011 Disaster Recovery Enhancement Fund Grant, and authorize the County Administrator to execute, and 2) Approve the Resolution and associated Budget Amendment Request.

8. Approval to Renew the Agreement Between Leon County and North Florida Community College for the Provision of Internships for Emergency Medical Services Technology Students

The Board approved Option 1: Approve the renewal of the Agreement between Leon County and North Florida Community College to provide internships for Emergency Medical Services Technology students.

9. Approval to Dedicate the Lake Jackson Community Center Meeting Room in Memory of Judith Anne Dougherty

The Board approved Option 1: Approve the dedication of the Lake Jackson Community Center meeting room in memory of Judith Anne Dougherty.

10. Acceptance of 2013 Status Report for the Leon County “Live Well Leon Well-Being Program”

The Board approved Options 1, 2, & 3: 1) Accept the status report on the 2013 Plan Year Leon County Well-Being Program; 2) Adopt the proposed My Rewards Program, and 3) Continue the implementation of the Value Based Design Program, and the proposed My Rewards Program.

11. Acceptance of the 2013 Tallahassee-Leon County Board of Adjustment and Appeals Annual Report

The Board approved Option 1: Accept the 2013 Tallahassee-Leon County Board of Adjustment and Appeals Annual Report.

12. Acceptance of the 2013 Science Advisory Committee Annual Report

The Board approved Option 1: Accept the 2013 Annual Report of the Science Advisory Committee.

13. Acceptance of the 2012-2013 Contractors’ Licensing and Examination Board Annual Report

The Board approved Option 1: Accept the 2012-2013 Contractors’ Licensing and Examination Board Annual Report.

Citizens to be Heard on Non-Agendaed Items (3-minute limit per speaker; there will not be any discussion by the Commission)

- Paul Arons, 1706 Beechwood Circle, emphasized the importance of Medicaid expansion in Florida under the Affordable Care Act and suggested the Board go on record supporting the expansion.
- Curtis Baynes, 1323 E. Tennessee St., provided follow-up comments to the Sales Tax Workshop (held earlier in the day). He stated that there are fundamental questions regarding the role of government and added that he was leaning toward opposing the sales tax extension due to the immense amount of money being recommended for non-specific projects. He expressed his disappointment regarding the Board’s earlier action to move forward \$85 million for water quality projects and asserted that to provide sewer to the Woodville/Lake Munson/Oakridge area and to offer hook up incentives would cost approximately \$98 million alone.
- Erwin Jackson, 1341 Jackson Bluff Road, commented on the relationship between Sean Pittman and Mayor John Marks and stated that he was opposed to the \$6.1 million economic development project (originated by Sean Pittman) being recommended by the Sales Tax Committee, and submitted that it was a self-serving venture that would threaten the potential passage of the Blueprint referendum.
- Mahir Rutherford, 922 E. Lafayette St., co-owner of Kwik Kutz Barbershop, recalled the efforts undertaken to help businesses along Lafayette Street during construction and thanked the Board for its engagement and recognition of the problems their business has been facing during this time.
- Shannon Booker, 922 E. Lafayette Street, co-owner of Kwik Kutz, asked that the Board see him and his partner as people not numbers. He reflected on February being Black History Month and commented that the majority of the members of the Commission were minority.

General Business

14. Acceptance of Status Report Regarding Property Located on Natural Bridge Road, Owned by Members of the Perry Lewis Family

County Administrator Long introduced the item and recalled that the Board had requested the update at its December 10, 2013 meeting. He requested David McDevitt, Director, Department of Development Support and Environmental Management, provide an update on the County's efforts and its limitations to assist the family with the issues surrounding the 116-acre Lewis property.

Mr. McDevitt provided a history of the problems and options available to the Lewis family, of which there are 12 heirs to the Perry Lewis estate. He stated that there are two issues associated with the dispute: 1) **The actual subdivision of the property** – staff has determined that the property can be subdivided as proposed by the family; however, this cannot occur until all family members that are party to the distribution of the estate agree to be signatories to the required application. To date, all applicable Lewis family members have not signed the documents required for a complete application; therefore, the County cannot approve the subdivision of the property in question. Mr. McDevitt mentioned another area of contention is the required access road for emergency vehicles and maintenance of said road. 2) **Land Use Designation of Property** – staff is currently assisting the family (all of which have agreed to be signatories) with completing the required rezoning application, and it is anticipated that this request will be on the Board's public hearing agenda in May. If approved by the Board the rezoning proposal would provide for a consistent land use designation of Rural for the entire 116 acre tract. Additionally, Mr. McDevitt discussed the properties in the Woodville area that share the same distinction of having WRC and Rural Future Land use Categories on the same property and those properties in other areas of the County that share a similar distinction of having a Rural Community and Rural Future land Use Category bifurcation.

Speakers:

- Liz Olsen, 2917 Lewiswood Lane, stated that the property does not need a road because it is all farmland and she was unsure how the family would overcome the situation with the road. She quoted language in the Perry Lewis Living Trust referencing the equal distribution of property to each sibling and asserted that the Trust should be adhered to.
- Don Lewis, Lewiswood Lane, presented documents regarding Unity of Title dated February 2009 and the change in zoning.

Commissioner Proctor stated that the Perry Lewis Living Trust was well established and the County by rezoning of the property created a split within the family, which was not the parents intention for their heirs. He asked County Attorney Thiele if there was a way for the County to make the Lewis property whole again.

County Attorney Thiele responded that the County does not look at the form of ownership of property when it enacts regulatory actions or rezoning's and as such would not have known there was a Trust involved in the conveyance. He noted that when the public hearing comes back to the Board in May regarding the zoning application, and is approved by the Board, the bifurcation of the parcels would be corrected. Mr. Thiele added that the subdivision issue has to be resolved and it was in the best interest of all the property owners to participate.

Commissioner Proctor moved, duly seconded by Commissioner Desloge, approval of Option 1: Accept the status report regarding property located on Natural Bridge Road that is owned by members of the Perry Lewis Family. The motion carried 7-0.

15. Consideration of Financial Assistance to Kwik Kutz Barbershop

County Administrator Long introduced the item. He summarized the item and recalled that the owners of Kwik Kutz came to the Board to express concerns about the financial impact of the Lafayette Street construction project to their business. He reminded the Board of their approval of the OPEN project which will assist business owners, in the future, affected by County construction. County Administrator Long added that the item responds to a Board directive from its January 21, 2014 meeting to review the financial impact of the construction project on Kwik Kutz for consideration of potential financial compensation.

- Curtis Baynes, 1323 E. Tennessee Street, appeared in opposition to the Board providing financial compensation to one business and asserted that other businesses along Lafayette Street have also been affected by the construction. He submitted that the action would have serious implications for any future public projects and wondered if the County could afford to negate all the adverse economic conditions that would occur due to County construction projects.
- Mike Ferrara, 1401 Tootchin Nene, stated that he is the owner of Cabos, a business located on Lafayette Street. He reported that he has lost \$200,000 a year since construction began in 2010. He commented that he was very interested in how the Board would vote on this issue as he has been heavily impacted by the construction.
- Mahir Rutherford, 922 E. Lafayette Street, co-owner of Kwik Kutz, asserted that there is no other business along Lafayette that has gone through what they have endured and as such warrants mitigation. He stated that their doors are closing because of the unique extreme circumstances that have taken place. He thanked the Board for their attention to their dilemma and implored the Board to move forward with mitigation.
- Shannon Booker, 922 E. Lafayette Street, co-owner of Kwik Kutz, conveyed that theirs is a family business. He asked the Board to think about its next agenda item and who it would benefit and asked them to consider the benefit that would be received by the Board's approval of mitigation. He asserted that Option 3 was not an option.

Commissioner Proctor spoke in support of mitigation for Kwik Kutz and stated that he was persuaded by doing what is right. He suggested that the County Attorney's Office provided the Board the authority to "expend public funds to attract and retain business enterprise..." as allowed by Florida Statutes. He mentioned that providing mitigation to the business was a form of economic development and that the barbershop was a minority owned business located on the threshold of the "Old Smoky Hollow". He asserted that the uniqueness of the situation warranted a positive response from the County.

Commissioner Proctor moved approval of Option 1: Utilizing the criteria contained in the Board's agenda, appropriate \$51,374 to Kwik Kutz Barber Shop for financial assistance, related to the impact of the Lafayette Street Construction Project and declare that such action is consistent with economic development and a paramount public purpose for expending County funds. The motion died for lack of a second.

Commissioner Desloge relayed that he has been in business for 20 years and understands business. He stated that this is not a minority issue and the County is doing all it can to help. He viewed this was an “extremely slippery slope” as there are projects all across town.

Chairman Dozier while empathizing with Mr. Booker and Rutherford, indicated that the County has stepped up and done what it could to help alleviate some of the hardship. She referenced the creation of the OPEN program and its potential to help businesses in the future.

Commissioner Desloge moved, duly seconded by Commissioner Dailey, approval of Option 3: Accept staff analysis on Kwik Kutz Barber Shop and take no further action. The motion carried 6-1 (Commissioner Proctor in opposition)

16. Approval of the County’s Portion for Repair and Maintenance of the HVAC System at the Tallahassee-Leon Community Animal Service Center

County Administrator Long introduced the item. He stated that this was a collaborative effort between the County and City and the item represents the County’s portion of repair, which is \$45,675 for the current fiscal year and the remaining \$183,098 would be spread over subsequent fiscal years.

- Mahir Rutherford, 922 E. Lafayette Street, stated that he was appalled at the Board’s lack of regard for human life and was disappointed in the Board’s decision on Item #15.
- Shannon Booker, 922 E. Lafayette Street, publically expressed his disappointment in the Board’s decision on Item #15.

Commissioner Lindley responded to comments made by Mr. Rutherford and Booker. She stated that the Board has an obligation to maintain public facilities, streets and infrastructure and explained the issues in Item #15 and #16 are totally different. She added that the County has a responsibility to make repairs when needed and this is important to a lot of people. She thanked City staff for working with County staff to find a reasonable solution to this long-term problem.

Commissioner Lindley moved, duly seconded by Commissioner Desloge, approval of Options 1 & 2: 1) Approve the County’s portion of repair and replacement costs of the HVAC system at the Tallahassee-Leon Community Animal Service Center, and 2) Approve the Resolution and associated Budget Amendment Request allocating \$30,000 in funds from the Municipal Services Fund contingency to support the initial capital costs during FY2014.

Commissioner Proctor voiced his opposition to the Board’s action to Item #15 and stated that he would oppose and vote in protest of the motion.

The motion carried 6-1 (Proctor in opposition).

17. Authorization to Notify the North Florida Fair Association that the Requested Capital Improvements are Not Authorized Per the Lease and Offer an Invitation to Participate in the County’s Fairgrounds Sense of Place Initiative

County Attorney Thiele introduced the item. He recalled that last fall the North Florida Fair Association (NFFA) had requested the Sheriff’s Office vacate their Mounted Patrol Facility located at the Fairgrounds to allow the NFFA to make modifications to the

current parking lot. The County Administrator, at the direction of the Board, notified the NFFA of the County's support for the Sheriff to remain at the Fairground; which resulted in a response from the NFFA that they intended to exercise its right to terminate the Sheriff's use of the property as specified in the original lease agreement. Mr. Thiele conveyed that given the stated reason for the Sheriff's relocation is proposed modifications to the property, he recommended that the Board exercise its right under the lease hold interest to not approve the modifications; thus there would be no need for the Sheriff to move. Mr. Thiele also suggested that the NFFA be invited to participate in the County's Sense of Place initiative for the Fairgrounds.

Speaker:

- Mark Harvey, 441 Paul Russell Road, representing the North Florida Fair Association, stated that he did not find out that this issue was on the Board's agenda until yesterday (February 10). He distributed the Joint Use Agreement with the County and explained the planned improvements to the property. He stated that he would like to work with the County to find a solution that would also improve the Fairgrounds' business model.

Commissioner Desloge established that the County pays to use the Fairgrounds property although the County owns the property. He also affirmed that the County has already allocated \$50,000 for a plan for a Sense of Place for the Fairgrounds. He asked for an analysis to operate the Fairgrounds in-house, as it seemed more appropriate for the County to have more control over the property.

Commissioner Desloge moved approval of Option 1, a-c, as amended: Direct the County Administrator and County Attorney to notify the North Florida Fair Association of the following: a) The County has authorized a Sense of Place initiative to be conducted for the fairground property and the North Florida Fair Association is invited to participate.; b) That the request for the current capital improvements, related to the road alignment and displacement of the Sheriff's mounted posse and livestock impoundment, is not approved, thus rendering moot the basis for the move by the Sheriff, and c) Since the capital project is not approved, the Board continues to support the Sheriff and the livestock impoundment being maintained at the Fairgrounds. Additionally, asked for an analysis to explore other options such as operation of the Fairgrounds in-house.

The motion died for lack of a second.

Commissioner Proctor ascertained from Mr. Harvey that there is other land not being used at the Fairgrounds that could be utilized by the Sheriff. Commissioner Proctor submitted that the County did not want the situation to escalate and suggested that the Board designate a Commissioner to work as a liaison between the NFFA and the Sheriff.

Commissioner Proctor offered a motion for the Board to designate a Commissioner to work as a liaison between the North Florida Fairgrounds Association and the Sheriff in an attempt to find resolution to the situation. The motion died for lack of a second.

Commissioner Sauls noted that the Joint Use Agreement states that either the Sheriff or the NFFA can terminate the Agreement with a 365 days written notification. She asked the County Attorney how this affects the Sense of Place initiative. County Attorney Thiele responded that the notice to the Sheriff to vacate the premises was provided last year and the Sheriff would have to vacate the premises in May; which is prior to completion of the Sense of Place initiative. Mr. Harvey interjected that he was sure the NFFA Board would extend the date and that he wanted to work with the Board to find a solution that is suitable to both parties. Commissioner Sauls announced for

the record that she is a member of the NFFA's Executive Board and that it wanted to find resolution to this issue.

Commissioner Dailey expressed concern that the NFFA was not notified about the agenda item until yesterday.

Commissioner Dailey moved, duly seconded by Commissioner Maddox, to postpone action on this item to the March 11th meeting to allow time to pursue all options and bring back a clearer picture to the Board. Also, direct the County Attorney and County Administrator to work with affected parties in an effort to resolve this issue.

Commissioner Dailey acknowledged comments provided by Commissioner Desloge and stated that the County's future relationship with the Fairgrounds would need to be addressed at some point.

Commissioner Desloge voiced his concerns about any plans to evict the Sheriff and the relationship overall. He stated that the current relationship is clearly not working and was interested in future discussions on this issue.

Chairman Dozier remarked that the Sense of Place initiative offers a great opportunity for redevelopment of the property. She also requested that a timeline be included in the agenda item on how all the plans/projects would work together.

The motion carried 7-0.

18. Consideration of Full Board Appointment to the Council on Culture and Arts

County Administrator introduced the item.

Commissioner Dailey moved appointment of Laura Winn to the Council on Culture & Arts. The motion died for lack of a second.

Commissioner Lindley moved, duly seconded by Commissioner Dailey, appointment of Beth LaCivita to the Council on Culture & Arts. The motion carried 7-0.

19. Consideration of Full Board Appointment of a Commissioner to the Big Bend Homeless Coalition's Big Bend Continuum of Care Board

Commissioner Dailey moved, duly seconded by Commissioner Maddox, the appointment of Commissioner Dozier to the Big Bend Homeless Coalition's Big Bend Continuum of Care Board. The motion carried 7-0.

Citizens to be Heard on Non-Agendaed Items (3-minute limit per speaker; Commission may discuss issues that are brought forth by speakers.)

- Mark Alvarez, 1149 Corby Court East, District 2 Commander and Legislative Chairman for the State of Florida for the Veterans of Foreign Wars (VFW), appeared before the Board requesting \$45,000 for repairs and renovations to the VFW, Post 3308.
 - *Commissioner Sauls moved to direct Veteran Services staff to work with the VFW and bring back an agenda item regarding the funding request and other options that may exist. The motion died for a lack of a second.*

- Ryan Taylor, 218 Westwood Drive, representative of FSU Student Veterans, spoke in support of the VFW and its importance to veterans. He asked the Board to support Mr. Alvarez' request.
 - Commissioner Dailey affirmed that it was the Board's desire to ask the County's Veterans Services Office to work with the VFW to identify outside financial resources.
- Mahir Rutherford, 922 E. Lafayette St., co-owner of Kwik Kutz Barbershop, reiterated his disappointment that the Board did not support providing mitigation to Kwik Kutz Barbershop. He asserted that when the law says there is damage, there should be compensation and he found the Board's decision very conflicting.
- Shannon Booker, 922 E. Lafayette St., co-owner of Kwik Kutz Barbershop, maintained that the Board was wrong in its decision to not compensate them for damages to their business. He alleged psychological distress.
- Pastor Clarence Gray, 6000 Blountstown Hwy., Pastor of Calvary Tabernacle Church, shared that the church has been providing clothes, food and counseling services to the homeless and needy families. He remarked that the church is 90% retirees on fixed incomes and the church needs some relief. Pastor Gray requested the County provide an exemption for the church from the stormwater assessment fee, which has increased by 300%.
 - Commissioner Proctor asked if there is a way to create a general policy to exempt churches from stormwater fees. County Attorney Thiele responded that churches have to be treated as any other impervious services for stormwater fee purposes.
 - Commissioner Proctor asked for a copy of the stormwater run-off fee and would like some indication of how often and how much it has increased since its inception.
 - Commissioner Sauls conveyed that the increase has come at a bad time for the church as it is the end of their budget cycle and they have budgeted their funds for the year.
 - *Commissioner Sauls moved, duly seconded by Commissioner Proctor, to ask staff to take another look at this and see if there is something that can be done. The motion failed 2-5 (Commissioners Dailey, Desloge, Dozier, Lindley and Maddox in opposition).*

Comments/Discussion Items

County Attorney Thiele:

- No issues.

County Administrator Long:

- No issues.

Commissioner Discussion Items

Commissioner Proctor:

- Expressed his appreciation for the work of the Sales Tax Committee and stated that the projects are positive and a step forward for the community.
- Recalled that he had several months ago requested staff provide an inventory of cemeteries in the County and commented that he hears from the community that there is a shortage of graveyard space. He asked County Administrator Long to provide an inventory report.
- Distributed a "white paper" on the Medicaid expansion issue.

- *Commissioner Proctor moved, duly seconded by Commissioner Maddox, for a Resolution in support of Medicaid expansion under the Affordable Care Act, to be shared with Government leaders.*
- *Commissioner Lindley stated that three other counties have done resolutions in support of Medicaid expansion and was in support of the motion.*
- *The motion carried 6-1 (Commissioner Desloge in opposition).*
- Requested staff provide a unified list of issues to be discussed in Washington (NACo Legislative Conference).
- Invited the Board to his “just in case” 75th birthday party.

Commissioner Dailey:

- No issues.

Commissioner Maddox:

- No issues.

Commissioner Sauls:

- No issues.

Commissioner Desloge:

- Suggested the Board hold a welcome reception for the incoming FAMU President.
 - *Commissioner Desloge moved, duly seconded by Commissioner Lindley, to ask staff to bring back some ideas for a welcome reception for the new FAMU President.*
 - *Chairman Dozier recommended that the Board hold off until the contract negotiations are complete and suggested the Board, in addition to a welcome reception, send a letter of welcome.*
 - *The motion carried 7-0.*
- Mentioned a travel conflict with the May 27th Healthcare Workshop.
 - *Commissioner Desloge moved, duly seconded by Commissioner Dailey, to direct staff to look at an alternate date for the County Healthcare Workshop. The motion carried 7-0.*
- *Commissioner Desloge moved, duly seconded by Commissioner Lindley, to direct staff to bring back an agenda item with options for County sponsorship of a Florida Association of Counties Legislative reception. The motion carried 7-0.*
- Wished County Administrator Long, Commissioner Proctor and Cathy Jones a “Happy Birthday”.

Vice-Chairman Lindley:

- *Commissioner Lindley moved, duly seconded by Commissioner Dailey, to present a Proclamation in honor of the 100th birthday of the late Reverend C.K. Steele at the Historic Frenchtown event on February 25th. The motion carried 7-0.*

Chairman Dozier:

- On behalf of Chairman Dozier: *Commissioner Desloge moved, duly seconded by Commissioner Maddox, to present a Proclamation at the February 25th meeting recognizing the 2014 Women in Construction Week. The motion carried 7-0.*
- On behalf of Chairman Dozier: *Commissioner Desloge moved, duly seconded by Commissioner Maddox, to present a Proclamation at the February 25th meeting recognizing the Salvation Army’s Human Trafficking Symposium. The motion carried 7-0.*

Receipt and File:

None.

Adjourn:

There being no further business to come before the Board, the meeting was adjourned at 5:24 p.m.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

BY: _____
Bob Inzer, Clerk of the Circuit Court
and Comptroller

DRAFT

**BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA
WORKSHOP
Fire Safety Infrastructure Needs
In Unincorporated Leon County
February 25, 2014**

The Leon County Board of County Commissioners met for a Workshop on fire safety infrastructure needs in unincorporated Leon County on Tuesday, February 25, 2014 at 12:00 p.m.

Present were Chairman Kristin Dozier, Vice Chairman Mary Ann Lindley and Commissioners John Dailey, Nick Maddox, Jane Sauls, Bryan Desloge. Commissioner Bill Proctor was absent. Also present were County Administrator Vincent Long, County Attorney Herb Thiele and Board Secretary Rebecca Vause.

Facilitator(s): Alan Rosenzweig, Deputy County Administrator
Tony Park, Director of Public Works & Community Development
Tom Quillin, Chief, Emergency Medical Services
Kathy Burke, Director, Engineering Services
David McDevitt, Director, Development Support & Environmental Management
Chad Abrams, Deputy Chief, Emergency Medical Services

County Administrator Long recalled that the Board had requested the workshop at its December meeting.

Deputy County Administrator Alan Rosenzweig stated that the workshop responded to a Board request to address concerns about neighborhoods that did not have the water system infrastructure in place to support fire hydrants, particularly within the urban services area. He shared that County staff, along with the City of Tallahassee, Tallahassee Fire Department and Talquin Electric had collaborated on the information provided for the workshop. He indicated that the overall firefighting capabilities of the community are dependent on two factors: the fire suppression capabilities of the fire department and the water infrastructure that supports those activities. Mr. Rosenzweig pointed out that the Comprehensive Plan, Land Development Code, has been instrumental in eliminating a number of the problems in neighborhoods developed after the Urban Services Area (USA) was established. He mentioned that this is a very complex issue that presents unique challenges which are outlined in detail in the Board's workshop material.

Staff provided a power point presentation which summarized how the County might improve the water system in place and make them more capable for supporting urban firefighting. Major points presented for the Board's consideration included:

1. The fire suppression capabilities of the Tallahassee Fire Department and the six volunteer fire departments is sufficient for supplying adequate water to fight fires even in areas where the water system infrastructure does not provide fire hydrants.
2. Many subdivisions that are now located within the USA were developed prior to the adoption of regulations that required provision of fire protection as part of the overall development and there is no requirement for the utility provider to upgrade the system to meet current regulations.
3. Under current regulations, property within the USA can be developed without a central potable water system or fire hydrants if the subject property is deemed to not meet the available water criteria outlined in the regulations.
4. Under current development regulations, property outside the USA can be developed without a central potable water system or fire hydrants. The lower allowable lot density makes it difficult to provide a water system that is economically feasible.

5. The City of Tallahassee Utilities has made improvements to the water system infrastructure that has allowed the placement of additional fire hydrants and includes such considerations in their Masterplan development.
6. Talquin Electric has made improvements to the water system infrastructure to support fire hydrant placement. Water quality considerations must be analyzed to determine if the placement of water lines sufficient to support fire hydrants will meet state standards. In addition, upgrading current water systems for urban firefighting requires upgrades to pipe size and in some instances additional facilities such as wells, pumps, and storage tanks.

Mr. Rosenzweig then provided an overview of staff's recommendations. He advised, on behalf of County Attorney Thiele, that all of the expenditures of public funds for the water system improvements can only be used on public infrastructure, not private neighborhoods.

Commission Discussion:

Commissioner Desloge discussed with staff the criteria for the placement of fire hydrants and asked that a priority list for fire hydrant installations be developed and brought back to the Board.

Commissioner Dailey stated that he was concerned that only \$100,000 has been proposed for fire hydrant placement and asked if further discussions to allocate additional funds for fire safety infrastructure in the rural areas was warranted during budget discussions.

Commissioner Dailey moved, duly seconded by Commissioner Desloge, approval of Options 1, 2, 3, 4, & 5: 1) Increase the annual allocation of funding from the fire services fee that supports fire hydrant placement in areas where the infrastructure will support their placement from \$30,000 to \$100,000; 2) Adopt the proposed draft policy on Criteria for the Placement of Fire Hydrants on Current Water Systems; 3) Direct that fire hydrant placement be considered for funding as part of the Livable Infrastructure for Everyone (L.I.F.E.) Program; 4) Direct staff to include consideration of a 2/3 matching program for water system fire protection improvement projects as part of the L.I.F.E. program funding analysis, and 5) Direct staff to continue working with the City on the Water Masterplan implementation to ensure projects consider fire protection infrastructure improvements where possible.

Chairman Dozier stated that this was a really important issue and assured the public that the County is responding to emergency situations. She commented that she was not opposed to discussing additional funding; however, suggested that she was interested in pursuing alternative solutions (such as gravity tanks), as they may be a less expensive solution than the installation of a water line.

The motion carried 6-0 (Commissioner Proctor absent)

Adjourn:

There being no further business to come before the Board, the workshop was adjourned at 12:31 p.m.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

BY: _____
Bob Inzer, Clerk of the Circuit Court
& Comptroller

WORKSHOP
Leon County Board of Commissioners &
Tallahassee City Commission
2014-1 Comprehensive Plan Amendments
February 25, 2014

The City and County Commissioners met in a joint session in the County Commission Chambers to conduct a workshop to review and discuss the proposed 2014-1 Comprehensive Plan Amendments.

Attending: County Commission – Chairman Kristin Dozier and Commissioners Mary Ann Lindley, John Dailey, Jane Sauls, Nick Maddox, and Bryan Desloge (Commissioner Bill Proctor was absent). City Commission – Commissioners Andrew Gillum, Nancy Miller and Gill Ziffer (Mayor John Marks and Commissioner Scott Maddox absent). Also attending were City Attorney Lew Shelley; Assistant City Attorney Shaw Stiller; County Administrator Vince Long; County Attorney Herb Thiele, and Board Secretary Rebecca Vause.

Call to Order:

Chairman Kristin Dozier called the Joint City/County Workshop on Cycle 2014-1 Comprehensive Plan Amendments to order at 1:35 p.m.

Introductory Comments by Staff

Brian Wiebler, Long Range Principal Planner, stated that the purpose of the workshop was to provide the Commissions an opportunity to discuss the proposed 2014-1 Comprehensive Plan Amendments prior to the upcoming public hearings. He explained that direction received today would be used to develop a consent and discussion agenda for the public hearings. He noted that the Transmittal Hearing would be held on April 8th and the Adoption Hearing on May 27th. Both hearings will be held at 6:00 PM and will be held in the Commission Chambers.

Proposed Amendments

Staff was asked to provide a brief synopsis of each amendment and it was decided that a vote would be taken by commissioners at the end of the presentation.

- **Buena Vista Drive (PCM140101)**

Staff advised that they and the Local Planning Agency recommend approval.

“Urban Residential-2” to “Suburban” for one parcel totaling 0.57 acres. The parcel is located north of West Tennessee Street within the Mobility District and is adjacent to existing commercial uses fronting on West Tennessee Street. The applicant has requested this change to allow for the addition of a vehicle entrance/exit connecting to an adjacent property located at 1800 West Tennessee Street (AJ Sports Bar), also owned by the applicant. The applicant recently completed an addition to the property at 1800 West Tennessee Street which resulted in the elimination of a vehicle driveway. The applicant’s intent is to improve the ease of vehicle traffic flow to and within the property located at 1800 West Tennessee Street.

- **Governor’s Park Corners (PCM140102)**

Staff advised that they and the Local Planning Agency recommend approval.

Chairman Dozier expressed concerns about the recent development along Magnolia Drive and asked that her City counterparts ensure that design standards are followed for future development in the area.

“Urban Residential-2” to “Planned Development” on two parcels totaling 7.24 acres located at the intersection of Blair Stone Road and Governors Square Boulevard on the eastside. The existing Urban Residential-2 category allows a variety of housing types (up to 20 units per acre), but does not permit office and commercial development. The Planned Development future land use category is intended for a mixed of land uses, including residential, office, and commercial development. The subject site is part of Governor’s Park Corners, a 31-acre mixed use development established through a 163 Development Agreement. With regards to the subject parcels, the Development Agreement allows office and multi-family uses on the parcels. However, during the Comprehensive Plan Reform Project in 2007, the parcels were erroneously placed in the Urban Residential-2 land use category which does not allow some of the uses authorized in the Development Agreement. This amendment will correct the error by designating the parcels with the appropriate Planned Development future land use category.

- **Capital Circle Northwest (PCM140103)**

Staff advised that they and the Local Planning Agency recommend approval.

“Industrial” to “Suburban” on three parcels totaling 23.5 acres located at Capital Circle Northwest, between Tharpe Street and the Northwest Passage. Staff also recommends expanding the boundary of the proposed change to incorporate these parcels and one additional developed parcel to the south of the request that is currently designated as Industrial. Two of the parcels have been developed with structures not designed for industrial use (the Moose Lodge and a vacant retail building) and the rear of the third parcel is adjacent to Crescent Hills subdivision and condominiums. The fourth, staff recommended expansion parcel, is located in the City Limits and consists of a commercial park. The proposed Suburban category is more consistent with the existing development patterns, current uses, and expected future development demands. The property owners of the subject site have expressed an interest in this amendment to help expand economic opportunities and for the protection of their current uses.

- **DeSoto Park Drive (PCM140104)**

Staff advised that they and the Local Planning Agency recommend approval.

“Government Operational” to “Suburban” for two parcels totaling 1.27 acres; one property is owned by the Florida Transportation Builder’s Association, the other is owned by F. Alan Cummings and Joseph W. Lawrence. The properties are in a Historic Preservation Overlay, and will remain so. However, the existing Government Operational designation is not appropriate for these privately owned properties. The parcels are located south of Lafayette Street within the DeSoto Park Drive cul-de-sac, in close proximity to existing state-owned buildings and historical sites that will remain in the Government Operational designation. The owners of the parcels support the proposed amendment.

- **North Meridian Street (PCM140105)**

Staff advised that they and the Local Planning Agency recommend approval.

“Government Operational” to “Neighborhood Boundary” for one parcel totaling 0.39 acres owned by Don Yaeger Properties, LLC. The property is within a Historic

Preservation Overlay, and will remain so. However, the existing Government Operational designation is not appropriate for this privately owned property. The parcel is located north of the intersection of North Meridian Street and Miccosukee Road. The owner of this parcel supports the proposed amendment.

- **Mission San Luis (PCM140106)**

Staff advised that they and the Local Planning Agency recommend approval.

“Residential Preservation, Recreation and Open Space, Suburban and University Transition” to “Government Operational” for the Mission San Luis site. The property is 63.35 acres and is owned by the State of Florida. The subject site is located north of West Tennessee Street and west of Ocala Road. The Florida Division of Historical Resources supports this amendment.

- **Governor’s Mansion and the Grove (PCM140107)**

Staff asked that that amendment be continued, as the State may want to include additional parcels in the amendment.

“Recreation and Open Space” to “Government Operational” totaling 10.19 acres; this amendment also requests to change the Future Land Use Map designations for the Governor’s Mansion from “Government Operational” and “Central Urban” to only “Government Operational” on two parcels totaling 2.76 acres. The total acreage for the properties is 12.95 acres. The properties are bordered by North Duval Street to the west, North Monroe to the east, West 3rd Avenue to the north, and East Brevard Street to the south. The properties are owned by the State of Florida. The Florida Division of Historical Resources and the Florida Division of Real Estate Development and Management support the proposed amendment.

- **Northeast Park (PCM140108)**

Staff advised that they and the Local Planning Agency recommend approval.

“Rural” to “Governmental Operational” on one parcel totaling approximately 100 acres. The parcel is located east of Thomasville Road/U.S. Highway 27 at the intersection of Proctor Road. This parcel was purchased by Leon County to create an active recreation park in an underserved area of the County.

- **Lake Overstreet Addition (PCM140109)**

Staff advised that they and the Local Planning Agency recommend approval.

“Lake Protection” & “Residential Preservation” to “Recreation/Open Space” on three parcels totaling 858 acres. The parcel is located east of Meridian Road between Maclay and Mill Landing roads. These three parcels were purchased by the State of Florida to add to the existing Alfred B. Maclay Gardens State Park. The Florida Department of Environmental Protection supports the proposed amendment.

- **Text – (PCT140110)**

WITHDRAWN BY APPLICANT

- **Text – Changes to Suburban Category Per – Parcel Development Limitations (PCT140111)**

Staff advised that they and the Local Planning Agency recommend approval.

Amend the Future Land Use element to address the per-parcel development limitations within the Suburban future land use category. Current policies within the Suburban future land use category restrict large-scale development and discourage parcel amalgamation due to the existing 200,000 square feet per parcel development limitation. Unintentionally, this limitation encourages the subdivision of parcels to accommodate large-scale developments and lengthens the development review process for applicants. Removing this limitation will improve local economic and development opportunities for parcels currently designated within the Suburban future land use category. The proposed text amendment will not affect environmental or concurrency requirements related to future development.

- **Text – Lake Protection Minimum Lot Size (PCT140112)**

Staff advised that they and the Local Planning Agency recommend approval.

This proposed policy amendment was recommended by the Planning Department and authorized by the Leon County Board of County Commissioners at a workshop on November 19, 2013. The amendment is intended to eliminate the ½-acre minimum lot requirement for cluster developments in the unincorporated areas of the Lake Protection future land use category where sewer facilities are available.

ACTIONS TAKEN BY THE COMMISSIONS

- On behalf of the County: *Commissioner Desloge moved, duly seconded by Commissioner Sauls, to approve the full list of amendments as modified (postponement of PCM140107). The motion carried 6-0 (Commissioner Proctor absent).*
- On behalf of the City: *Commissioner Gillum moved, duly seconded by Commissioner Miller, to approve the full list of amendments, as modified (postponement of PCM140107). The motion carried 3-0 (Mayor Marks and Commissioner Maddox absent).*

Adjourn:

There being no further business to come before the Board, the workshop was adjourned at 1:45 PM.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

BY: _____
Bob Inzer, Clerk of the Circuit Court
and Comptroller

**BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA
REGULAR MEETING
February 25, 2014**

The Board of County Commissioners of Leon County, Florida, met in regular session at 3:00 p.m. with Chairman Kristin Dozier presiding. Present were Vice Chairman Mary Ann Lindley, and Commissioners Nick Maddox, Bill Proctor, John Dailey, Bryan Desloge, and Jane Sauls. Also present were County Administrator Vincent Long, County Attorney Herb Thiele, and Board Secretary Rebecca Vause.

The Invocation was provided by Commissioner Bryan Desloge, who then led the Pledge of Allegiance.

Awards and Presentations

- Chairman Kristin Dozier presented a Proclamation designating March 2-8 as “Women in Construction Week 2014”. Accepting the Proclamation on behalf of Chapter #72 of the National Association of Women in Construction were Jackie Wilson and Carolyn Bibler. They expressed appreciation for the recognition and encouraged all women involved in the construction industry to join their organization.
- Chairman Kristin Dozier presented a Proclamation promoting the Salvation Army’s Human Trafficking Symposium. Bill Barnes, Salvation Army Vice Chairman accepted the proclamation on behalf of the organization and thanked the Board for its recognition. He announced that the symposium would be held on Wednesday, February 26 from 9:00 AM to 2:00 PM at the Allen Road location.
- Vice-Chairman Mary Ann Lindley presented a Proclamation honoring the 100th Birthday of the Late Reverend Dr. Charles Kenzie Steele, Sr. Mr. Curtis Taylor, Vice-President of Housing for the Urban League accepted the Proclamation on behalf of its Board, its Chairman and its President. Also in attendance was Mr. Delaitre Hollinger who accepted the Proclamation on behalf of Dr. Steele’s sons.

Consent:

Commissioner Sauls moved, duly seconded by Commissioner Dailey, to approve the Consent Agenda. The motion carried 7-0.

1. Adoption of Proposed Revised Policy No. 02-12, “Leon County Investment Policy”

The Board approved Option 1: Adopt the proposed revised Policy No. 02-12, “Leon County Investment Policy”.

2. Ratification of Board Actions Taken at the February 11, 2014 Workshop on the Cultural Plan Review Committee’s Final Report and Recommendations

The Board approved Option 1: Ratify the Board’s actions taken at the February 11, 2014 Workshop on the Cultural Plan Review Committee’s Final Report and Recommendations

3. Approval to Sponsor the Florida Association of Counties’ 2014 Legislative Day

The Board approved Option 1: Approve the Budget Amendment Request in the amount of \$10,000 to sponsor the Florida Association of Counties’ 2014 Legislative Day.

4. Approval of Payment of Bills and Voucher Submitted for February 25, 2014, and Pre-Approval of Payment of Bills and Vouchers for the Period of February 26, 2014 through March 10, 2014

The Board approved Option 1: Approve the payment of bills and vouchers submitted for February 25, 2014, and Pre-Approval of Payment of Bills and Vouchers for the Period of February 26, 2014 through March 10, 2014.

5. Adoption of Proposed New “Vending Machine Services Policy”

The Board approved Options 1 & 2: 1) Adopt the proposed new “Vending Machine Services Policy”, and 2) Authorize staff to issue a Request for Proposals for vending machine services.

6. Request to Schedule the Second Public Hearing on a Community Development Block Grant FFY 2013 Housing Application for Tuesday, March 11, 2014 at 6:00 p.m.

The Board approved Option 1: Schedule the second public hearing on a Community Development Block Grant FFY 2013 Housing Application for Tuesday, March 11, 2014 at 6:00 p.m.

7. Acceptance of the Affordable Housing Advisory Committee’s 2014 Report of Recommendations

The Board approved Options 1 & 2: 1) Accept the Affordable Housing Advisory Committee’s 2014 Report of Recommendations, and 2) Schedule the presentation of the Affordable Housing Advisory Committee’s 2014 Final Report of Recommendations for the March 11, 2014 regular meeting.

8. Acceptance of the 2012-2013 Annual Report of the Code Enforcement Board and the Code Compliance Program

The Board approved Option 1: Accept the 2012-2013 Annual Report of the Code Enforcement Board and the Code Compliance Program.

9. Acceptance of Status Report on the January 13, 2014 Department of Development Support and Environmental Management’s “Lunch and Learn” Meeting

The Board approved Option 1: Accept the status report on the Department of Development Support and Environmental Management’s “Lunch and Learn” Meeting on January 13, 2014.

10. Acceptance of the Leon County Citizens Advisory Water Resources Committee 2013 Annual Report

The Board approved Option 1: Accept the Leon County County-wide Citizens Water Resources Committee 2013 Annual Report

11. Adoption of a Resolution Expressing Support and Urging the Florida House of Representatives, the Florida Senate, and Governor Scott, to Fully Support Medicaid Expansion

The Board approved Option 1: Adopt the proposed Resolution expressing support and urging the Florida House of Representatives, the Florida Senate, and Governor Scott, to fully support Medicaid expansion.

Citizens to be Heard on Non-Agendaed Items (3-minute limit per speaker; there will not be any discussion by the Commission)

- Chairman Dozier confirmed that there were no speakers on Non-Agendaed Items.

General Business

12. Approval of Animal Services Center Interlocal Agreement with City of Tallahassee with an Effective Date of October 13, 2013

County Administrator Long introduced the item. He announced that the effective date of the Agreement is retroactive to October 13, 2013 and would provide for a better allocation of operating and capital costs between the City and County. Additionally, it would provide for improvements on how the Animal Services Center is managed and governed through the implementation of standard operating procedures. He added that the initial term of the Agreement is five years, with four five-year extensions. County Administrator Long thanked County staff for their work with City staff to effectuate the new Agreement.

Commissioner Lindley moved, duly seconded by Commissioner Desloge, approval of Options 1 & 2: 1) Approve the recommended Animal Services Center Interlocal Agreement with the City of Tallahassee, with an effective date of October 13, 2013, and 2) Authorize staff to bring back revisions to the Leon County Code of Laws to implement the terms of the Tallahassee-Leon County Animal Service Center Agreement.

Commissioner Desloge voiced an interest in a discussion to bring the two entities together (one to run the animal shelter and one to respond to calls in the field), but with one set of codes, uniforms, etc. County Administrator Long responded that staff will bring back an agenda item which addresses the standardization of the two ordinances (City's and County's) and to seek additional Board direction.

Chairman Dozier pointed out that the Animal Shelter Advisory Board is currently comprised of City residents only and requested that the agenda item include consideration to have County appointees on the Advisory Board. *This was offered as a friendly amendment, which was accepted by Commissioner Lindley.*

The motion as amended, carried 6-1 (Commissioner Proctor in opposition).

13. Consideration of 2014 Operation Thank You – In Honor of World War II Veterans and Remembrance of D-Day

County Administrator Long introduced the item. He recollected that Operation Thank You began in 2012 as a way to honor returning veterans of the Iraq and Afghanistan military campaigns, as well as those serving in the armed forces and has now become an annual tribute. He stated that the item recommends that this year's event honor World War II veterans and commemorate the 70th anniversary of World War II's D-Day and that there are over 1,000 World War II veterans residing in Leon County.

Commissioner Dailey moved, duly seconded by Commissioner Desloge, approval of Options 1 & 2: 1) Approve the proposed 2014 Operation Thank You – In Honor of World War II Veterans and Remembrance of D-Day, and schedule for Friday, June 6, 2014, and 2) Direct staff to prepare a Proclamation honoring the service of local World War II Veterans to be presented at the 2014 Operation Thank You event.

Chairman Dozier suggested that staff explore honoring Korean War veterans for the 2015 Operation Thank You.

The motion carried 7-0.

14. Consideration of Proposed Partnership with The Village Square

County Administrator Long introduced the item. He shared that the Board, at its December retreat, asked staff to explore a potential partnership with The Village Square and bring back a proposal. He explained that the proposed partnership would reinforce the County's efforts to engage citizens and offers the "Club of Honest Citizens", which endeavors to reach a broad spectrum of citizens to engage in in-depth discussions on issues in an informal setting. He added that the partnership would complement the Citizen Engagement Series and has a fiscal impact of \$26,500.

Commissioner Desloge remarked that this partnership clearly puts Leon County in the forefront of citizen engagement when compared to other counties throughout the State.

Commissioner Desloge moved, duly seconded by Commissioner Dailey, approval of Options 1, 2, & 3: 1) Approve the partnership with The Village Square that would include the establishment of the Club of Honest Citizens program in the amount of \$26,500; 2) Approve the Budget Amendment Request, and 3) Direct staff to continue to host the citizen Engagement Series. The motion carried 7-0.

15. Ratify the Board Actions Taken at the February 11, 2014 Workshop to Review the Sales Tax Committee's Final Report and Consider the Continuation of the Local Government Infrastructure Surtax, and Approval of Budget Amendment Request in the amount of \$100,000 to Support a Community Education Program

County Administrator Long introduced the item and indicated that staff was available to answer any questions the Board may have.

Speakers:

- Kim Rivers, stated that she was a member of both the Sales Tax Extension and Imagine Tallahassee Committees, and urged the Board to adopt the final recommendations offered by the Sales Tax Committee for economic development. She also provided a history and summary of the efforts and recommendation of Imagine Tallahassee.
- Curtis Baynes, 1323 E. Tennessee Street, submitted that there are a lot of infrastructure needs throughout the County and did not support using infrastructure dollars for non-infrastructure projects.

Commissioner Lindley suggested that the dollar amount of \$75 million for economic development be replaced with a 10% allocation of the sales tax proceeds. She remarked that the amount of money being considered for economic development was quite an investment in the community and that all projects create economic development.

Commissioner Lindley moved, duly seconded by Commissioner Dailey, approval of Options 1 & 2, as amended: 1) Ratify Board Actions at the February 11, 2014 workshop to review the Sales Tax Committee's final report and consider the continuation of the Local Government Infrastructure Surtax, and 2) Approve the Budget Amendment Request in the amount of \$100,000 to support a community education program. The Board amended its earlier action to affirm a 10% funding amount rather than a set dollar amount of \$75.6 million for economic development.

Commissioner Proctor asked how the motion would affect the LIFE program. County Administrator Long stated that the motion amends the previous action of the Board to convert a set dollar amount to a percentage of sales tax dollars collected. He added that the motion does not affect the LIFE program.

Commissioner Dailey voiced support for the motion; however, presented the idea of readdressing the 12% for economic development projects and reminded the Board that it (12%) was the recommended percentage from Imagine Tallahassee and the Sales Tax Committee. He pointed out the success staff has had in leveraging the current sales tax dollars and suggested that staff has been very conservative in its forecasting of 12% leveraging (actual leveraging has been approximately 25%). The 15% difference provides the Board leverage to fund the LIFE program at 2% and create an economic development amount that is agreeable to everyone. Commissioner Dailey also discussed the importance of a unified body and stated that he would support whatever the Board deemed was an appropriate percentage for economic development projects.

Commissioner Desloge articulated that the Board's number one priority for years has been economic development and could support Commissioner Dailey's recommendation of 12% and 2% for the LIFE program. He expressed some concerns about too much focus on projected projects and suggested that the public be reminded of the projects that have been accomplished with the current penny sales tax.

Commissioner Lindley opined that the community is not so much enamored with economic development projects as they are with tangible infrastructure projects. She stated her number one priority is passage of the sales tax extension referendum and is sensitive to the multitude of infrastructure needs throughout the County.

Commissioner Proctor discussed his concerns about allocating 10% or 12% of the sales tax dollars for projects that are not measurable or clearly defined. He asserted that Imagine Tallahassee was a third-party entity created by the Sales Tax Committee and found their ownership of a portion of blueprint monies "amazing". He suggested an allocation of 5% for economic development with the additional 7% going towards the LIFE program; however, opined 10% was sufficient and supported Commissioner Lindley's motion.

Commissioner Sauls conveyed her support for the 10% allocation and rendered this a very generous amount for economic development. She emphasized the importance of investment in the rural community.

Commissioner Dailey confirmed with County Attorney Thiele if he had no conflict of interest on this item, as this was merely a ratification of a Board action in which Commissioner Dailey had recused himself.

Chairman Dozier spoke on the governance structure approved by the Board for proposed economic development projects and affirmed with County Administrator Long that the structure would be part of the Interlocal Agreement. She also clarified that the economic development projects listed in Table #1 of the Board's agenda packet would be included in the Interlocal Agreement.

Commissioner Dailey offered a substitute motion, duly seconded by Commissioner Desloge, to approve Options 1 & 2, as amended 1) Ratify Board Actions at the February 11, 2014 workshop to review the Sales Tax Committee's final report and consider the continuation of the Local Government Infrastructure Surtax, and 2) Approve the Budget Amendment Request in the amount of \$100,000 to support a community education program, and designate 12% of sales tax extension dollars for economic development.

Chairman Dozier expressed concerns about the substitute motion without more discussion as the amount for infrastructure projects is now 66%. She stated that she could support at this time, but could not commit to it when a final vote is taken.

Commissioner Dailey responded that he believed that the County can achieve all its goals with leveraging.

The substitute motion carried 4-3 (Commissioners Lindley, Sauls and Proctor in opposition).

16. Approval of Agreement Awarding bid to Jenkins Roofing in the Amount of \$457,895 for the 25-Year Warrantied Reroofing of the Bank of America Building

County Administrator Long introduced the item. He conveyed that Jenkins Roofing was the lowest responsive bidder and exceeded the aspirational targets for WMBE.

Commissioner Desloge moved, duly seconded by Commissioner Dailey, approval of Option 1: Approve the Agreement awarding Bid to Jenkins Roofing in the amount of \$457,895 for the 25-year warrantied reroofing of the Bank of America Building, and authorize the County Administrator to execute. The motion carried 7-0.

17. Approval of Agreement Awarding Bid to ACC Advanced Coatings in the Amount of \$314,228 for Waterproofing of the Bank of America Building

County Administrator Long introduced the item. He stated that the item has been budgeted in the FY 13/14 Capital Improvement Program Budget and funding is available

Commissioner Dailey moved, duly seconded by Commissioner Desloge, approval of Options 1 & 2: 1) Approve the Agreement awarding bid to ACC Advanced Coatings in the amount of \$314,228 for waterproofing of the Bank of America Building, and authorize the County Administrator to execute, and 2) Approve the expenditure of no more than \$11,000 for inspections that qualify Leon County to receive a 20-year labor and material warranty available from the system manufacturer. The motion carried 7-0.

18. Consideration of Full Board Appointment of Two County Commissioners to the Value Adjustment Board

County Administrator Long introduced the item. He stated that currently Commissioners Dozier and Maddox serve on the Value Adjustment Board (VAB) and both are eligible for reappointment.

Commissioner Lindley moved, duly seconded by Commissioner Proctor, the reappointment of Commissioners Maddox and Dozier to the Value Adjustment Board.

Chairman Dozier shared, that while she did not mind serving on the VAB, she was serving on a number of other Boards and asked if there were another commissioner that would serve in her stead. Commissioner Sauls offered to serve.

Commissioner Lindley amended her motion, which was duly seconded by Commissioner Proctor, to appoint Commissioners Maddox and Sauls to the Value Adjustment Board. The motion carried 7-0.

Citizens to be Heard on Non-Agendaed Items (3-minute limit per speaker; Commission may discuss issues that are brought forth by speakers.)

- Chairman Dozier confirmed that there were no speakers on Non-Agendaed Items.

Comments/Discussion Items

County Attorney Thiele:

- Wished his father a happy 94th birthday.

County Administrator Long:

- No issues.

Commissioner Discussion Items

Commissioner Proctor:

- Commented that the temperature in his and his aide's office was too cold and asked for a separate thermostat to help regulate the temperature.
 - *Commissioner Proctor moved to direct staff to bring back an overview of what it would take to put a separate thermostat in his aide's office to help control the temperature of their offices. The motion died for lack of a second.*
 - Chairman Dozier commented on the temperature fluctuations on the commission side of the fifth floor and confirmed with County Administrator Long that staff would look into the situation.

Commissioner Dailey:

- Expressed appreciation for the Board's discussion on the sales tax extension and thanked the Board for allowing staff to go back and review the economic forecasting model being used to determine if a 12% or 10% economic development allotment was appropriate.
- Shared that he has received numerous calls recently regarding backyard burnings in established neighborhoods outside the urban services boundary.
 - *Commissioner Dailey moved, duly seconded by Commissioner Maddox, to direct staff to look at regulations of backyard burning in established neighborhoods and bring back an agenda item with analysis and recommendations, taking into account neighborhood size and density. The motion carried 7-0.*
- Wished Commissioner Desloge the best of luck in his bid for Second Vice President of NACo.

Commissioner Maddox:

- Declared that funding for the LIFE program was a priority for him and should be included as a tier 1 priority for the sales tax extension. He added that when the issue comes back he hopes the economic forecasting models keep funding for the LIFE program intact. However, if not he will need to reassess his stance on the percentage for economic development projects.

Commissioner Sauls:

- No issues.

Commissioner Desloge:

- Relayed that he would be traveling and unable to make the May 27th Board meeting. He requested that he be allowed to participate in the meeting via conference call.
 - The Board determined that extraordinary circumstances existed to approve Commissioner Desloge's request to participate via conference call.
 - *Commissioner Desloge moved, duly seconded by Commissioner Lindley, to allow Commissioner Desloge to participate in the May 27th meeting telephonically. The motion carried 7-0.*
- Thanked the Board for its support in his bid for Second Vice President of NACo.

Vice-Chairman Lindley:

- Expressed her enjoyment in participating in the Tourist Development's African-American Heritage Tour.

Chairman Dozier:

- On behalf of Chairman Dozier: *Commissioner Dailey moved, duly seconded by Commissioner Desloge, to present a proclamation at the March 11th meeting, recognizing March 2014 as Purchasing Month. The motion carried 7-0.*
- Commented that, whether the final percentage for economic development is 10 of 12 percent, those funds will benefit the community tremendously.

Receipt and File:

- Leon County Educational Facilities Authority Financial Statements – September 30, 2013.

Adjourn:

There being no further business to come before the Board, the meeting was adjourned at 4:28 p.m.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

BY: _____
Bob Inzer, Clerk of the Circuit Court
And Comptroller

**BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA
REGULAR MEETING
March 11, 2014**

The Board of County Commissioners of Leon County, Florida, met in regular session at 3:00 p.m. with Chairman Kristin Dozier presiding. Present were Vice Chairman Mary Ann Lindley, and Commissioners Nick Maddox, Bill Proctor, John Dailey, Bryan Desloge, and Jane Sauls. Also present were County Administrator Vincent Long, County Attorney Herb Thiele, and Board Secretary Rebecca Vause.

Chairman Dozier called to the meeting to order at 3:03 P.M.

The Invocation was provided by Reverend Nancy Dahlberg of the United Church. Chairman Dozier then led the Pledge of Allegiance.

Awards and Presentations

- Charles Hargraves, Blueprint Executive Director, provided the last video update on the opening of Cascades Park. He announced that the parks grand opening would be held on Friday, March 14th at 10:00 and would continue through Saturday.
- Chairman Kristin Dozier presented a Proclamation recognizing March 2014 as Purchasing Month. The Proclamation was accepted by Shelley Kelly, County Purchasing Director along with several members of the Purchasing Office staff.

As a point of privilege, Commissioner Dailey acknowledged the attendance of Leadership Tallahassee Class 31.

Consent:

Commissioner Sauls moved, duly seconded by Commissioner Desloge to approve the Consent Agenda. The motion carried 7-0.

1. Approval of the Minutes of the January 21, 2014 Regular Meeting

The Board approved Option 1: Approve the minutes of the January 21, 2014 Regular Meeting.

2. Acceptance of the Annual Investment Report for Fiscal Year 2012-2013

The Board approved Option 1: Adopt the Annual Investment Report for Fiscal Year 2012-2013.

3. Acceptance of the FY 2012/2013 Annual Audit and Financial Report

The Board approved Option 1: Accept the FY 2012/2013 Annual Audit and Financial Report, and authorize the Chairman to sign letter transmitting the report to the Auditor General.

4. Approval of Payment of Bills and Vouchers Submitted for March 11, 2014, and Pre-Approval of Payment of Bills and Vouchers for the Period of March 12 through April 7, 2014

The Board approved Option 1: Approve the payment of bills and vouchers submitted for March 11, 2014, and Pre-Approval of Payment of Bills and Vouchers for the Period of March 12 through April 7, 2014.

5. Approval of the Proposed Establishment of an OPS Records Technical Position at the Department of Development Support & Environmental Management

The Board approved Option 1: Approve the proposed establishment of an OPS Records Technician position at the Department of Development Support and Environmental Management, and approve the Resolution and associated Budget Amendment Request.

6. Acceptance of Declaration of Covenants and Restrictions from Leon County Public Works for Miccosukee Community Park Project for Recording in the Public Records

The Board approved Option 1: Approve and accept for recording the Declaration of Covenants and Restrictions from Leon County Public Works for Miccosukee Community Park Project.

7. Approval of the Young Men's Christian Association, Inc. Lease Modification

The Board approved Options 1 & 2: 1) Approve the modifications to the Capital Region Young Men's Christian Association, Inc. Lease, and 2) Authorize the County Administrator to execute an amendment to the Capital Region Young Men's Christian Association, Inc. Lease, in a form approved by the County Attorney.

8. Adoption of Proposed New Policy "Leon County Outreach Partnership and Enhanced Navigation (OPEN) for Business Program" and Adoption of Proposed Revised Policy No. 03-07, "Transportation Corridor Study Public Participation (p2) Program"

The Board approved Options 1 & 2: 1) Adopt proposed policy, "Leon County Outreach Partnership and Enhanced Navigation (OPEN) for Businesses Program", and 2) Adopt proposed revised Policy No. 03-07, "Transportation Corridor Study Public Participation (p2) Program".

9. Approval of the Plat of Timberlane Park Center Subdivision for Recording in the Public Records

The Board approved Option 1: Approve the plat of Timberlane Park Center subdivision for recording in the Public Records, contingent upon staff's final review and approval.

10. Approval of the Plat of Sierra Woods Gardens, Unit III Subdivision for Recording in the Public Records

The Board approved Option 1: Approve the plat of Sierra Woods Gardens, Unit III for recording in the Public Records.

11. Approval of Construction Agreement with the Florida Department of Transportation for Leon County Facility Guide Sign Installation on State-Maintained Roads

The Board approved Option 1: Approve the Construction Agreement with Florida Department of Transportation for the installation of Facility Guide Signs on State-

maintained roads, and authorize the County Administrator to execute in a form approved by the County Attorney.

12. Approval of Position Reclassification and Staffing Realignment within the Division of Operations

The Board approved Option 1: Approve the position reclassification and staffing realignments within the Division of Operations.

13. Approval of Contract Amendment with Advon Corporation for the Construction of Miccosukee Park Improvements

The Board approved Option 1: Approve the First Amendment to the Agreement with Advon Corporation for the Miccosukee Community Park Improvements, and authorize the County Administrator to execute.

14. Acceptance of 2013/2014 Ongoing Commissioner Discussion Items Status Report

The Board approved Option 1: Accept the FY 2013/2014 Ongoing Commissioner Discussion Items Status Report.

15. Accept the Affordable Housing Advisory Committee's 2014 Final Report of Recommendations

The Board approved Options 1, 2, & 3: 1) Accept the Affordable Housing Advisory Committee 2014 Report of Recommendations; 2) Accept the State Housing Initiative Partnership Local Housing Assistance Plan, and 3) Approve the Resolution adopting the Local Housing Assistance Plan.

16. Acceptance of Supervised Pretrial Release Division's Annual Report

The Board approved Option 1: Accept the Supervised Pretrial Release Division's Annual Report, and authorize staff to submit to Clerk of Court.

17. Acceptance of a Status Report Regarding Strategic Initiatives Related to the Provision of Services for Leon County Seniors

The Board approved Option 1: Accept the status report regarding the strategic initiatives related to the provision of services to Leon County Seniors.

18. Acceptance of a Status Update on the County Sustainability Program

The Board approved Option 1: Accept the status update on the County Sustainability Program.

Citizens to be Heard on Non-Agendaed Items (3-minute limit per speaker; there will not be any discussion by the Commission)

- Jim Wiley, 5359 Pembroke Place, appeared on behalf of Elder Care Services. He distributed an update on their legislative request to keep frail seniors in their homes and out of long term care. He expressed appreciation to the Board for its support of the request and stated that he looks forward to working with County to get the legislation passed.
- Michael Gavin, a member of NAMI, a Korean and Vietnam veteran and a member of America Legion Post 13. He appeared on behalf of all persons with disabilities who are

affected by the new parking procedures at the Main Library. He stated that most are on fixed incomes and cannot afford to pay every time they visit and exit the library. He requested the County consider a method to resolve the issue.

- Courtney Adkins, Director of Whole Child Leon, provided an update on the ongoing initiatives available through the agency regarding issues of children and families.
- Curtis Baynes, 1323 E. Tennessee Street, thanked the Commissioners for their participation in the “speed dating” event held on February 27th. He added that there were very few comments/discussion on the sales tax issue and he continues to have concerns about the proposed spending for non-infrastructure projects, i.e., economic development and operation of parks.

General Business

19. Authorization to Purchase a New Voting System from Dominion Voting Systems

County Administrator Long introduced the item. He stated that the item has been budgeted and adequate funding is available. He added that the Supervisor of Elections Ion Sancho was available to answer any questions the Board may have.

Commissioner Maddox moved, duly seconded by Commissioner Sauls, approval of Option 1 a-c: As recommended by the Supervisor of Elections and authorized by Florida Statute:

- a. Accept sole source justification for the purchase of the Dominion Voting Systems and Authorize the Chairman to send a letter stating such to the Director of the Florida Division of Elections;*
- b. Authorize the County Administrator to execute an Agreement, in a form approved by the County Attorney, for the purchase of a new voting system from Dominion Voting Systems, and*
- c. Authorize the Chairman to send a letter to the Director of the Florida Division of Elections regarding the availability of surplus equipment to other Florida counties.*

Commissioner Desloge stated that he was very hesitant to approve a \$2 million purchase through a sole source process.

Commissioner Dailey too was concerned about such a purchase without going through the RFP process and deemed it an issue of transparency. He was also curious about the timeline and why the County is in a position to have to purchase the new equipment so quickly.

Supervisor of Elections Ion Sancho explained that this purchase has been planned and funds have been set-aside awaiting technology to become available that will allow persons with disabilities to use the same voting machine as non-disabled voters. He stated that this is state of art equipment and the only one that combines the votes. Mr. Sancho conveyed while there are two companies that could respond to an RFP, Dominion was the only one that provides a machine certified to provide the technology for both non-disabled and disabled voters and deemed it a superior system.

Commissioner Dailey continued to maintain his commitment to the RFP process and suggested that timeframes for purchase of new equipment be considered in the future.

Commissioner Maddox commented that his motion was based on his confidence in the Supervisor of Elections and was satisfied with his remarks on the technology offered by the Dominion Voting Systems machines. He maintained that while he is cognizant of the purchase process he was satisfied by the remarks of Mr. Sancho and was ready to move forward with the purchase.

Commissioner Desloge asserted that some communication should have been occurring between the Supervisor of Elections Office and the County regarding the anticipated purchase. He stated that he could not support the request.

Mr. Sancho responded that his office is commitment to making sure that citizens can cast their votes in the same manner as the non-disabled and reiterated that the equipment could not be purchased until it was certified by the State, which was in December 2013.

Commissioner Proctor proclaimed that Supervisor of Elections Sancho was an expert in his field and an "icon" among election supervisors. He indicated that he would support the purchasing request. He also confirmed with County Attorney Thiele that the RFP process can be waived when it is determined that there are exceptional circumstances whereby the service or equipment can only be purchased by one supplier.

Commissioner Sauls stated that she has served on the Canvassing Board and knows how dedicated Mr. Sancho is to the election process. She will support the motion.

Commissioner Desloge clarified that his opposition to the sole source purchase was in no way a reflection of the Supervisor's capability. His concern is the process and he cannot in good conscious support the motion.

Commissioner Dailey also acknowledged the competency of the Supervisor; however, continued to speak against the sole source purchase. He remarked that the Supervisor of Elections Office had negotiated a contract with the vendor without any actions being taken by the Board. He stated that he had a problem with the process and would vote against the motion.

Chairman Dozier stated that while she is a proponent for process, the agenda item provides justification for the purchase and reflects that this is a unique circumstance. She also encouraged better communication between the Supervisor of Elections Office and the Board.

The motion carried 5-2 (Commissioners Desloge and Dailey in opposition).

20. Consideration of a Welcome Reception for Incoming Florida A&M University President Elmira Mangum

County Administrator Long introduced the item. He stated that the Board requested the agenda item at its February 11th meeting.

Commissioner Maddox moved, duly seconded by Commissioner Lindley, approval of Options 1, 2, & 3: 1) Approve the proposed Welcome Reception for incoming Florida A&M University President Elmira Magnum to take place in the County Commission Chambers prior to a regularly scheduled Board meeting; 2) Authorize the Chairman to send a welcome letter to incoming Florida A&M University President Elmira Mangum, and 3) Approve the Budget Amendment Request. The motion carried 7-0.

21. Establishment of the FY 2015 Maximum Discretionary Funding Levels for Outside Agencies

County Administrator Long introduced the item. He stated that the item reflects the Board's direction to align non-departmental appropriations to appropriate County

program area budgets for more efficient monitoring and to direct some funding request to Tourism Development.

Commissioner Proctor requested clarification on funding sources for the construction of the homeless shelter, particularly Community Redevelopment Agency (CRA) funding. County Administrator Long responded that the CRA's support for the project was directed toward the move and acquisition of the land associated with it. He added that the Board approved \$100,000 for five years, for a total appropriation of \$500,000 for building of the Shelter. This funding amount was matched by the City of Tallahassee and the United Way. Commissioner Proctor recalled that \$1.8 million had been designated by the CRA for the Shelter and asked that this be "flagged" for further information as he was unsure why the Board should allocate another \$100,000 toward the Shelter.

Commissioner Proctor also requested the Board allow the Tallahassee Boys Choir, a successful program serving at-risk boys, to apply to be a permanent line item funding agency that could submit applications for funding during the current budget cycle. He also questioned funding for the Palmer Monroe Teen Center and TMH Trauma Center.

Commissioner Dailey opined that the goal of moving away from line item funding and placing into departmental budgets, or, when appropriate, into the TDC is appropriate. He stated that he was comfortable with staff's recommendation.

Commissioner Dailey moved, duly seconded by Commissioner Desloge, approval of Options 1, 2, 3, 4, 5, & 6: 1) Budget provision line-item funding as contractual services in individual departmental budgets, and subsequent to the approval of the FY 2015 budget, authorize the County Administrator to execute the associated contracts, in a form approved by the County Attorney's Office: Disc Village, Whole Child Leon, United Partners for Human Services, Tallahassee Memorial Healthcare Trauma Center, Economic Development Council, Keep Tallahassee-Leon County Beautiful, Oasis Center, Tallahassee Trust for Historic Preservation, and Council on Culture & Arts; 2) Continue to budget "The Friends of the Library," Veteran's Parade, and "Operation Thank You!" events in the appropriate division operating budget; 3) Approve the annual special event funding as follows, including the establishment of a \$15,000 account for County Table/Community Events and adopt the proposed revised Policy No. 93-44 "Fiscal Planning" to reflect this change:

- Celebrate America 4th of July Celebration \$2,500
- Dr. Martin Luther King Celebration (Inter Civic Southern Leadership Council of Tallahassee) \$4,500
- NAACP Freedom Fund Award (Tallahassee NAACP) \$1,000
- Soul Santa (Frenchtown \$2,500 and Walker Ford \$1,500) \$4,000
- County Table/Community Event Funds \$15,000

4) Establish the FY 2015 Discretionary Funding at a level to be determined by the Board, as follows:

Funding Type	FY 2014 Funding Level	FY 2015⁽¹⁾
CHSP	\$825,000	\$825,000
Homeless Shelter Construction ⁽²⁾	\$0	\$100,000 ⁽³⁾
Palmer Monroe Teen Center	\$150,000	\$150,000

Total	\$975,000	\$1,075,000
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⁽¹⁾ Amount to be established by the Board

⁽²⁾ Fixed Time Limited per Interlocal Agreement

⁽³⁾ Funding amount authorized at the January 21, 2014 BCC Meeting

- 5) Request the Capital City Classic and the Downtown Business Association – New Year’s Eve Celebration apply for Tourism Development grant funding and do not include for special event funding, and
- 6) Do not continue the Youth Sports Funding Program.

Chairman Dozier stated that she too was pleased that certain line items had been moved into departmental budgets. In response to Commissioner Proctor’s comments, she conveyed that the CRA money was used to purchase the existing shelter property.

Commissioner Proctor advocated for and reiterated his request to allow the Tallahassee Boys Choir to submit application for funding.

Commissioner Dailey, as the maker of the motion, stated that he was hesitant to accept the amendment, as the Boys Choir has not made application for funding. He also pointed out that if the Boys Choir is receiving CHSP funding, they would not be allowed to receive additional funding from the County.

Commissioner Desloge noted that the County’s discretionary spending, compared to peers around the state, is higher and richer. He urged the Board to show restraint in its spending even though there may be some signs that the recession is easing. Additionally, he expressed some concerns about how to bridge the gap in the Economic Development’s Council’s role, if the economic development portion of the sales tax referendum passes.

Commissioner Maddox received additional information on the process youth sports teams have to go through to get funding and how the teams are informed that the funds are available.

Chairman Dozier commented that there have been changes to the CHSP process and would like to engage in discussion on how to make the process stronger.

Commissioner Proctor stated that he would vote against the motion in protest of the absence of funding for the Boys Choir.

The motion carried 6-1 (Commissioner Proctor in opposition).

22. Consideration of a Funding Request from Florida Veterans Foundation, Inc. in the Amount of \$10,000 for the Homeless Veterans Stand Down

County Administrator Long introduced the item. He noted that the Board had supported the request in 2013 and should the Board wish to continue, funding is available in the Veteran Services Military Grant Program.

Speaker

- Washington Sanchez, 2229 Gates Drive, Chairman, Florida Veterans Foundation, Inc., provided a flyer on the 2014 Homeless Veterans Stand Down, along with information on the 2013 Stand down. He mentioned that the event is conducted in collaboration with the Department of Veterans Affairs and over 200 cities around the County would hold similar events. He noted that event sponsors are not responsible for the participants and no verification is done. He announced that the

event would take place April 4-6 at the North Florida Fairgrounds and has a goal to serve and provide housing information to local homeless veterans.

Commissioner Dailey moved, duly seconded by Commissioner Desloge, approval of Option 1: Approve the funding request from Florida Veterans Foundation, Inc. in the amount of \$10,000 for the Homeless Veterans Stand Down.

Commissioner Proctor, upon learning that the Veterans Foundation was being charged rent by the North Florida Fair Association, asked Commissioner Sauls (as the Board's representative on the NFFA) to reduce the amount being charged.

The motion carried 7-0.

23. Consideration of Proposed Revised Policy No. 96-1, "Purchasing and Minority, Women and Small Business Enterprise Policy" Amending the Standard Contract Clauses to Include a Provision that Prohibits the Display of Offensive Images on Contractor Vehicles, Equipment, and Uniforms

County Attorney Thiele introduced the item. He stated that the item responds to the Board's interest to consider the inclusion of a provision in standard County contracts that would prohibit the display of offensive images on contract vehicles. He advised that under certain circumstances, when the contractor is acting "in the shoes" of the County, the County can regulate conduct or expressions that is deemed to be offensive. The County Attorney's Office offered a draft policy that would prohibit that sort of expression and establishes a process for appeal as well as for liquidated damages should the contractor not comply.

Commissioner Proctor opined that this is a step forward. He strongly recommended that the proposed policy contain a termination clause for those contractors who do not adhere to the policy and proclaimed that the \$500 fine was not sufficient. County Attorney Thiele conveyed that, in his opinion, a fine was the best way to proceed; however, should the Board desire, more stringent remedies could be pursued. Commissioner Proctor ascertained that \$500 was the maximum penalty and the fine was not cumulative. He stated that the penalties for violation of the policy were not harsh enough and the fine should at least accumulate daily.

Speaker:

Curtis Bayes, 1323 E. Tennessee, urged the Board to support Option 2, as he did not see how the County could regulate offensive speech without regulating all speech. He stated that what's offensive to one may not be offensive to another.

Commissioner Lindley moved, duly seconded by Commissioner Dailey, approval of Option 2: Do not approve the proposed revisions to Section 6.1 of Policy 96-1, "Purchasing and Minority, Women, and Small Business Enterprise Policy", that amends the standard contract clauses to include a provision that prohibits the display of offensive images on contractor vehicles, equipment, and uniforms.

Commissioner Lindley declared that she could not, under any circumstances, put a limitation on freedom of speech.

Commissioner Desloge agreed and suggested these types of situations could be handled on a case by case basis.

Chairman Dozier also agreed and noted that she has spent a lot of time on job sites and the word offensive is difficult to regulate.

The motion carried 6-1 (Commissioner Proctor in opposition).

SCHEDULED PUBLIC HEARINGS, 6:00 P.M.

24. Second and Final Public Hearing on the Submittal of a \$750,000 Community Development Block Grant Application in the Housing Revitalization Category to the Florida Department of Economic Opportunity

County Administrator Long announced the public hearing and confirmed there were no speakers on this issue.

Lamarr Kemp, Housing Services Director, provided a presentation on the Fair Housing law, which prohibits housing discrimination based on race, color, ancestry, national origin, religion, sex, sexual orientation, family status, handicap, or age. His presentation included information on: 1) What is Fair Housing; 2) What is Housing Discrimination; 3) What is Prohibited; 4) What is Illegal, and 5) Landlord's Rights. He concluded his presentation by indicating that anyone who believes their rights have been violated should contact the HUD Fair Housing Enforcement Center, the Florida Commission on Human Relations or the Leon County Housing Services.

Commissioner Proctor moved, duly seconded by Commissioner Dailey, approval of Options 1 & 2: 1) Conduct the second and final public hearing and approve the submission of a \$750,000 Community Development Block Grant application in the Housing Revitalization Category to the Florida Department of Economic Opportunity, and 2) Approve the amended Community Development Block Grant (CDBG) Housing Assistance Plan. The motion carried 7-0.

ADD-ON ITEM (to be taken up under General Business)

25. Ratification of Board Actions Taken at the March 11, 2014 Workshop on Primary Healthcare

County Administrator Long introduced the item.

Commissioner Maddox moved, duly seconded by Commissioner Desloge, approval of Option 1: Ratify the Board actions taken at the March 11, 2014 Workshop on Primary Healthcare. The motion carried 7-0.

Citizens to be Heard on Non-Agendaed Items (3-minute limit per speaker; Commission may discuss issues that are brought forth by speakers.)

- Chairman Dozier confirmed that there were no speakers on Non-Agendaed Items.

Comments/Discussion Items

County Attorney Thiele:

- Wished all a Happy St. Patrick's Day.

County Administrator Long:

- Offered the following announcements/reminders:

- Building on the County's recent partnership with Village Square, the Club of Honest Citizens was created to invite citizens to participate in discussions on local government's role in shaping the community. The dates of the events for this year are: Thursday, March 27 at 5:30 PM at Madison Social; Sunday May 4 at 2:00 PM at RedEye Café and Thursday, June 12 at 5:30 PM at St. John's Episcopal Church.
- The legislative session began last week and staff will distribute the Capitol Update each Friday.
- The Florida Association of Counties (FAC) will host their Legislative Reception on Wednesday, March 26th at 5:30 PM in the Governor's Club; followed the next day by the FAC's 2014 Legislative Day to begin at 9:00 am at the Turnbull Center.
- The Mid-session Legislative Community Dialogue meeting is scheduled for April 1 at 7:30 AM in the Commission Chambers.
- The NACo Community Dialogue Meeting to improve County health will be held on Thursday, April 3rd.
- A number of entrepreneurial activities are planned, these include: 1) Innovation Park will hold their Elevator Pitch Night on April 4th. 2) FSU will host a 3-day startup event the week-end of March 21st and 3) DOMI, the County's incubator partner, is a sponsor and participant in the event. He also noted that staff has already begun coordinating with the EDC and local partners to plan the November eMonth activities which is one of the Board's new strategic priorities.
- On April 8th, the Thornton Road land exchange will be reviewed by the Governor and the Cabinet. The land exchange will allow for the extension of Thornton Road toward Centerville Road and an update will be provided via the weekly Capitol Update.
- Cascades Park Grand Opening will be held Friday, March 14th at 10:00 AM.

Commissioner Discussion Items

Commissioner Proctor:

- Invited the community to a meeting to discuss the closing of Harvey's Supermarket on South Monroe. The community meeting will be held at Bethel AME Church on Wednesday, March 12th at 6:00 PM. He asserted that the Harvey's closing would represent a huge loss and the suspension of food access for FAMU students and Southside residents. He expressed a concern that Harvey's will continue to hold the lease for the building which may hinder another grocery from moving into the location. He stated that there is a window of time to respond to the Federal Trade Commission's order that the store be closed and encouraged residents to attend the meeting to express their concerns also.

Commissioner Dailey:

- Stated that he is looking forward to the opening of Cascades Park.
- Commented that staff has conducted two Sense of Place meeting at the Huntington Oaks plaza which were well attended. He shared that citizens voiced an interest in hosting a farmers market on Saturday mornings and asked if there were any rules or regulations that would prohibit citizens from hosting such an event. Commissioner Dailey asked for staff's assistance in holding an organization meeting to allow the community to make this happen.
 - County Administrator Long responded that staff would provide assistance in facilitating a community organization meeting.
- Announced that the Lake Jackson Library has extended its hours and residents have requested food trucks come out.
- Referenced emails that Commissioners may be receiving regarding a proposed community park for the Eastgate neighborhood. He stated that his office is responding to the emails and working with County staff to explore the proposal. The issue will be brought to the Board at the appropriate time.

- Referred to earlier comments regarding the parking issue at the library. He agreed that the County should address this issue in some way and suggested that the Board consider suspending parking fees during the lunch hour (11:00 AM – 1:30 PM) or some other type program to help alleviate this problem.
 - *Commissioner Dailey moved, duly seconded by Commissioner Lindley, to direct staff to bring back an agenda item analyzing options for suspending parking fees at the Main Library during certain hours and to look at possibly providing passes to seniors and veterans. The motion carried 7-0.*

Commissioner Maddox:

- No issues.

Commissioner Sauls:

- *Commissioner Sauls moved, duly seconded by Commissioner Lindley, to approve the presentation of a Proclamation recognizing Jimbo Jackson, Principal of Fort Braden School, as the Tallahassee Democrat “Person of the Year” at the April 8th meeting. The motion carried 7-0.*
- *Commissioner Sauls moved, duly seconded by Commissioner Lindley, to approve the presentation of a Proclamation recognizing Amber Dozier, a member of the Fort Braden community, for her outstanding academic and athletic achievements at the April 8th meeting. The motion carried 6-0 (Commissioner Proctor out of Chambers).*

Commissioner Desloge:

- No issues.

Vice-Chairman Lindley:

- *Commissioner Lindley moved, duly seconded by Commissioner Desloge, to direct staff to bring back an agenda item with information on the financial circumstances of the vacant building on College Avenue that is being considered as a theater.*
 - *Commissioner Lindley added that there is a private citizen who is interested in providing a million dollars toward this project and wants the County to take a closer look at helping expedite its potential.*
 - *Chairman Dozier commented that a decision has not yet been made on what to do with the 5th cent bed tax and mentioned the new matching capital fund for arts and culture.*
 - *County Administrator Long responded that this issue was germane to an upcoming agenda item relating to the Interlocal Agreements with the City and CRA on Tourist Development taxes and could be incorporated into that agenda item.*
 - *Commissioner Lindley amended her motion to include the information on the financial circumstances of the vacant building on College Avenue in the agenda item regarding the Interlocal Agreements with the City and CRA on Tourist Development taxes. The motion, as amended, carried 7-0.*

Chairman Dozier:

- Informed the Board that the finalists for Elevator Pitch Night will be announced April 4th and Pitch Night will be May 14th. She shared that 18 companies have applied for the three \$15,000 Leon County Research and Development Authority Grant awards.
- Encouraged all neighborhoods to apply for CONA Neighborhood of the Year award.
- Brought up concerns about diminished service to Westminster Oaks and the lack of bus service in general to the eastside. While realizing that this is a City issue, she asked for a status report on bus service in the Buck Lake/Mahan Drive/Miccosukee area.
 - On behalf of Chairman Dozier: *Commissioner Dailey moved, duly seconded by Commissioner Maddox, to direct staff to bring back a status report on bus service in the Buck Lake/Mahan Drive Miccosukee areas. The motion carried 7-0.*

- Thanked staff for holding a community meeting on the proposed gas station at Crump and Miccosukee Roads. She stated that she was pleased that staff is looking at issues regarding signage, lighting and other appropriate design standards. She conveyed that at some point in the future she would be interested in having a conversation on these types of projects and proposed intersections.
- At the request of the Leon County Research and Development Authority (LCRDA) Governing Board, she requested the Commission consider restructuring the LCRDA Board to increase the number designated seats.
 - On behalf of Chairman Dozier: *Commissioner Dailey moved, duly seconded by Commissioner Desloge, to direct staff to bring back an agenda item regarding the structure of the Leon County Research and Development Authority Governing Board to include increasing the number of designated seats, based on the recommendation of the LCRDA Board. The motion carried 6-0 (Commissioner Proctor out of Chambers.)*

Receipt and File:

None.

Adjourn:

There being no further business to come before the Board, the meeting was adjourned at 6:09 PM.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

BY: _____
Bob Inzer, Clerk of the Circuit Court
and Comptroller

**Leon County
Board of County Commissioners**


Notes for Agenda Item #2

Leon County Board of County Commissioners

Cover Sheet for Agenda #2

April 8, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Adoption of Revisions to Leon County Personnel Policies and Procedures

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Kim Dressel, Interim Director of Human Resources
Lead Staff/ Project Team:	Amy Cox, Human Resources Manager Ernie Poirier, Human Resources Specialist

Fiscal Impact:

This item has not fiscal impact.

Staff Recommendations:

- Option #1: Adopt revisions to Personnel Policies and Procedures, Section I – Introduction, to add the definitions of Registered Domestic Partnership, Registered Domestic Partner, and Same-Sex Spouse, and to revise the definition of Immediate Family to include a Registered Domestic Partner, Same-Sex Spouse, and the children and grandchildren of an employee’s Registered Domestic Partner/Same-Sex Spouse.
- Option #2: Adopt revisions to Personnel Policies and Procedures – Section 2.05 - Employee Conduct, Nepotism, to revise the definition of relative to include Registered Domestic Partner and Same-Sex Spouse relationships.

- Option #3: Adopt revisions to Personnel Policies and Procedures – Section 6.01 – Benefits, Group Insurance, to allow for the extension of eligible benefits to Registered Domestic Partners and Same-Sex Spouses to the extent allowed under the contract with Leon County insurance/benefit providers; to utilize the Domestic Partnership Registry as the standard and the means to document domestic partnerships covered by the policy; and to require the employees to notify Human Resources if a family member become ineligible for participation.
- Option #4: Adopt revisions to Personnel Policies and Procedures – Section 7.07.1 – Family and Medical Leave Act (FMLA), to include the definitions of “son or daughter”, “parent”, and “in loco parentis,” and to add to the eligibility list FMLA leave for the Qualifying Military Exigency Leave and the Military Caregiver Leave.
- Option #5: Adopt revisions to Personnel Policies and Procedures – Section 7.08 – Annual Leave Accrual, to extend the deadline by which annual leave accruals must not exceed 240 hours from January 1 to January 31 of each year.

Report and Discussion

Background:

The proposed revisions to the Leon County Personnel Policies and Procedures (“Personnel Policies”) (Attachment #1) address four subject areas: 1) domestic partnerships; 2) legally married same-sex spouses; 3) Family and Medical Leave Act (FMLA); and 4) the cutoff date for carryover of maximum annual leave balances. A brief background for each of these subject areas follows:

1. **Domestic Partnerships** – On August 17, 2010, prior to establishing the Domestic Partnership Registry, the Board extended certain provisions of its Personnel Policies to domestic partners, as summarized as follows.
 - a) The definition of “Immediate Family” was revised to include an employee’s domestic partner. This allowed an employee to use sick leave to care for their domestic partner, and to use sick leave and three days of administrative leave in the event their domestic partner died.
 - b) The nepotism provisions were extended to include an employee’s domestic partner and to the children of their domestic partner. This precluded an employee from supervising, or being supervised by, their domestic partner or domestic partner’s child.
 - c) When both spouses of a married couple work for any separate Leon County Board or Constitutional office (Clerk of Courts, Supervisor of Elections, Property Appraiser, Tax Collector or Sheriff), Leon County pays the total medical insurance premium for the couple. This was extended to domestic partners.
 - d) Medical insurance opt-out provisions were extended to domestic partners.
 - e) To the extent allowed under the contract with Leon County’s insurance carriers, insurance benefits eligible employees were enabled to include their eligible domestic partners as dependents under the available insurance plans. In order to enroll in the eligible insurance plans, employees and their domestic partners were required to meet certain criteria, and to complete the required Affidavit of Domestic Partnership.

The Personnel Policies do not define “domestic partner.” However, the Personnel Policies identify criteria that an employee and their domestic partner must meet to enroll in an eligible insurance plan.

On March 12, 2013, the Leon County Board of County Commissioners adopted Leon County Ordinance No. 13-09, which amended Chapter 9 of the Code of Laws of Leon County, Florida, to enact a new Article V entitled Domestic Partnership Registry. While there are many similarities, the criteria included in the Personnel Policies for the enrollment of a domestic partner in an insurance plan differ from the standards that a couple must meet to form a Registered Domestic Partnership under Leon County’s Domestic Partnership Registry.

To become Registered Domestic Partners, the parties must meet the requisite criteria and register with the Leon County Clerk of the Court's Office. The Domestic Partnership Registry process has been formalized to consistently apply criteria for defining, registering, recording, and terminating Registered Domestic Partnerships. A total of 151 couples have become Registered Domestic Partners in Leon County, from May 1, 2013, when the registry opened, through February, 2014.

Staff is recommending amending the Personnel Policies, so that the Personnel Policies are made consistent with the Domestic Partnership Registry with respect to relevant definitions; utilize the Domestic Partnership Registry as the means to document Registered Domestic Partnerships; and address only those domestic partnerships that are duly Registered Domestic Partnerships.

2. **Legally Married Same-Sex Spouses** – On June 26, 2013, the Supreme Court of the United States ruled in its landmark *United States v. Windsor* decision that section 3 of the Defense of Marriage Act (DOMA) was unconstitutional. The impacts of this decision, with respect to employee benefits, continue to evolve. Over the past several months, the Internal Revenue Service (IRS) and the U. S. Department of Labor (USDOL) have issued guidance on various employee benefits, which impacts Board policy. Staff is recommending amending the Personnel Policies to incorporate IRS and USDOL guidance with respect to the treatment of same-sex spouses in the area of employee benefits.
3. **Family and Medical Leave Act (FMLA)** – In general, the FMLA provides eligible employees up to 12 workweeks of unpaid leave a year, and requires group health benefits to be maintained during the leave as if employees continued to work instead of taking leave. Employees on FMLA leave are also entitled to return to their same or an equivalent job at the end of their FMLA leave.

The U.S. Department of Labor (USDOL) has provided clarification regarding the application of FMLA when there has been a parent-child relationship based upon day-to-day responsibilities for care and/or financial support, but such relationship is not a legal or biological parent-child relationship. Additionally, FMLA has been amended to include military leave provisions. Staff is recommending amending the Personnel Policies to raise employee awareness regarding these provisions.

4. **Annual Leave Balances** – Current policy requires annual leave in excess of 240 hours to be forfeited as of January 1 each year for all regular, full time, and part time employees. Staff is recommending amending the Personnel Policies to extend the deadline.

Analysis:

Many of the proposed revisions to the Personnel Policies are in response to IRS and USDOL rulings and guidance, which were made as a result to the Supreme Court's Windsor decision. A summary of relevant rulings and guidance follows.

1. Federal Tax Implications – State of Celebration Rule Applies:

- Through IRS Ruling 2013-17, the IRS issued guidance indicating that for federal tax purposes the IRS will recognize a marriage of same-sex individuals validly entered into in a state whose laws authorize the marriage of two individuals of the same sex, even if the state in which they are domiciled does not recognize the validity of same-sex marriages. This is widely known as the “state of celebration” rule.
- This IRS ruling means that same-sex spouses now receive the same favorable federal tax treatment as opposite-sex spouses.
- This ruling does not apply to registered domestic partnerships, civil unions or other similar formal relationships that are not denominated as a marriage under state law.

2. Employee Benefit Plans – State of Celebration Rule Applies:

- The IRS noted that the “state of celebration” rule, recognizing a marriage of same-sex individuals validly entered into in a state whose laws authorize the marriage of two individuals of the same sex, even if the state in which they currently live does not, applies for purposes of employee benefit plans employers offer to employees.
- Consistent with the IRS guidance, the USDOL adopted the “state of celebration” rule for employee benefit purposes (Technical Release 2013-04).
- There is currently, however, an exception for Family Medical Leave Act (FMLA), which is administered by the USDOL, as discussed later in this agenda item.

3. Healthcare Plans and COBRA:

- There is no federal requirement that employers extend employer-sponsored healthcare plan coverage to their employees' spouses. However, the current thinking is that employers who have historically offered spousal coverage under employer-sponsored healthcare plans would extend such coverage to same-sex spouses, and the protections under the Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA) would also be extended to same-sex spouses on the occurrence of a qualifying event.
- COBRA gives employees and their families who lose their health benefits the right to choose to continue group health benefits for limited periods of time under qualifying events, which includes job loss, divorce, death, and other life events.

4. Pretax Basis:

- Leon County provides a cafeteria plan, under Section 125 of the Internal Revenue Code. The cafeteria plan includes health, dental and vision insurance offerings, plus Flexible Spending accounts (FSAs) consisting of Medical Expense and Dependent Care accounts.

- IRS Notice 2014-1 provided guidance on the applications of the rules relating to the participation by same-sex spouses in cafeteria plans. Issues addressed by the notice included the following:
 - a) **Pretax Health Insurance Costs:** Employees who purchased health insurance coverage for their same-sex spouse, from their employer who sponsored a cafeteria plan that allowed employees to pay premiums for health coverage on a pre-tax basis, may treat the costs of that coverage for their same-sex spouse as pretax and excludable from income for federal income tax purposes, even if they live in a state that does not recognize their marriage.
 - b) **Flexible Spending Accounts (FSAs) (Leon County sponsors medical and dependent care FSAs):** Permits reimbursement from the employee's FSA for eligible medical and dependent care expenses incurred by or for a same-sex spouse on or after the later of (1) the date of marriage or (2) the beginning of the FSA plan year.

5. Family Medical Leave Act (FMLA):

- a) **Spouse – State of Residence Rule Applies:** Current FMLA regulations (29 CFR Section 825.102) provide that “Spouse means a husband or wife as defined or recognized under State law for purposes of marriage in the State where the employee resides, including common law marriage in States where it is recognized.” Consistent with current FMLA regulations, USDOL’s Sheet #28F (Qualifying Reasons for Leave under the Family and Medical Leave Act (FMLA)) points out that for FMLA purposes the “state of residence”, rather than “state of celebration”, controls a couple’s marital status.

As a result, FMLA protections are not uniformly applied across all states. For example, an employee is not entitled to FMLA leave to care for a same-sex spouse with a serious health condition in a state that does not recognize same-sex marriage (such as Florida).

- b) **Interpretation of Parent and Child Relations:** Under FMLA, an employee may qualify for FMLA protection to care for their same-sex spouse’s child, or for their domestic partner’s child, if the employee meets the definition of “in loco parentis.” FMLA defines “in loco parentis” as including those with day-to-day responsibilities to care for or financially support a child. Therefore, employees who have no biological or legal relationship with a child may, nonetheless, stand in loco parentis to the child and be entitled to FMLA leave. Similarly, an employee may take leave to care for someone who, although having no legal or biological relationship to the employee when the employee was a child, stood in loco parentis to the employee when the employee was a child, even if they have no legal or biological relationship.

Additionally, subsequent to the last update of the FMLA provisions in the Personnel Policies, the FMLA was amended by the National Defense Authorization Act to create military leave provisions, which are summarized as follows:

1. **Military Caregiver Leave:** FMLA helps families of covered servicemembers (current servicemembers and certain veterans) with a serious injury or illness by providing up to 26 workweeks of FMLA job-protected leave in a single 12-month period to certain eligible family members to care for the covered servicemember; and
2. **Qualifying Exigency Leave:** FMLA helps families of military members in the Regular Armed Forces, as well as the National Guard and Reserves, manage their affairs when the military member is going to be or has been deployed to a foreign country by providing up to 12 workweeks of FMLA job-protected leave in the applicable 12-month leave period to certain eligible family members.

Summary of the Proposed Revisions: A summary of the proposed revisions to the Personnel Policies follows (Attachment #1):

1. Benefits for Registered Domestic Partners:

- a) Extend the benefits previously extended to persons who met the criteria to be considered domestic partners, to Registered Domestic Partnerships (and eliminate references to domestic partners who are not registered through Leon County's Domestic Partnership Registry).
- b) Make the Personnel Policies consistent with the Domestic Partnership Registry with respect to definitions.
- c) Eliminate the domestic partnership criteria and affidavit process currently included in the Personnel Policies.

When the Personnel Policies were amended in 2010 to address domestic partners, an affidavit was developed that employees completed to document their eligible domestic partnership. The revisions to the Personnel Policies being proposed point to the Leon County Domestic Partnership Registry to define and document eligible domestic partnerships (i.e., partnerships must be duly registered with the Leon County Clerk's Office to be covered by the policy), therefore a separate affidavit process is unwarranted.

Of note, during the 2013 open enrollment process that was recently completed, the affidavit currently described in the Personnel Policies was modified to mirror the Domestic Partnership Registry standards. If the Board approves the proposed policy revisions, on a go-forward basis only Registered Domestic Partnerships will be addressed by the Personnel Policies. Currently three Leon County employees have added their domestic partner to their medical insurance, none of whom are Registered Domestic Partners. These employees will be notified that they need register their domestic partnership in order to continue their insurance coverage in the 2015 plan year.

2. **Benefits for Same Sex Spouses:** Extend the benefits previously extended to domestic partners to legally married same-sex spouses, consistent with the State of Celebration Rule.

The proposed definition of same-sex spouses is consistent with the U.S. Department of Labor's Technical Release 2013-04 (Guidance to Employee Benefit Plans on the Definition of "Spouse" and "Marriage" Under ERISA and the Supreme Court's Decision in *United States v. Windsor*).

3. **Extend Nepotism Provisions to Registered Domestic Partner and Same-Sex Spouse Relationships:** Current Personnel Policy provisions stipulate,

"A relative of any County employee with supervisory responsibility shall not be eligible for employment in or advancement to any position which reports directly to the supervisory employee. Likewise, a County employee shall not be eligible for advancement to any position with direct supervisory responsibility over a position in which a relative is employed."

The definition of "relative", within the nepotism section of the Personnel Policy, includes a domestic partner and the children of a domestic partner.

Staff proposes replacing the term domestic partner with "Registered Domestic Partner", and extending the definition of "relative" to include a Same-Sex Spouse, children of a Same-Sex Spouse, and the father, mother, brother, and sister of a Registered Domestic Partner or Same-Sex Spouse.

4. **Expand FMLA Provisions:** Language is proposed to be added to the Personnel Policies to help ensure that employees are aware of the following FMLA protections:

- a) Under FMLA, the state of residence rule applies to the definition of spouse;
- b) Under FMLA, "son or daughter" means a biological, adopted, or foster child; a step child; a legal ward; or a child of a person standing in loco parentis who are either under 18 years of age, or 18 years of age or older and incapable of self-care because of a mental or physical disability, which FMLA describes further;
- c) Under FMLA, "parent" means a biological parent or an individual who stands or stood in loco parentis to an employee when the employee was a son or daughter; however the term does not include parents "in law"; and
- d) Under FMLA, the term "in loco parentis" refers to the situation of an individual who has day-to-day responsibility for the care and financial support of a child or, in the case of an employee, who had such responsibility for the employee when the employee was a child; and that a biological or legal relationship is not necessary.
- e) Under FMLA, employees may be eligible for military caregiver leave and qualifying exigency leave.

5. **Extend the Annual Leave Carryover Cutoff Date:** Stipulate that employees have until January 31st of each year to achieve an annual leave balance of no more than 240 hours. Currently the cut-off date is the end of December, which does not take into account the fact that employees may seek to take leave for the weeks of Christmas and New Year's Day, which may extend beyond the first of January.

Leon County's benefits providers have already extended benefits to Leon County employees' domestic partners, and are positioned to extend benefits to Leon County employees' same-sex spouses, consistent with IRSs and USDOL's guidance. Attachment #2 provides a summary of the insurance and benefits Leon County's providers have extended to Leon County employee's domestic partners, consistent with current Personnel Policies, and are positioned to extend to their same-sex spouses. Of note, these providers have reviewed the proposed definitions for Same-Sex Spouse and Registered Domestic Partner, and with the exception of Dental-Guardian and Florida Combined Life, have advised they will accept these definitions for enrollment purposes. Dental-Guardian and Florida Combined Life have advised that, for now, they will need to continue to utilize their definition for domestic partner (which is similar to the proposed definition for Registered Domestic Partner). The proposed policy continues to stipulate that participation is extended to same-sex spouses and Registered Domestic Partners, to the extent allowed under the contract with our insurance carriers.

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Options:

1. Adopt revisions to Personnel Policies and Procedures, Section I – Introduction, to add the definitions of Registered Domestic Partnership, Registered Domestic Partner, and Same-Sex Spouse, and to revise the definition of Immediate Family to include a Registered Domestic Partner, Same-Sex Spouse, and the children and grandchildren of an employee’s Registered Domestic Partner/Same-Sex Spouse.
2. Adopt revisions to Personnel Policies and Procedures – Section 2.05 - Employee Conduct, Nepotism, to revise the definition of relative to include Registered Domestic Partner and Same-Sex Spouse relationships.
3. Adopt revisions to Personnel Policies and Procedures – Section 6.01 – Benefits, Group Insurance, to allow for the extension of eligible benefits to Registered Domestic Partners and Same-Sex Spouses to the extent allowed under the contract with Leon County insurance/benefit providers; to utilize the Domestic Partnership Registry as the standard and the means to document domestic partnerships covered by the policy; and to require the employees to notify Human Resources if a family member become ineligible for participation.
4. Adopt revisions to Personnel Policies and Procedures – Section 7.07.1 – Family and Medical Leave Act (FMLA), to include the definitions of “son or daughter”, “parent”, and “in loco parentis,” and to add to the eligibility list FMLA leave for the Qualifying Military Exigency Leave and the Military Caregiver Leave.
5. Adopt revisions to Personnel Policies and Procedures – Section 7.08 – Annual Leave Accrual, to extend the deadline by which annual leave accruals must not exceed 240 hours from January 1 to January 31 of each year.
6. Board direction.

Recommendation:

Options #1, #2, #3, #4, and #5.

Attachments:

1. Proposed Revisions to Leon County Personnel Policies and Procedures
2. Benefits Summary

Proposed Revisions to Leon County Personnel Policies and Procedures

Proposed revisions are presented in strike through/underline format.

1) **Change Section I – Introduction, as follows:**

A. **Add the following definitions:**

- (i) **“Registered Domestic Partnership – Shall mean a Domestic Partnership which, in accordance with the provisions of Chapter 9, Article V of the Code of Laws of Leon County (entitled the “Domestic Partnership Registry”), has been effectively registered with the Clerk of Courts of Leon County and has not been terminated.”**
- (ii) **“Registered Domestic Partner – Shall mean one of two Domestic Partners who are parties to a Registered Domestic Partnership in accordance with the provisions of Chapter 9, Article V of the Code of Laws of Leon County (entitled the “Domestic Partnership Registry.”)”**
- (iii) **“Same-Sex Spouse – Shall mean individuals of the same sex who are lawfully married to one another under any state law, including individuals married to a person of the same sex who were legally married in a state that recognizes such marriages, but who are domiciled in a state that does not recognize such marriages. The term “Same-Sex Spouse”, however, does not include individuals in a formal relationship recognized by a state that is not denominated a marriage under state law, such as a domestic partnership or a civil union, regardless of whether the individuals who are in these relationships have the same rights and responsibilities as those individuals who are married under state law. For purposes of the definition of Same-Sex Spouse in this policy, the term “state” means any state of the United States, the District of Columbia, Puerto Rico, the Virgin Islands, American Samoa, Guam, Wake Island, the Northern Mariana Islands, any other territory or possession of the United States, and any foreign jurisdiction having the legal authority to sanction marriages.”**

B. **Revise the definition of “Immediate Family”, as follows:**

“Immediate Family – Shall mean Spouse, Registered Domestic Partner, Same-Sex Spouse, the grandparents, parents, brothers, sisters, children, and grandchildren of both the employee and the spouse/~~domestic partner~~Registered Domestic Partner/Same-Sex Spouse. Also includes step and half relationships.”

2) **Revise Section 2.05 – Employee Conduct, Nepotism, as follows:**

“Notwithstanding the protection under this policy for marital status and familial status, the following policy shall apply regarding the employment of relatives with the County. For purposes of this policy, "relative" means an individual who is related to an employee as father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, husband, wife, ~~domestic partner~~Registered Domestic Partner, Same-Sex Spouse, children of the ~~domestic partner~~Registered Domestic Partner, children of the Same-Sex Spouse, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, ~~or~~ half sister, or as the father, mother, brother, or sister of the employee's Registered Domestic Partner or Same-Sex Spouse.”

3) **Revise Section VI – Benefits, as follows:**

A. **Revise Section 6.01 – Benefits, Group Insurance, as follows:**

“Leon County will pay for the total medical insurance premium for married couples, Same-Sex Spouses, and Registered Domestic Partners/~~domestic partners~~ when both spouses/~~domestic partners~~Registered Domestic Partners/Same-Sex Spouses work for any separate Leon County Board or Constitutional Office: Clerk of Courts, Supervisor of Elections, Property Appraiser, Tax Collector, Sheriff.”

It is the employee's responsibility to provide Human Resources written notification within thirty (30) days of the occurrence of any event which renders an employee's family member ineligible for participation in group insurance coverage, including a divorce, death of their spouse or Same-Sex Spouse, or termination of their Registered Domestic Partnership.

B. **Revise Section 6.01.1 – Benefits, Medical Insurance Opt-Out Program, as follows:**

“Regular full time and eligible part time employees can choose to opt out of medical insurance coverage by providing proof of other coverage. This also includes employees who opt out of the Leon County plan due to eligibility on their ~~domestic partner~~Registered Domestic Partner's plan, or on their Same-Sex Spouse's plan. The employee will receive a bi-weekly dollar amount added to their paycheck for opting out of medical insurance. The opt out amount will be determined annually.”

C. Revise Section 6.01.2 - Eligibility for Coverage for Domestic Partners, as follows:

“6.01.2 Eligibility for Coverage for Registered Domestic Partners and Same-Sex Spouses

To the extent allowed under the contract with our insurance carriers, benefits eligible employees may include their eligible ~~domestic partners~~Registered Domestic Partner or eligible Same-Sex Spouse as dependents under the eligible insurance plans. ~~It is available to both same sex and opposite sex partners as long as the required criteria are met on the domestic partner affidavit and the required documentation is provided.~~ Children of ~~domestic partners~~Registered Domestic Partners and children of Same-Sex Spouses may also be covered as long as the child meets the definition of dependent under the insurance plan and the ~~domestic partners~~Registered Domestic Partner or Same-Sex Spouse is covered under the plan.

~~Employees and their domestic partners~~Registered Domestic Partner must meet the following requirements in order to enroll in the eligible insurance plans:

- ~~• are both at least age 18 and are mentally competent to consent to a contract.~~
- ~~• are each others sole domestic partner and not legally married to another person of the opposite sex or in a domestic partnership with another person.~~
- ~~• are not related by blood to a degree of closeness that would prohibit marriage.~~
- ~~• have been, in an exclusive, emotionally committed relationship that is intended to be permanent.~~
- ~~• have, for the last 12 months, shared a mutual obligation of support and responsibility for each other's welfare and are jointly responsible for each other's financial obligations.~~
- ~~• have shared a principal residence for the last 12 months and intend to do so permanently.~~

Employees interested in applying for the coverage for their ~~domestic partners~~ Registered Domestic Partner or Same-Sex Spouse must contact Human Resources during their initial enrollment period for their employment or when the requirements of ~~domestic~~ such coverage are met. To the extent allowed under the contract with our insurance carriers, benefits eligible ~~Employees~~ may add their ~~domestic partner~~ eligible Registered Domestic Partner during their initial enrollment period for their employment and during the annual open enrollment period. To the extent allowed under contract with our insurance carriers, benefits, eligible employees may add their Same-Sex Spouse during their initial enrollment period for their employment and outside of the annual open enrollment period if the ~~domestic partner~~ employee's Same-Sex Spouse has lost his/her coverage. Additionally, to the extent allowed under the contract with our insurance carriers, benefits eligible employees who have become newly married Same-Sex Spouses may add their eligible Same-Sex Spouse outside of the annual open enrollment as a qualifying life event.

The employee must present Human Resources evidence of their Registered Domestic Partnership or of their legal marriage to their Same-Sex Spouse, as applicable, complete the required Affidavit of Domestic Partnership, provide documentation of the domestic partnership and complete all enrollment application forms for the requested benefits.

Coverage will be effective on the first day of the month following the date of approval by Human Resources.

Under the Internal Revenue Code, unless the ~~domestic partner~~Registered Domestic Partner qualifies as the employee's tax dependent, the value of benefits provided by and paid for by Leon County for the ~~domestic partner~~Registered Domestic Partner or children of the ~~domestic partner~~Registered Domestic Partner is considered taxable income to the employee. The employee is responsible for all tax liability.

~~It is the responsibility of the employee to contact Human Resources within 30 days of the ending of the domestic partner relationship or if all of the requirements in the Affidavit of the Domestic Partnership are no longer being met. The Affidavit of Termination of Domestic Partnership Form must be completed.~~ It is the responsibility of the employee to notify their prior domestic partner Registered Domestic Partner and the dependents of their domestic partner prior Registered Domestic Partner of the termination of coverage. COBRA rights are not available to their domestic partner prior Registered Domestic Partner or to the children of their domestic partner prior Registered Domestic Partner. COBRA rights are available to Same-Sex Spouses and to the children of Same-Sex Spouses.

~~If the domestic partnership ends, another Affidavit of Domestic Partnership cannot be filed again until twelve (12) months from the date the Affidavit of Termination of Domestic Partnership was filed.~~

4) **Revise Section 7.07.1 Family and Medical Leave Act, as follows:**

“Eligible employees are entitled to a total of twelve (12) workweeks of leave during any 12-month period when leave is taken for one or more of the following circumstances:

- The birth of a son or daughter of an employee and to care for the child;
- The placement of a son or daughter with an employee for adoption or foster care;
- To care for the spouse, son, daughter, or parent of an employee, if the family member has a serious health condition;
- An employee is unable to perform the functions of the position because of the employee's own serious health condition.”

Additionally, under FMLA, eligible employees are entitled to:

- Military Caregiver Leave, which helps families of covered servicemembers (current service members and certain veterans) with a serious injury or illness by providing up to 26 workweeks of FMLA job-protected leave in a single 12-month period to certain eligible family members to care for the covered servicemember; and
- Qualifying Exigency Leave, which helps families of military members in the Regular Armed Forces, as well as the National Guard and Reserves, manage their affairs when the military member is going to be or has been deployed to a foreign country by providing up to 12 workweeks of FMLA job-protected leave in the applicable 12-month leave period to certain eligible family members.

Under FMLA, “son or daughter” means a biological, adopted, or foster child, stepchild, legal ward, or child of a person standing in loco parentis, who is either under age 18, or age 18 or older and “incapable of self-care because of a mental or physical disability” at the time that FMLA leave is to commence.

Under FMLA, “parent” means a biological, adoptive, step or foster father or mother, or any other individual who stood in loco parentis to the employee when the employee was a child. This term does not include parents-in-law.

Under FMLA, the term “in loco parentis” refers to the situation of an individual who has day-to-day responsibility for the care and financial support of a child or, in the case of an employee, who had such responsibility for the employee when the employee was a child; and that a biological or legal relationship is not necessary.

Under FMLA, the term “spouse” means a husband or wife as defined or recognized under state law for purposes of marriage in the state where the employee resides, including common law marriage and same-sex marriage.

5) **Revise Section 7.08 - Annual Leave Accrual, as follows:**

“...Annual leave may be accumulated but may not exceed ~~thirty (30) days~~ or two hundred and forty (240) hours as of January ~~1-31~~ annually for all regular, full time, and part time employees. All annual leave hours in excess of 240 hours will be forfeited as of January ~~1-31~~ of each year. This policy will apply to all employees under the Board of County Commissioners. Carry forward of annual leave in excess of 240 hours as of January 31 is not allowed...”

Table 1 - Domestic Partner and Same-Sex Spouse Benefits by Provider

Type / Provider	Form of Coverage	Domestic Partnerships			Same-Sex Spouse		
		Allows Domestic Partner	Allows Children of Domestic Partner	When Coverage can be Exercised	Allows Same-Sex Spouse	Allows Children of Same-Sex Spouse	When Coverage can be Exercised
Insurance							
Medical / Capital Health Plan	Insurance coverage (as employee's dependent)	Yes		When Hired & at Open Enrollment	Yes		When Hired, When Newly Married, at Open Enrollment, & if Same-Sex Spouse lost coverage
Medical / Blue Cross Blue Shield							
Dental / Guardian (using their definition of domestic partner)							
Vision / Advantica							
Legal / ARAG							
Supplemental Products / AFLAC							
Supplemental Products / Colonial							
Term Life / Reliance Standard Life	Employee can buy insurance on them						
Term Life / Florida Combined Life (using their definition of domestic partner)							
Long Term Disability / Standard	Can be designated as employee's survivor	Survivor Benefit Only	N/A	When Hired & Open Enrollment	Survivor Benefit Only	N/A	
Retirement							
Deferred Compensation & Match Savings	Can be designated as employee's beneficiary	Yes		When Hired & Open Enrollment	Yes	Yes	When Hired & When Newly Married
Florida Retirement System – Pension & Investment Plans	Can be designated as employee's survivor	Yes - Option 2 Only		Any Time	Yes - Option 2 Only		Any Time
*FRS Option 2 stipulates “A reduced monthly benefit payable for my lifetime. If I die within a period of ten years after my retirement date, my designated beneficiary will receive a monthly benefit in the same amount as I was receiving for the balance of the 10-year period. No further benefits are payable.”							

**Leon County
Board of County Commissioners**


Notes for Agenda Item #3

Leon County Board of County Commissioners

Cover Sheet for Agenda #3

April 8, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Ratification of Commissioners' Appointments to the Contractors Licensing and Examination Board, Minority Women and Small Business Enterprise Committee, and Science Advisory Committee

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/Project Team:	Christine Coble, Agenda Coordinator

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

- Option #1: Ratify Commissioner Desloge's reappointment of Robert Bullard to the Contractors Licensing and Examination Board.
- Option #2: Ratify Commissioner Maddox's appointment of Brian Boulware to the Minority Women and Small Business Enterprise Committee.
- Option #3: Ratify Commissioners' appointments to the Science Advisory Committee as follows:
- a. Commissioner Dailey appoints Skip Cook.
 - b. Commissioner Desloge reappoints Vincent Salters.
- Option #3: Waive Policy No. 03-15, "Board-appointed Advisory Committees," regarding term limits, to provide for Commissioner Sauls to reappoint Ben Fusaro to the Science Advisory Committee.

Report and Discussion

Background:

At its August 23, 2011 meeting, the Board approved the revised process for Advisory Committee appointments, which requires having a Consent item prepared for individual Commissioner appointments.

Analysis:

Contractors Licensing and Examination Board (CLEB)

Purpose: The CLEB accepts and approves or disapproves applications; administers examinations for contractors licenses; issues contractor certificates; conducts hearings; and, disciplines contractors for violations of building codes or State Statutes (Attachment #1).

Composition: The CLEB consists of seven members, with each Commissioner having one appointment. The CLEB shall include, whenever possible, one architect or engineer, one business person, one general contractor or other contractor (building & residential), one pool contractor or other contractor (building, residential, or general), and three consumer representatives who may be any resident of Leon County that is not, and has never been, a member or practitioner of a profession regulated by the CLEB or a member of any closely related profession. All members of the CLEB, except for the consumer representatives, shall be licensed in this state and actively engaged in the profession they represent.

Vacancies: The term of Mr. Robert Bullard, a Consumer Representative (Commissioner Desloge), expired March 31st. Mr. Bullard was appointed in 2012 to fill an unexpired term. He has been an active participant on the CLEB, and is interested in reappointment.

Table 1. Contractors Licensing and Examination Board

Vacancy/Criteria	Eligible Applicant	Recommended Action
Consumer Representative	Robert Bullard	Commissioner Desloge makes reappointment.

Minority, Women and Small Business Enterprise (MWSBE) Committee

Purpose: The MWSBE Committee reviews the M/WSBE Program (Attachment #2).

Composition: The MWSBE Committee consists of seven members, with each Commissioner having one appointment. Members serve two-year terms, with four terms expiring on January 31 and three terms expiring on May 31.

Vacancies: Ms. Denise Manning (Commissioner Maddox) submitted her resignation (Attachment #3), and an appointment is needed to fill her unexpired term. An application from Mr. Brian Boulware has been submitted and he is eligible to serve (Attachment #4).

Table 2. MWSBE Committee

Vacancy/Criteria	Eligible Applicant	Recommended Action
Denise Manning (Resigned)	Brian Boulware	Commissioner Maddox makes appointment.

Science Advisory Committee (SAC)

Purpose: The SAC is responsible for evaluating scientific evidence and reporting findings and recommendations pertaining to environmental issues to the Board (Attachment #5).

Composition: The SAC consists of nine members; seven appointed by the Board, with each Commissioner having one appointment; and, two members appointed by the City. All appointees to the SAC shall be credentialed scientists.

Vacancies: The terms of Ben Fusaro (Commissioner Sauls), William Landing (Commissioner Dailey), and Vincent Salters (Commissioner Desloge) expired March 31. Due to term limits, Mr. Fusaro (appointed in 2004) and Dr. Landing (appointed in 1995) would not be eligible for reappointment. Staff was notified that Mr. Salters and Mr. Fusaro are active participants on the Committee and have excellent attendance. An application for consideration was received from Mr. Skip Cook (Attachment #6).

Additional Information: Commissioner Sauls notes that during his tenure as a member of the Science Advisory Committee, Mr. Fusaro is in good standing and attends meetings regularly. Additionally, his years of experience provides him with a wealth of information regarding SAC issues and responsibilities. Therefore, Commissioner Sauls requests the Board waive Policy No. 03-15, "Board-appointed Advisory Committees," regarding term limits to provide for reappointment of Mr. Fusaro. Subsequent to his term expiration, Dr. Landing has been appointed to the SAC by the City of Tallahassee to fill a vacancy.

Table 3. Science Advisory Committee

Vacancy/Criteria	Eligible Applicant	Recommended Action
William Landing <i>(No longer eligible)</i>	Charles "Skip" Cook	Commissioner Dailey makes appointment.
Vincent Salters	Vincent Salters	Commissioner Desloge makes reappointment.
Ben Fusaro	Ben Fusaro	Waive Policy No. 03-15 for Commissioner Sauls to make reappointment.

Options:

1. Ratify Commissioner Desloge's reappointment of Robert Bullard to the Contractors Licensing and Examination Board.
2. Ratify Commissioner Maddox's appointment of Brian Boulware to the Minority Women and Small Business Enterprise Committee.
3. Ratify Commissioners' appointments to the Science Advisory Committee as follows:
 - a. Commissioner Dailey appoints Skip Cook.
 - b. Commissioner Desloge reappoints Vincent Salters.
4. Waive Policy No. 03-15, "Board-appointed Advisory Committees," regarding term limits, to provide for Commissioner Sauls to reappoint Ben Fusaro to the Science Advisory Committee.
5. Board direction.

Recommendation:

Options #1, #2, #3, and #4.

Attachments:

1. Eligibility and Criteria – Contractors Licensing and Examination Board
2. Eligibility and Criteria – MWSBE Committee
3. Resignation – Denise Manning (MWSBE Committee)
4. Application – Brian Boulware (MWSBE Committee)
5. Eligibility and Criteria – Science Advisory Committee
6. Application – Skip Cook (Science Advisory Committee)

Contractors Licensing and Examination Board

Responsibility:

Accepts and approves or disapproves applications; Administers Examinations for contractors licenses; Issues contractor certificates; Conducts hearings and Disciplines contractors for violations of building codes or State Statutes

Created By:

County Ordinance 74-22, Amended 9/8/1998

Appointments:

7 members. Each commissioner appoints one member. Building Inspection Department Director serves as non-voting member and keeps records of all proceedings.

1. General/Residential/Pool Contractor At Large I
2. Building/General/Residential/Pool Contractor
3. Business Person
4. Architect or Engineer
5. Consumer Representative
6. Consumer Representative
7. Consumer Representative

Terms:

3 years. Terms expire March 31. Number of terms allowed not specified in the Ordinance. No member may serve more than three consecutive terms. Vacancies filled for remainder of unexpired term.

Eligibility Criteria:

The contractors licensing and examination board shall consist of seven members to be appointed by the Board of County Commissioners. Such board shall include whenever possible, one architect or engineer, one business person, one general contractor or other contractor (building & residential) who is registered or certified under Section 489.105(3)(a) (c). F.S., one pool contractor or other contractor (building, residential, or general) who is registered or certified under Section 489.105(3)(d) (o). F.S., and three consumer representatives who may be any resident of Leon County that is not, and has never been, a member or practitioner of a profession regulated by the contractors licensing and examination board or a member of any closely related profession. All members of the board, except for the consumer representatives, shall be licensed in this state and actively engaged in the profession they represent on such board. All members shall be voters registered in the County.

Schedule:

First Thursday of each month, 4:30 p.m.; Renaissance Building, 2nd Floor Conference Room
435 N. Macomb Street

Contact Person/Staff:

Ed Jarriel, Building Inspector, Growth and Environmental Management
Jessica Koon, Contractors Licensing Board Administrator
435 N. Macomb Street, 2nd Floor
Tallahassee, FL 32301
606-1300; 606-1301 - Fax

CLEB Attorney
Laura Youmans, Asst. County Attorney
301 S. Monroe St.
Tallahassee, FL 32301
606-2500

Members:

Bullard, Robert	Begin Term: 6/26/2012 End Term: 3/31/2014 Type: three years	Original Date: 3/22/2005 <hr/> Appointed by: Bryan Desloge Commissioner Dist. 4	Category of Consumer Representative Email: bcbullard@comcast.net
Arnold, Helen	Begin Term: 4/26/2011 End Term: 3/31/2014 Type: three years	Original Date: 4/13/1993 <hr/> Appointed by: Kristin Dozier Commissioner Dist. 5	Category of Consumer Representative Email: arnoldh@leonschools.net
Utermohle, Jack	Begin Term: 5/22/2012 End Term: 3/31/2015 Type: three years	Original Date: 9/22/2009 <hr/> Appointed by: Mary Ann Lindley Commissioner At-large	Category: Pool Contractor Email: jackutermohle@yahoo.com
Jackson, Royce Van Van Jackson Construction Company, Inc.	Begin Term: 4/10/2012 End Term: 3/31/2015 Type: three years	Original Date: 6/9/2009 <hr/> Appointed by: John Dailey Commissioner Dist. 3	Category: General Contractor Email: vjcc@comcast.net
Muldrow, William	Begin Term: 4/10/2012 End Term: 3/31/2015 Type: three years	Original Date: 3/25/1997 <hr/> Appointed by: Bill Proctor Commissioner Dist. 1	Category of Building Contractor Email: williammuldrow@hotmail.com
Beck, Katherine	Begin Term: 4/13/2010 End Term: 3/31/2016 Type: three years	Original Date: 4/10/2001 <hr/> Appointed by: Nick Maddox Commissioner At-large	Category of Consumer Representative Email: kbeck@beckconsultinggggroup.us
Hodges, Stephen Tallahassee Construction Company, Inc.	Begin Term: 4/13/2010 End Term: 3/31/2016 Type: three years	Original Date: 7/22/2003 <hr/> Appointed by: Jane G. Sauls Commissioner District 2	Category of Business Person Email: stephenhodges@earthlink.net

Minority, Women & Small Business Enterprise (M/WSBE) Committee

Responsibility:

Reviews M/WSBE Program.

Created By:

Created by the BCC in 1987.

Appointments:

7 - Each Commissioner appoints one member.

Terms:

2 years. Expiration: 4 on January 31; 3 on May 30. Number of terms allowed is three. Vacancies filled for remainder of unexpired term.

Schedule:

As needed.

Contact Person/Staff:

Shanea Wilks, Director

M/WSBE Division

Office of Economic Development & Business Partnerships

Office: (850) 606-1650

Fax: (850) 606-1651

E-mail: WilksSh@leoncountyfl.gov

Members:

Wyrick, Michelle	Begin Term: 6/26/2012 End Term: 5/31/2014 Type: two years	Original Date: 6/26/2012 <hr/> Appointed by: Mary Ann Lindley Commissioner At-large I	Notes: Email: michellewyrick@eliteoperationalservices.com
Trotman, Joanie	Begin Term: 4/9/2013 End Term: 1/31/2015 Type: two years	Original Date: 4/9/2013 <hr/> Appointed by: Bryan Desloge Commissioner District IV	Email: jtrotman@myflorida.com

Hale, Christi	Begin Term: 4/9/2013 End Term: 1/31/2015 Type: two years	Original Date: 3/15/2011 <hr/> Appointed by: John Dailey Commissioner District III	Email: chale@halecontracting.net
Williams, Frank Florida Development Incorporated	Begin Term: 2/22/2011 End Term: 1/31/2015 Type: two years	Original Date: 1/31/1989 <hr/> Appointed by: Kristin Dozier Commissioner District V	Notes: Business: Florida Developers, Inc. Email: frank@fldevelopers.com
Duncan, Paula	Begin Term: 2/26/2013 End Term: 1/31/2015 Type: two years	Original Date: 2/26/2013 <hr/> Appointed by: Bill Proctor Commissioner District I	Email: pduncan@eflorida.com
Workman, Gale	Begin Term: 8/28/2012 End Term: 5/30/2015 Type: unexpired term	Original Date: 8/28/2012 <hr/> Appointed by: Jane G. Sauls Commissioner District II	Notes: Email: gale_workman@hotmail.com
Manning, Denise RESIGNED	Begin Term: 6/12/2012 End Term: 5/31/2015 Type: unexpired term	Original Date: 6/12/2012 <hr/> Appointed by: Nick Maddox Commissioner At-large II	Notes: Email: denisemanning5@hotmail.com

Christine Coble - MWSBE Manning resignation

From: Christine Coble
To: Coble, Christine
Subject: MWSBE Manning resignation

"T. DENISE MANNING" <denisemanning5@hotmail.com> wrote:

Hello ladies,

I regret to inform you that I will have to resign from my position as chair effective immediately. I will be relocation to Japan next month. I know... japan!! I had an awesome time serving with you and wish you and the council all the best!

Is it possible for you to prepare a letter stating the terms of my service with the council? I would love to keep this with my records.

I'm going to miss you!

All the best,

T. Denise Manning

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

It is the applicant's responsibility to keep this information current.
To advise the County of any changes please contact Christine Coble
by telephone at 606-5300 or by e-mail at CobleC@leoncountyfl.gov



Applications will be discarded if no appointment is made after two years.

Name: Brian Boulware		Date: 25-Mar-2014
Home Phone: (850) 877-9284	Work Phone: (850)329-6596X	Email: brian@pssoffl.com
Occupation: BUSINESS OWNER	Employer: PALMETTO SECURITY SERVICES	
Preferred mailing location: Work Address		
Work Address: 1020 EAST LAFAYETTE STREET SUITE 201		
City/State/Zip: TALLAHASSEE	FL	32301
Home Address 4662 GROVE PARK DRIVE		
City/State/Zip: TALLAHASSEE	FL	32311
Do you live in Leon County? Yes	If yes, do you live within the City limits? Yes	
Do you own property in Leon County? Yes	If yes, is it located within the City limits? Yes	
For how many years have you lived in and/or owned property in Leon County?		5.00 years
Are you currently serving on a County Advisory Committee? No		
If yes, on what Committee(s) are you a member?		
Have you served on any previous Leon County committees? No		
If yes, on what Committee(s) are you a member?		
Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference		
1st Choice: Minority, Women & Small Business Enterprise 2nd Choice: Minority, Women & Small Business Enterprise (MM)		
What cultural arts organization do you represent, if any?		
If not interested in any specific Committee(s), are you interested in a specific subject matter? If yes, please note those areas in which you are interested:		
<u>If you are appointed to a Committee, you are expected to attend regular meetings.</u>		
How many days permonth would you be willing to commit for Committee work? 4 or more		
And for how many months would you be willing to commit that amount of time? 6 or more		
What time of day would be best for you to attend Committee meetings? Day, Night		
(OPTIONAL) Leon County strives to meet its goals, and those contained in various federal and state laws, of maintaining a membership in its Advisory Committees that reflects the diversity of the community. Although strictly optional for Applicant, the following information is needed to meet reporting requirements and attain those goals.		
Race: African American	Sex: Male	Age: 42
Disabled? No	District: District 5	

In the space below briefly describe or list the following: any previous experience on other Committees; your educational background; your skills and experience you could contribute to a Committee; any of your professional licenses and/or designations and indicate how long you have held them and whether they are effective in Leon County; any charitable or community activities in which you participate; and reasons for your choice of the Committee indicated on this Application.

References (you must provide at least one personal reference who is not a family member):

Name: NICK MADDIX Telephone: 850-606-5367
Address: 301 SOUTH MONROE STREET, 5TH FLOOR, TALLAHASSEE, FLORIDA 32301

Name: Telephone:
Address:

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

AS A MEMBER OF AN ADVISORY COMMITTEE, YOU WILL BE OBLIGATED TO FOLLOW ANY APPLICABLE LAWS REGARDING GOVERNMENT-IN-THE-SUNSHINE, CODE OF ETHICS FOR PUBLIC OFFICERS, AND PUBLIC RECORDS DISCLOSURE. THE CONSEQUENCES OF VIOLATING THESE APPLICABLE LAWS INCLUDE CRIMINAL PENALTIES, CIVIL FINES, AND THE VOIDING OF ANY COMMITTEE ACTION AND OF ANY SUBSEQUENT ACTION BY THE BOARD OF COUNTY COMMISSIONERS. IN ORDER TO BE FAMILIAR WITH THESE LAWS AND TO ASSIST YOU IN ANSWERING THE FOLLOWING QUESTIONS, YOU MUST COMPLETE THE ORIENTATION PUBLICATION www.leoncountyfl.gov/bcc/committees/training.asp BEFORE YOUR APPLICATION IS DEEMED COMPLETE.

Have you completed the Orientation? Yes

Are you willing to complete a financial disclosure form and/or a background check, if applicable? Yes

Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? No

If yes, from whom?

Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? No

Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? No

If yes, please explain.

Do you or your employer, or your spouse or child or their employers, do business with Leon County? No

If yes, please explain.

Do you have any employment or contractual relationship with Leon County that would create a continuing or frequently recurring conflict with regard to your participation on a Committee? No

If yes, please explain.

All statements and information provided in this application are true to the best of my knowledge.

Signature: Brian Boulware

This application was electronically sent: 3/25/2014 10:44:34AM

Palmetto Security Services, LLC

Mr. Brian Boulware recently received the 2013 Delta Economic Lifetime Township Award (DELTA). Mr. Brian Boulware, owner of Palmetto Security Services, LLC. Beyond fulfilling his company's mission of keeping his clients and their assets safe, Mr. Boulware has committed to use his vast security experience to serve the Tallahassee community. He received his Bachelors of Arts in Criminal Justice of Saint



Augustine's University (1995) and a Master's Degree in Criminal Justice Administration from Clark-Atlanta University (2002). Palmetto Security has provided thousands of hours of in-kind security services to Making Strides Against Breast Cancer, Relay for Life, United Way and many other community organizations. The company has also partnered with Workforce Plus to offer job training and provide jobs to more than 150 individuals. In addition, Palmetto Security provides much needed financial support to Big Brothers Big Sisters of the Big Bend, "The Least of These" Program at Jacob Chapel Baptist Church and The FAMU Rattler Booster Club and Alethic Department. As of March 1, 2013, Mr. Boulware has been appointed as a Commissioner on the Private Investigation, Security and Recovery Advisory Council by Commissioner Putnam of the Florida

Department of Agricultural and Consumer Services. Mr. Boulware serves as an active member of the City of Tallahassee Minority Business and Economic Development Board. Mr. Boulware is a life time member of the prestigious Omega Psi Phi Fraternity, Inc. where he was initiated Kappa Epsilon chapter 1995 (St. Augustine's University Raleigh, NC). Mr. Boulware is the Basileus (President) of the Chi Omega Chapter of Omega Psi Phi Fraternity, Inc. Tallahassee, Florida, Board Member of the Chi Omega Social Action & Scholarship Foundation, and also serves as Director of Security of Omega Psi Phi, Inc. International Headquarters (Atlanta, GA). Most importantly, he is the husband of Soror (Delta) Shirley Frazier and, father of Searra (8 years) and Brian Shelton (6 years). As a member of the Leon County Executive Committee Republican Party, and Rotary Club of Tallahassee. Mr. Boulware continues to give back to the community by way of financial support, in-kind donations and his unwavering service to local, state and international boards and or committees.

Science Advisory Committee

Responsibility:

Evaluates scientific evidence and reports findings and recommendations pertaining to environmental issues.

Created By:

BCC established in April 1995. Amended bylaws approved 2/8/2000

Appointments:

9 members - 7 appointed by BCC, each commissioner appoints one.
2 appointed by the City

If additional government bodies desire to make appointments to the Committee, said appointments shall be of an ex-officio nature. Ex-officio members will not have voting rights, but may participate in all other proceedings of the committee.

Terms:

Terms expire March 31. Appointed members serve a two-year term and shall be eligible for Commissioner reappointment for no more than three terms, as long as they are active, interested, and adhere to the articles of the by-laws. Per the 2000 revisions to the by-laws, terms will be staggered as follows: BCC appointments representing Commission Districts I, III, and IV and City Commission appointment #1 will expire in (March) 2000. BCC appointments representing Commission Districts II, V, and the At-Large Districts and City Commission appointment #2 will expire in (March) 2001. Vacancies filled for remainder of the unexpired term.

Eligibility Criteria:

All appointees to the SAC shall be credentialed scientists.

Schedule:

Meets the first Friday of each month, 8:30 a.m., at Growth and Environmental Management Office located at 435 N. Macomb Street
Tallahassee, FL 32301

Type of Report:

Report to BCC annually.

Contact Person/Staff:

John Kraynak, Director, Environmental Services Division
Development Support & Environmental Management
435 N. Macomb Street 32301
606-1300
email: kraynakj@leoncountyfl.gov

Administrative Support:

Mechelle Cook
606-1300
cookme@leoncountyfl.gov

Lewis, Thomas	Begin Term: 1/24/2012 End Term: 3/31/2014 Type: two years	Original Date: 1/24/2012 <hr/> Appointed by: Nick Maddox	Notes: Category: Consulting Geologist Email: tlewis@chastainskillman.com
Salters, Vincent Florida State University	Begin Term: 4/10/2012 End Term: 3/31/2014 Type: two years	Original Date: 5/25/2010 <hr/> Appointed by: Bryan Desloge	Notes: Magnetic Science Email: salters@alum.mit.edu
Landing, William Oceanography Department, FSU	Begin Term: 4/10/2012 End Term: 3/31/2014 Type: two years	Original Date: 4/11/1995 <hr/> Appointed by: John Dailey	Notes: Environmental Chemistry Email: Wlanding@mailers.fsu.edu
Fusaro, Ben	Begin Term: 4/10/2012 End Term: 3/31/2014 Type: two years	Original Date: 5/25/2004 <hr/> Appointed by: Jane G. Sauls	Notes: Environmental mathematician
Hannahs, Scott	Begin Term: 3/15/2011 End Term: 3/31/2015 Type: two years	Original Date: 3/19/2009 <hr/> Appointed by: Mary Ann Lindley	Notes: Research Physicist Email: sth@curg.org
Wieckowicz, Richard	Begin Term: 3/31/2011 End Term: 3/31/2015 Type: two years	Original Date: 1/1/2005 <hr/> Appointed by: City Commission	Notes: Professional Engineer (retired) tdmlbears@yahoo.com
Newburgh, Robert	Begin Term: 4/26/2011 End Term: 3/31/2013 Type: two years	Original Date: 12/9/2008 <hr/> Appointed by: Kristin Dozier	Notes: Biochemistry Email: bobnewburgh@gmail.com

Abazinge, Michael FAMU Environmental Science Institute	Begin Term: 3/15/2011 End Term: 3/31/2013 Type: two years	Original Date: 10/14/2008 <hr/> Appointed by: Bill Proctor	Notes: Environmental Science Email: michael.abazinge@famuc.edu
Vacant	Begin Term: End Term: Type:	Original Date: 1 <hr/> Appointed by: City Commission	Notes: Email:

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

It is the applicant's responsibility to keep this information current.
To advise the County of any changes please contact Christine Coble
by telephone at 606-5300 or by e-mail at CobleC@leoncountyfl.gov



Applications will be discarded if no appointment is made after two years.

Name: Charles Cook		Date: 26-Mar-2014
Home Phone: (850) 386-4643	Work Phone: (850)445-8523X	Email: cook05@comcast.net
Occupation: CIVIL/ENVIRONMENTAL ENGINE	Employer: RETIRED	
Preferred mailing location: Work Address		
Work Address: N.A. N.A.		
City/State/Zip: TALLAHASSEE FL		
Home Address 1358 MILLSTREAM		
City/State/Zip: TALLAHASSEE FL 32312		
Do you live in Leon County? Yes If yes, do you live within the City limits? Yes		
Do you own property in Leon County? Yes If yes, is it located within the City limits? Yes		
For how many years have you lived in and/or owned property in Leon County? 40.00years		
Are you currently serving on a County Advisory Committee? No		
If yes, on what Committee(s) are you a member?		
Have you served on any previous Leon County committees? Yes		
If yes, on what Committee(s) are you a member? CODE ENFORCEMENT BOARD		
Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference		
1st Choice: Science Advisory Committee 2nd Choice: Code Enforcement Board		
What cultural arts organization do you represent, if any?		
NONE		
If not interested in any specific Committee(s), are you interested in a specific subject matter? If yes, please note those areas in which you are interested:		
N.A.		
<u>If you are appointed to a Committee, you are expected to attend regular meetings.</u>		
How many days permonth would you be willing to commit for Committee work? 1		
And for how many months would you be willing to commit that amount of time? 6 or more		
What time of day would be best for you to attend Committee meetings? Day		
(OPTIONAL) Leon County strives to meet its goals, and those contained in various federal and state laws, of maintaining a membership in its Advisory Committees that reflects the diversity of the community. Although strictly optional for Applicant, the following information is needed to meet reporting requirements and attain those goals.		
Race: Caucasian Sex: Male Age: 67		
Disabled? No District: District 1		

In the space below briefly describe or list the following: any previous experience on other Committees; your educational background; your skills and experience you could contribute to a Committee; any of your professional licenses and/or designations and indicate how long you have held them and whether they are effective in Leon County; any charitable or community activities in which you participate; and reasons for your choice of the Committee indicated on this Application.

B.S. ENGINEERING, AUBURN UNIVERSITY
FLORIDA PROFESSIONAL ENGINEER # 24530
LEON COUNTY CODE ENFORCEMENT BOARD (CHAIR)
AD HOC, STORMWATER ADVISORY COMMITTEE
CITY OF TALLAHASSEE CODE ENFORCEMENT BOARD (CHAIR)
AD HOC COMMITTEE, CHARGED WITH WRITING STORMWATER AND LANDSCAPE ORDINANCE-1990
YOUTH SPORTS COACH-BASEBALL, FOOTBALL 1988-1993
DEACON, FAITH PRESBYTERIAN CHURCH

HAVE THE TIME TO GIVE BACK TO THE COMMUNITY NOW THAT I AM RETIRED.

References (you must provide at least one personal reference who is not a family member):

Name: WILLIAM G. LESEMAN Telephone: 850 893 6253
Address: 7114 MIDLAND PASS, TALLAHASSEE, FL 32312

Name: HARRY "CHIP" MORRISON, JR. Telephone: 850 222 9684
Address: 1607 LIVE OAK PLANTATION DR. TALLAHASSEE FL 32312

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

AS A MEMBER OF AN ADVISORY COMMITTEE, YOU WILL BE OBLIGATED TO FOLLOW ANY APPLICABLE LAWS REGARDING GOVERNMENT-IN-THE-SUNSHINE, CODE OF ETHICS FOR PUBLIC OFFICERS, AND PUBLIC RECORDS DISCLOSURE. THE CONSEQUENCES OF VIOLATING THESE APPLICABLE LAWS INCLUDE CRIMINAL PENALTIES, CIVIL FINES, AND THE VOIDING OF ANY COMMITTEE ACTION AND OF ANY SUBSEQUENT ACTION BY THE BOARD OF COUNTY COMMISSIONERS. IN ORDER TO BE FAMILIAR WITH THESE LAWS AND TO ASSIST YOU IN ANSWERING THE FOLLOWING QUESTIONS, YOU MUST COMPLETE THE ORIENTATION PUBLICATION www.leoncountyfl.gov/bcc/committees/training.asp BEFORE YOUR APPLICATION IS DEEMED COMPLETE.

Have you completed the Orientation? No

Are you willing to complete a financial disclosure form and/or a background check, if applicable? Yes

Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? No

If yes, from whom?

Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? Yes

Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? No

If yes, please explain.

Do you or your employer, or your spouse or child or their employers, do business with Leon County? No

If yes, please explain.

Do you have any employment or contractual relationship with Leon County that would create a continuing or frequently recurring conflict with regard to your participation on a Committee? No

If yes, please explain.

All statements and information provided in this application are true to the best of my knowledge.

Signature: Charles E. Cook, P.E.

This application was electronically sent: 3/26/2014 8:36:34AM

**Leon County
Board of County Commissioners**


Notes for Agenda Item #4

Leon County Board of County Commissioners

Cover Sheet for Agenda #4

April 8, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of a Communities For A Lifetime Grant from the Florida Department of Elder Affairs

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator or Scott Ross, Director of Office Management and Budget
Lead Staff/ Project Team:	Don Lanham, Grants Program Coordinator Christina Pendergrass, OMB Intern

Fiscal Impact:

This item is associated with a Community For A Lifetime Grant (CFAL). The Florida Department of Elder Affairs (DOEA) has issued a purchase order to Leon County in the amount of \$4,751. The CFAL Grant does not require matching funds. A Budget Amendment Request will recognize the Grant revenue and expenditures.

Staff Recommendation:

Option #1: Accept the Communities For A Lifetime Grant from the Florida Department of Elder Affairs and approve the Resolution and associated Budget Amendment Request (Attachment #1).

Report and Discussion

Background:

The Leon County Grants Office, working with Susan Davis (Leon County Senior Outreach) and Leigh Davis (Leon County Parks and Recreation), applied for a grant from the Communities For A Lifetime (CFAL) Initiative Support Project for Elders Program. The Florida Department of Elder Affairs (DOEA) has notified the County that the grant application has been approved.

Analysis:

Through a collaborative effort between Leon County Senior Outreach and Leon County Parks and Recreation, a free teaching basic computer skills class for seniors, age 60 and over, is offered at the Miccosukee Community Center (the Center). Due to a high demand for the class, coupled with a very limited number of computers, the training is not having the desired impact of efficiently teaching the target population basic computer skills, such as keyboarding, office applications, and internet access. The CFAL Grant will be used to purchase lap top computers to be utilized at the Center. This would allow the seniors to learn these skills more quickly and become proficient with adequate “hands on” time. An additional open computer lab will be offered weekly for the seniors to allow them to practice what they have learned and let them increase their social involvement by exploring the various social media available. This program addresses two of the CFAL target issues:

- employment - teaching the clients a marketable skill
- health and wellness - granting the clients easy access to information concerning health care and reducing their isolation through the social media.

As opposed to the standard contractual agreement, the DOEA has issued a purchase order to Leon County in the amount of \$4,751. The purchase order is considered the notice to proceed. A Resolution and associated Budget Amendment Request recognizing revenues and expenditures are attached (Attachment #1).

Options:

1. Accept the Communities For A Lifetime Grant from the Florida Department of Elder Affairs and approve the Resolution and associated Budget Amendment Request (Attachment #1).
2. Do not accept the Communities For A Lifetime Grant from the Florida Department of Elder Affairs.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. Resolution and associated Budget Amendment Request

VSL/AR/SR/DAL/cp

RESOLUTION NO. _____

WHEREAS, the Board of County Commissioners of Leon County, Florida, approved a budget for fiscal year 2013/2014; and,

WHEREAS, the Board of County Commissioners, pursuant to Chapter 129, Florida Statutes, desires to amend the budget.

NOW, THEREFORE, BE IT RESOLVED, that the Board of County Commissioners of Leon County, Florida, hereby amends the budget as reflected on the Departmental Budget Amendment Request Form attached hereto and incorporated herein by reference.

Adopted this 8th day of April, 2014.

LEON COUNTY, FLORIDA

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

ATTEST:
Bob Inzer, Clerk of the Court
Leon County, Florida

BY: _____

Approved as to Form:
Leon County Attorneys Office

BY: _____
Herbert W. A. Thiele, Esq.
County Attorney

FISCAL YEAR 2013/2014 BUDGET AMENDMENT REQUEST

No: BAB14020
Date: 3/19/2014

Agenda Item No: _____
Agenda Item Date: 4/8/2014

County Administrator

Deputy County Administrator

Vincent S. Long

Alan Rosenzweig

Request Detail: Revenues

Account Information					Current Budget	Change	Adjusted Budget
Fund	Org	Acct	Prog	Title			
125	962014	334701	000	CFAL Grant		4,751	4,751
							-
							-
							-
							-
							-

Subtotal:

Expenditures

Account Information					Current Budget	Change	Adjusted Budget
Fund	Org	Acct	Prog	Title			
125	962014	56400	595	Machinery & Equipment	-	4,751	4,751
							-
							-
							-
							-
							-
							-

Subtotal:

Purpose of Request:

This budget amendment recognizes \$4,751 in grant funding from the Florida Department of Elder Affairs for a CFAL grant. The funding will be used to purchase lap top computers and a computer cart to be located at the Miccosukee Community Center. These computers will be utilized to teach computer skills to low income seniors.

Group/Program Director

Senior Analyst

Scott Ross, Director, Office of Financial Stewardship

Approved By:

Resolution

Motion

Administrator

**Leon County
Board of County Commissioners**


Notes for Agenda Item #5

Leon County Board of County Commissioners

Cover Sheet for Agenda #5

April 8, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of Payment of Bills and Vouchers Submitted for April 8, 2014 and Pre-Approval of Payment of Bills and Vouchers for the Period of April 9 through April 21, 2014

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/Project Team:	Scott Ross, Director, Office of Financial Stewardship

Fiscal Impact:

This item has a fiscal impact. All funds authorized for the issuance of these checks have been budgeted.

Staff Recommendation:

Option #1: Approve the payment of bills and vouchers submitted for April 8, 2014, and pre-approve the payment of bills and vouchers for the period of April 9 through April 21, 2014.

Title: Approval of Payment of Bills and Vouchers Submitted for April 8, 2014, and Pre-Approval of Payment of Bills and Vouchers for the Period of April 9 through April 21, 2014

April 8, 2014

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Report and Discussion

This agenda item requests Board approval of the payment of bills and vouchers submitted for approval April 8, 2014 and pre-approval of payment of bills and vouchers for the period of April 9 through April 21, 2014. The Office of Financial Stewardship/Management and Budget (OMB) reviews the bills and vouchers printout, submitted for approval during the April 8, 2014 meeting, the morning of Monday, April 7, 2014. If for any reason, any of these bills are not recommended for approval, OMB will notify the Board.

Due to the Board not holding a regular meeting the third Tuesday in April, it is advisable for the Board to pre-approve payment of the County's bills for April 9 through April 21, 2014, so that vendors and service providers will not experience hardship because of delays in payment. The OMB office will continue to review the printouts prior to payment and if for any reason questions payment, then payment will be withheld until an inquiry is made and satisfied, or until the next scheduled Board meeting. Copies of the bills/vouchers printout will be available in OMB for review.

Options:

1. Approve the payment of bills and vouchers submitted for April 8, 2014, and pre-approve the payment of bills and vouchers for the period of April 9 through April 21, 2014.
2. Do not approve the payment of bills and vouchers submitted for April 8, 2014, and do not pre-approve the payment of bills and vouchers for the period of April 9 through April 21, 2014.
3. Board direction.

Recommendation:

Option #1.

VSL/AR/SR/cc

**Leon County
Board of County Commissioners**


Notes for Agenda Item #6

Leon County Board of County Commissioners

Cover Sheet for Agenda #6

April 8, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Ratification of Board Actions Taken at the February 25, 2014 Workshop on Fire Safety Infrastructure Needs in Unincorporated Leon County

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Tony Park, P.E., Director, Public Works and Community Development
Lead Staff/ Project Team:	Tom Quillin, Chief, Emergency Medical Services Kathy Burke, P.E., Director of Engineering Services David McDevitt, Director, Development Support & Environmental Management Chad Abrams, Deputy Chief, Emergency Medical Services

Fiscal Impact:

This item has a fiscal impact. Should the Board ratify the actions taken at the workshop, the funding of hydrant placement will be increased from \$30,000 to \$100,000 per fiscal year. There is adequate funding in the current fire services budget to cover this increase. Additional fiscal impacts in out years would be considered as a part of the Livable Infrastructure for Everyone (L.I.F.E.) program implementation.

Staff Recommendation:

Option #1: Ratify the actions taken at the February 25, 2014 Workshop on Fire Safety Infrastructure Needs in Unincorporated Leon County.

Report and Discussion

Background:

At the December 10, 2013 meeting, the Board directed staff to schedule a workshop on fire safety infrastructure needs in older established neighborhoods in unincorporated Leon County. The Board approved scheduling the workshop at the January 21, 2014 meeting. The workshop was conducted on February 25, 2014.

Analysis:

At the workshop, staff presented information on the current status of the fire suppression capabilities of the fire department, and the water infrastructure that supports those firefighting activities. Staff presented options designed to improve the overall water system infrastructure by increasing the funding available to add fire hydrants in areas where the current infrastructure will support their placement. In addition, the options presented provide a pathway to possibly funding more complex water system infrastructure improvement projects, such as water line upgrades, tank and water storage improvements, and overall water system capacity through the L.I.F.E. Program.

At the workshop, the Board approved Options 1, 2, 3, 4, and 5:

1. *Increase the annual allocation of funding from the fire services fee that supports fire hydrant placement in areas where the infrastructure will support their placement from \$30,000 to \$100,000.*
2. *Adopt the draft policy on Criteria for the Placement of Fire Hydrants on Current Water Systems (Attachment #1).*
3. *Direct that fire hydrant placement be considered for funding as part of the Livable Infrastructure for Everyone (L.I.F.E.) Program.*
4. *Direct staff to include consideration of a 2/3 matching program for water system fire protection improvement projects as a part of the L.I.F.E. Program funding analysis.*
5. *Direct staff to continue working with the City of Tallahassee on the Water Masterplan implementation to ensure projects consider fire protection infrastructure improvements where possible.*

Upon ratification of this item, staff will engage community partners to assist in identifying the placement of fire hydrants on the current water system infrastructure, in accordance with the new policy. Staff intends to identify and prioritize the placement of fire hydrants for the next three to five years.

As highlighted at the workshop, the County Attorney's Office has opined that all of the expenditures of public funds for the water system improvements can only be used on public infrastructure projects.

Options:

1. Ratify the actions taken at the February 25, 2014 Workshop on Fire Safety Infrastructure Needs in Unincorporated Leon County.
2. Do not ratify the actions taken at the February 25, 2014 Workshop on Fire Safety Infrastructure Needs in Unincorporated Leon County.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. Policy on Criteria for the Placement of Fire Hydrants on Current Water Systems

Board of County Commissioners Leon County, Florida

Policy No. 14-2

Title: Criteria for the Placement of Fire Hydrants on Current Water Systems

Date Adopted: February 25, 2014

Effective Date: April 8, 2014

Reference: N/A

Policy Superseded: N/A

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that a new policy, "Criteria for the Placement of Fire Hydrants on Current Water Systems" is hereby adopted, to wit:

Staff will request input from the following community partners regarding the location of possible new fire hydrants on current water systems in the unincorporated areas of the County:

- Tallahassee Fire Department
- Volunteer fire departments
- Talquin Electric Cooperative, Inc.
- City of Tallahassee Utilities
- Leon County Public Works
- Leon County Emergency Medical Services

The placement of new fire hydrants on current water systems, subject to annual allocation of funding, shall be evaluated based on the following selection criteria:

1. The water system infrastructure's ability to support hydrant placement and provide a minimum flow of 500 gallons of water per minute, while maintaining 20 pounds per square inch of residual pressure for an extended period.
2. The distance between the proposed new hydrant location and current hydrants already in place. Areas that lack current hydrant protection will be given priority.
3. Of the fire hydrants proposed, the higher priority will be given to hydrant locations that provide the greatest benefit (i.e. number of homes and businesses).
4. Geographic diversity of new hydrant placements.
5. The availability of other funding sources to support the hydrant installation.

Adopted February 25, 2014

**Leon County
Board of County Commissioners**


Notes for Agenda Item #7

Leon County Board of County Commissioners

Cover Sheet for Agenda #7

April 8, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Adoption of Proposed Revised Policies: Policy No. 98-11, "Eligibility for Library Cards;" Policy 98-12, "Loan of Library Materials;" Policy 98-14, "Overdue Library Materials;" and, Policy No. 98-15, "Library Patron Rights and Responsibilities"

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/ Project Team:	Cay Hohmeister, Library Director Jennifer Taylor, Library Services Coordinator

Fiscal Impact:

This item has no current fiscal impact; however, adoption of revised Policy 98-14, "Overdue Library Materials" will allow for more effective and consistent collection of fines for overdue materials.

Staff Recommendation:

- Option #1: Adopt proposed revised Policy 98-11, "Eligibility for Library Cards" (Attachment #1).
- Option #2: Adopt proposed revised Policy 98-12, "Loan of Library Materials" (Attachment #2).
- Option #3: Adopt proposed revised Policy 98-14, "Overdue Library Materials" (Attachment #3).
- Option #4: Adopt proposed revised Policy 98-15, "Library Patron Rights and Responsibilities" (Attachment #4).

Report and Discussion

Background:

This agenda items seeks Board adoption of revisions to Library policies in order to 1) clarify provisions for registering for a Library card, 2) update the types of library materials that can be loaned, 3) introduce an effective method of collecting fines and fees, and, 4) update the procedures for implementing patron rights and responsibilities..

Revisions to Policy 98-15, "Library Patron Rights and Responsibilities," include up-to-date language regarding audible devices, inclusion of personal hygiene, elimination of a rule prohibiting weapons, and update the **Procedures for Implementing Patron Rights and Responsibilities Policy.**

Analysis:

The proposed revision to Policy 98-11, "Eligibility for Library Cards," makes it clear that parents and/or guardians must be present with the child who is registering for a library card; and that parents and/or guardians are responsible for all materials checked out on their minor children's cards. They may not register for additional cards if there are delinquencies or fines on any of the cards for which the parent or guardian co-signed.

Formats of library materials are changing as technology advances. Revisions for Policy 98-12, "Loan of Library Materials," establish library loan periods and the maximum number of items that may be borrowed at one time. Additionally, the revised Policy reduces the types of materials that are loaned for 21 days from ten to seven, eliminating three types that are no longer used. Children's cassette book bags have been replaced by books with CDs included. The Library no longer has talking books or comic books available for loan. Audiobooks are very popular among Library users. The specialized talking books are available to eligible Florida residents through the free services of the Florida Bureau of Braille and Talking Books Library, which loans the talking books and the equipment for playing them.

Collection of fees and fines for overdue materials has not been successfully addressed in recent years, due to a variety of factors including constraints on staff time. After consultation with the County Attorney on Policy 98-14, "Overdue Library Material," it is proposed that delinquent users receive a letter from the County Attorney and then, if the delinquency is not resolved, the matter will be referred to a collection agency utilized by Leon County or some other appropriate forum.

The revisions formalize the practices that Library staff members follow in order to help library patrons resolve overdue materials, loss of materials, and delinquencies, thus allowing them to continue to borrow library materials. New copies of lost or damaged materials, in the same format and with the same ISBN or UPC number, and a small processing fee, are accepted by the library in lieu of paying for the materials. Payment plans may be arranged for the library user to pay back the fines and fees in installments. In cases of hardship (such as loss or damage, due to documented theft, accident, or fire), Library staff may reduce or waive charges, fines or fees.

Title: Adoption of Proposed Revised Policies: Policy No. 98-11, "Eligibility for Library Cards;" Policy 98-12, "Loan of Library Materials;" Policy 98-14, "Overdue Library Materials;" and, Policy No. 98-15, "Library Patron Rights and Responsibilities"

April 8, 2014

Page 3

Revisions to Policy 98-15, "Library Patron Rights and Responsibilities" include up-to-date language regarding audible devices, inclusion of personal hygiene, elimination of a rule prohibiting weapons, and update of the Procedures for Implementing Patron Rights and Responsibilities. To comply with Florida Statutes, the County Attorney points out that Section 790.33 completely preempts local governments from having ordinances or regulations that regulate firearms. A provision regarding offensive body odor or personal hygiene that unreasonably interferes with other patron's ability to use the library has been added. Provision 3H has been updated to use the term "audible devices."

The procedures for implementing the Library Patron Rights and Responsibilities Policy have been updated to include current practices. There are no longer security guards at any of the libraries; however, a deputy sheriff is on duty at the Main Library.

Options:

1. Adopt proposed revised Policy 98-11, "Eligibility for Library Cards" (Attachment #1).
2. Adopt proposed revised Policy 98-12, "Loan of Library Materials" (Attachment #2).
3. Adopt proposed revised Policy 98-14, "Overdue Library Materials" (Attachment #3).
4. Adopt proposed revised Policy 98-15, "Library Patron Rights and Responsibilities" (Attachment #4).
5. Do not adopt the proposed revised Policies: Policy No. 98-11, Policy No. 98-12, Policy No. 98-14, and Policy No. 98-15.
6. Board direction

Recommendation:

Options #1, #2, #3, and #4.

Title: Adoption of Proposed Revised Policies: Policy No. 98-11, "Eligibility for Library Cards;" Policy 98-12, "Loan of Library Materials;" Policy 98-14, "Overdue Library Materials;" and, Policy No. 98-15, "Library Patron Rights and Responsibilities"
April 8, 2014
Page 4

Attachments:

1. Proposed Revised Policy 98-11, "Eligibility for Library Cards"
2. Proposed Revised Policy 98-12, "Loan of Library Materials"
3. Proposed Revised Policy 98-14, "Overdue Library Materials"
4. Proposed Revised Policy 98-15, "Library Patron Rights and Responsibilities"
5. Proposed Letter from the County Attorney regarding Lost/Overdue/Unreturned Materials Fines

VSL/AR/CH

Board of County Commissioners Leon County

Policy No. 98-11

Title: Eligibility for Library Cards
Date Adopted: ~~March 23, 2010~~ April 8, 2014
Effective Date: ~~March 24, 2010~~ April 8, 2014
Reference: n/a
Policy Superseded: Policy No. 95-4, "Eligibility for Library Cards," adopted June 13, 1995;
Policy No. 98-11, "Eligibility for Library Cards," adopted October 13, 1998;
Policy No. 98-11, "Eligibility for Library Cards," revised march 23, 2010

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 98-11 entitled "Eligibility for Library Cards" adopted by the Board of County Commissioners on ~~October 13, 1998~~ March 24, 2010, is hereby repealed and superseded, and a revised policy is hereby adopted in its place, to wit:

Any person residing in Leon County who can show proof of residency of the type listed in this policy is eligible to apply for a free library card. Cards are issued to individuals, not groups. Individuals must apply for a card in person. Children under the age of 18 must have parental or guardian co-signature on the card application. Children under the age of 18 who apply for a card must be accompanied by a parent or guardian for co-signature. Parents or guardians are responsible for items checked out by their children. A parent or guardian co-signing with a child under the age of 18 must present photo identification and proof of residency. The parent or guardian may not have delinquencies on his or her own card nor on other minors' cards for which the parent or guardian cosigned.

Individuals who live outside Leon County but who own property in Leon County or are employees of Leon County are eligible to apply for a free library card.: Board of County Commissioners, Sheriff, Supervisor of Elections, Clerk of the Courts, Tax Collector, Public Defender, State's Attorney, and Court Administrator, Leon County employees must provide a current pay stub, and Leon County property owners, who reside outside Leon County, must provide a tax receipt as evidence of eligibility.

Other individuals who do not meet these two eligibility criteria and who do not reside in Leon County must pay for a card at a rate of \$10 for three months; \$20 for six months or \$30 for a year.

Lost cards may be replaced by the library upon presentation of the required proof of residency and payment of \$2 for adults and \$.50 for children under the age of 18.

Individuals who apply for a library card must present photo identification. If the photo identification does not show the individual's current local street address, proof of residency in Leon County may be in the form of any of the below-listed any one of the documents listed that shows the name of the applicant and the current Leon County street address of residency, must be presented for proof of residency. ~~A parent or guardian co-signing with a child under the age of 18 must present photo~~

Eligibility for Library Cards
Policy No. 98-11

~~identification and proof of residency.~~

~~Proof of residency in Leon County may be in the form of any one of the below listed documents that shows the name of the applicant and the current Leon County street address of residency.~~

The following documents may be used as proof of residency in Leon County:

1. Florida driver's license
2. Florida identification card
3. Personal check with name and current Leon County street address imprint
4. Current lease agreement or rent receipt
5. Current utility, cable or land line phone bill
6. Automobile registration
7. Current property tax or mortgage payment receipt

Revised 4/8/2014

Board of County Commissioners Leon County, Florida

Policy No. 98-12

Title: Loan of Library Materials

Date Adopted: ~~March 23, 2010~~ April 8, 2014

Effective Date: ~~March 23, 2010~~ April 8, 2014

Reference: Ch. 257 F.S.

Policy Superseded: Policy No. 95-10, "Loan of Library Materials", adopted September 19, 1995
Policy No. 98-12, "Loan of Library Materials," adopted October 13, 1998;
Policy No. 98-12, "Loan of Library Materials," revised March 12, 2010

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 98-12, adopted by the Board of County Commissioners on ~~October 13, 1998~~ March 23, 2010, is hereby repealed and superseded and a ~~new~~ revised policy adopted in its place, to wit:

The LeRoy Collins Leon County Public Library provides the free lending of library materials to eligible borrowers in accordance with Chapter 257, Florida Statutes.

Attached to this policy and incorporated herein are "Procedures for Implementing Loan of Library Materials Policy," as amended by the Board of County Commissioners on ~~March 23, 2010~~ April 8, 2014.

Procedures for Implementing Loan of Library Materials Policy

1. Loan periods and the maximum number of items that can be borrowed vary by material type. They are:

Loan Period	Material Type *	Maximum Number
7 days	Magazines	6
	DVDs	6
21 days	Books*	<u>**</u>
	Video cassettes	6
	Audio cassettes	6
	Records	6
	Cassette book bags	6
	Talking books	6
	Comic books	6
	Compact discs (CDs)	6
	<u>Other materials (by type)</u>	<u>6</u>
Varies	Audio-visual equipment	As determined by Library Administration

2. Loan periods and maximum numbers may be revised by the Library Director, with the approval of the County Administrator, to meet changing needs for library service.

** Books borrowed on interlibrary loan are due the date indicated by the lending library and the maximum number of interlibrary loan items may not exceed the parameters set forth in the Library's circulation system.*

***No maximum on the number of books. However, the cumulative value of the books checked out may not exceed the parameters as set forth in the Library's Circulation System.*

Revised 4/8/2014

Board of County Commissioners Leon County, Florida

Policy No. 98-14

Title: Overdue Library Materials

Date Adopted: ~~March 23, 2010~~ April 8, 2014

Effective Date: ~~March 24, 2010~~ April 8, 2014

Reference: N/A

Policy Superseded: Policy No. 96-5, "Overdue Books and Materials", adopted February 13, 1996
Policy No. 98-14, "Overdue Library Materials", adopted
October 13, 1998 , revised March 23, 2010

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that:

Policy No. 98-14, adopted by the Board of County Commissioners on ~~October 13, 1998~~ March 24, 2010, is hereby repealed and superseded, and a revised policy is hereby adopted in its place, to wit:

The LeRoy Collins Leon County Public Library circulates library materials to eligible borrowers and seeks the return of all overdue library materials borrowed from the Library.

The purpose of this policy is to establish a procedure to accomplish the return of, or the payment for, overdue, lost or damaged materials, and to establish a procedure for assessing fines for overdue library materials.

Attached to this policy and incorporated herein are "Procedures for Implementing Overdue Library Materials Policy", as amended by the Board of County Commissioners on ~~March 23, 2010~~ April 8, 2010.

The Board of County Commissioners may amend these procedures from time to time as it deems appropriate in the best interest of the citizens of Leon County.

“Procedures for Implementing Overdue Library Materials Policy”

1. The procedure for obtaining the return of overdue materials will apply to those materials that are overdue as of ~~March 24, 2010~~ April 8, 2014.
2. An overdue notice shall be sent to the delinquent patron when an item becomes 21 days overdue, informing the patron of the overdue status and the possibility of further action.
3. If no response is received, within 21 more days, a bill is sent to the patron requesting payment for the item(s). Quarterly, the Library Leon County Attorney sends a letter to patrons whose overdue/lost accounts total more than \$100, requesting that the item(s) be returned and all fees and fines paid and stating that if there is no response or payment is not made, the County Attorney will utilize a collection agency and any other appropriate forum that may be necessary thereafter to collect the fees and fines. ~~When there is no response, the patron will be notified that the account will be prosecuted in Small Claims Court.~~
4. No Library materials ~~shall~~ may be borrowed ~~or renewed~~ for any Library patron identified as being delinquent in returning borrowed Library materials, nor shall a new Library card be issued to a patron being identified as delinquent until all accrued fines and fees have been paid. ~~Overdue materials may be renewed by library staff upon consultation with the Library patron.~~ If overdue materials are identified by the patron as lost, ~~current~~ replacement value of the materials and a processing charge shall be paid by the patron (~~page 3~~, paragraph 6.d).
5. ~~If action in Small Claims Court is required, the amount claimed shall be an amount sufficient to reimburse the County for court costs, the current replacement value of the overdue materials, including processing cost, and all fines accrued.~~
6. ~~5.~~ Fees and fines for overdue or lost materials shall be:
 - a. **Print Materials**
The overdue fine for print materials in the general circulating collections shall be \$.10 per day beginning at the time the Library closes on the date the item is due. The maximum fine for each overdue adult print item shall be \$3. The maximum fine for each overdue children’s print item shall be \$1.
 - b. **Reference Materials**
Reference materials are occasionally loaned based on patron need and the public use of the material at the time of the loan. The overdue fine shall be \$5 per day, per item, with a maximum fine of \$50 or the replacement cost of the item, whichever is less.
 - c. **Other Materials and Equipment**
Overdue fines shall be charged for the late and/or improper return of other materials and equipment as follows:
 - (1) Circulating materials that are not printed on paper and equipment may have different loan periods as determined at the time of the addition of that format to the collections.
 - (2) DVDs: \$1 per item per day. The maximum fine for each item is \$10.

- (3) All other non-print materials: \$.10 per day per item. The maximum fine for ~~cassette book bags~~ children's materials is \$1; the maximum fine for all other non-print materials is \$3 for each item.

d. **Charges for Lost or Damaged Materials**

- (1) Library materials reported lost or damaged beyond repair by the borrower shall require a payment of the ~~current~~ replacement value of the item and a processing fee of \$5 per hardback book or non-print item; \$2 per cataloged paperback book; ~~\$1 per uncataloged item~~; and \$1 per ~~comic book or~~ magazine. If the item is found and returned to the Library within one year, in satisfactory condition, with the library cash register receipt received at the time of payment for the item, the price paid for the item plus the processing fee shall be refunded to the borrower. Overdue fines are not charged on lost or damaged materials.
- (2) Replacement Copies of Lost or Damaged Materials – Borrowers may replace lost or damaged materials. A new copy of the lost or damaged item may be present to the library in lieu of payment for the item. The item must be in the same format and have the same ISBN or UPC number. A processing fee of \$5 per hardback book or non-print item; \$2 per paperback book; and \$1 per magazine must be paid.
- (3) In cases, of hardship, such as loss or damage due to documented theft accident or fire, the Library may waive charges, fines or fees.

7. Fines: Amnesty and Alternatives

The library does not accept or participate in alternative programs for paying library fines. This includes amnesty, fine-free days, and proposals in which other goods are given in lieu of paying fines, for example, donating canned goods in lieu of paying overdue fines.

Revised 4/8/2014

Board of County Commissioners Leon County, Florida

Policy No. 98-15

Title: Library Patron Rights & Responsibilities

Date Adopted: ~~October 13, 1998~~ April 8, 2014

Effective Date: ~~October 13, 1998~~ April 8, 2014

Reference: N/A

Policy Superseded: Policy No. 96-18, "Library Patron Rights and Responsibilities," 11/12/96 adopted November 12, 1996; Policy No. 98-15, Library Patron Rights & Responsibilities," adopted October 13, 1998

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 96-18 15, adopted on ~~November 12, 1996~~ October 13, 1998, is hereby repealed and superseded, and a new policy adopted in its place, to wit:

Publicly supported library service is based upon the First Amendment right of free expression. Leon County maintains a library environment that is conducive to all users' exercise of their constitutionally protected right to receive information. In order to protect all library users' rights of access to library facilities, to ensure the safety of users and staff, and to protect library resources and facilities from damage, the Board of County Commissioners imposes the following reasonable restrictions on the manner of library access and behavior.

1. Parents or other adults accompanying minor children are responsible for those children in the library. The library is not responsible for unattended children. Parents or other adults accompanying minor children should remain in the library during scheduled library-sponsored children's programs.
2. Eating and drinking are allowed only in designated areas of the library.
3. **Unacceptable Behaviors in the Library**
To ensure everyone's comfort, safety, and access to library resources and facilities, the following behaviors are not considered acceptable in the library:
 - a. noise or talking which disturbs others;
 - b. repetitive breaking of library rules for the use of library spaces, materials, resources, services, facilities or equipment;
 - c. intoxication resulting from the use of alcohol or drugs;
 - d. use of wrong restrooms, or restrooms for bathing;

Library Patron Rights and Responsibilities
Policy No. 98-15

- e. soliciting, peddling, or vending, whether in the library or on library grounds, parking areas, or curtilage;
 - f. fighting;
 - g. harassment; and verbal, visual, or physical abuse of other library patrons or library staff;
 - h. use of radios or TVs without headphones; using audible devices without headphone for with headphones set at a volume that disturbs others;
 - i. improper use, destruction or theft of property;
 - j. running and noisy playing;
 - k. ~~possession on library grounds of a weapon, an electric weapon or device, a firearm, a destructive device or explosive as defined in Chapter 790, Florida Statutes. The exceptions are law enforcement officers of the 2nd Judicial Circuit and library security personnel.~~
 - k. having offensive body odor or personal hygiene so as to unreasonably interfere with other patrons' ability to use the Library and its facilities;
 - l. campaigning and petitioning in the library and upon the library entryways.
 - m. sleeping.
4. Patrons who exhibit any of the above unacceptable behaviors will be asked to stop and may be asked to leave the library if the behavior continues. Failure to leave the library when asked to do so will subject the person to possible arrest under Ch. 810.08, Florida Statutes, "Trespass in Structure or Conveyance." Persons whose behavior is disruptive or dangerous may be placed on "Trespass after Warning" notification with the police.
- Library administrative staff may suspend or withdraw library privileges from anyone exhibiting the above behaviors.
5. Patrons engaging in criminal activity as defined by Florida Statutes are reported immediately to law enforcement authorities.
6. Attached to this policy and incorporated herein are "Procedures for Implementing Patron Rights and Responsibilities Policy," as revised and adopted by the Board of County Commissioners on ~~October 13, 1998~~ April 8, 2014.

Procedures for Implementing Patron Rights and Responsibilities Policy

1. Library staff members are responsible for notifying a patron that his or her behavior is unacceptable. Staff at the main library can call the ~~Security Guard~~ Deputy Sheriff to talk with the patron if that level of intervention is warranted. ~~Security Guards are not available at the branches.~~ Branch library staff may call for the Deputy Sheriff if that level of intervention is warranted.
2. If, after a first warning, the patron does not cease the unacceptable behavior, he or she may be asked to leave the library for the day. Decisions to ask a patron to leave the library are made by a library supervisor in consultation with ~~the Security Guard~~ a Deputy Sheriff, when a ~~Security Guard~~ Deputy Sheriff is available. Library supervisors are members of the library management team or designated staff.

The Tallahassee Police Department (for facilities within the city limits) or Leon County Sheriff's Department (for facilities outside the city limits) is called if a patron refuses to leave the library when asked by staff or Security Guard.

3. The Supervisor of the Day and ~~Security~~ the Deputy Sheriff are called immediately at the main library when staff or patrons witness a patron committing an unlawful or dangerous act or threatening such act. ~~The Security Guard and a library supervisor determine if the police are called.~~ At the branches, staff calls the appropriate law enforcement agency immediately.
4. ~~The Security Guard, or staff at a branch,~~ The library supervisor completes a Security Report following incidents in the library. Copies of the report are sent to the Library Director, Assistant Director, and ~~the supervisor involved.~~ The supervisor involved Director reviews the report, initials it or adds comments or a report of her own, and gives it to the library administrative assistant for copying to the management team.
5. Persons who are given a law enforcement "Trespass after Warning" at ~~the main~~ any library location should have ~~their~~ his or her picture taken for future reference. The picture, copy of the trespass notice, and identifying information are to be maintained ~~in a notebook at the information desk at the main library and all branches~~ for use by library staff for purposes of identifying such persons. ~~At the branches, a copy of the trespass notice is kept in the Branch Manager's office.~~
6. Persons who do not follow policy and procedure when using library services but who are not committing acts which warrant Trespass After Warning as the final activity may be suspended from one or all library services either permanently or for a period of time determined by Library Administration.

Revised 4/8/2014

County Attorney's Office
Suite 202, 301 S. Monroe Street
Tallahassee, FL 32301
(850) 606-2500 (Telephone)
(850) 606-2501 (Telefax)

Re: Board of County Commissioners' Policy No. 98-14
Funds Due to Leon County Public Library System for
Lost/Overdue/Unreturned Material Fines

Dear Mr. _____:

Pursuant to the Leon County Public Library System Policy No. 98-14, when materials are borrowed from any of the branch libraries or the main downtown library, they are to be returned within a set period of time. It has been brought to the attention of the Leon County Attorney's Office that you have not returned the materials borrowed from the Leon County Public Library System and, therefore, fines and other costs have been assessed against you in the amount of \$_____.

It is the intent of this letter to request that the funds be paid at the Leroy Collins-Leon County Public Library located downtown at 200 West Park Avenue on or before fifteen (15) days from the date of this letter. To the extent that you have any questions, you may contact Jennifer Taylor, Library Services Coordinator, at (850) 606-2665 prior to the expiration of the fifteen (15) calendar days.

If you do not respond to this letter, or you do not make provision for payment of the delinquent sums now due and payable, the Leon County Attorney's Office has been instructed to pursue the matter utilizing a collection agency and any other appropriate forum that may be necessary thereafter to collect said sums.

THIS IS AN ATTEMPT TO COLLECT A DEBT. PLEASE GOVERN YOURSELF ACCORDINGLY.

Sincerely,

COUNTY ATTORNEY'S OFFICE
LEON COUNTY, FLORIDA

Herbert W. A. Thiele, Esq.
County Attorney
HWAT/ea

cc: Alan Rosenzweig, Deputy County Administrator
Cay Hohmeister, Director, Leon County Public Library System

**Leon County
Board of County Commissioners**


Notes for Agenda Item #8

Leon County Board of County Commissioners

Cover Sheet for Agenda #8

April 8, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of Maintenance Agreement and Surety Device for Kingsmill Subdivision

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Tony Park, P.E, Director, Public Works & Community Development Kathy Burke, P.E., Director, Engineering Services
Lead Staff/ Project Team:	Jim Pilcher, P.S.M., Chief of Survey and Right-of-Way

Fiscal Impact:

In a separate agenda item, Kingsmill Subdivision is being considered for voluntary annexation into the City of Tallahassee, as such, there will be no fiscal impact to the County if the annexation occurs. If the annexation does not occur, routine maintenance of the roadway and drainage facilities in the Kingsmill Subdivision can be covered in Operations' current operating budget.

Staff Recommendation:

Option #1: Accept the Maintenance Agreement and Surety Device for Kingsmill Subdivision (Attachment #1).

Report and Discussion

Background:

On December 10, 2013, the Board approved the plat of Kingsmill Subdivision for recording in the public records and accepted a Performance Bond to guarantee completion of the infrastructure, which included construction and paving of roads and installation of drainage facilities.

Analysis:

Kingsmill subdivision is located in Section 27, Township 2 North, Range 1 East on the east side of Thomasville Road, approximately 0.8 mile south of the Thomasville Road/Bannerman/Bradfordville Road intersection (Attachment #2).

The construction of the subdivision continued under the performance bond since its approval and all of the items covered by the performance bond are now complete. Upon acceptance of the Maintenance Agreement and surety, the performance bond will be released by Public Works.

The proposed Maintenance Agreement requires the Contractor to repair any defects in materials and/or workmanship in the construction and paving of the road, streets, and drainage facilities that become apparent within a two-year period. This Agreement will be secured by a Certificate of Deposit in the amount of \$59,512. If during the two-year period the Contractor does not make required repairs, the County may redeem the Certificate of Deposit to make such repairs. Routine maintenance of the facilities will be covered in Operations' current operating budget.

In another item on this agenda, the Board will consider a proposal for voluntary annexation of Kingsmill subdivision into the City. If the annexation is approved, the County's Maintenance Agreement will be released upon verification from City staff that warranty has been established with the City.

Options:

1. Accept the Maintenance Agreement and Surety for Kingsmill Subdivision (Attachment #1).
2. Do not accept the Maintenance Agreement and Surety for Kingsmill Subdivision.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Kingsmill Maintenance Agreement and Certificate of Deposit
2. Location Map

This Instrument prepared by:
Herbert W.A. Thiele, Esq., County Attorney
Leon County Attorney's Office
301 South Monroe Street, Suite 202
Tallahassee, Florida 32301

MAINTENANCE AGREEMENT

THIS AGREEMENT, made and entered into this 17 day of March, 2014, between **STEGE CONTRACTING CORP.**, whose mailing address is 7110 Beech Ridge Trail, Tallahassee, FL 32312, hereinafter called the CONTRACTOR, and **LEON COUNTY**, a charter county and a political subdivision of the State of Florida, hereinafter called the COUNTY.

WHEREAS, the CONTRACTOR is the contractor of record for **KINGSMILL, LLC**, a Florida limited liability company, whose mailing address is P. O. Box 15889, Tallahassee, FL 32317, hereinafter called the DEVELOPER, and

WHEREAS, the DEVELOPER has heretofore presented a map or plat of **Kingsmill** to the Board of County Commissioners of Leon County, Florida, which map or plat was approved by said Board subject to the construction and paving of the roads and streets and installation of all drainage facilities therein and after the construction and paving of said roads and streets and installation of all drainage facilities the execution of a Maintenance Agreement by the CONTRACTOR to correct, repair, or replace according to approved design specifications and to COUNTY'S satisfaction or reimburse the COUNTY for any defects in materials and workmanship in the construction and paving of said roads and streets, and installation of all drainage facilities, and

WHEREAS, said roads and streets in said subdivision have been constructed and paved and drainage facilities installed in accordance with plans and specifications prescribed by the COUNTY, and said roads and streets, and all drainage facilities having been approved by the COUNTY.

PERFORMANCE OF THIS AGREEMENT by the CONTRACTOR shall be secured by a Certificate of Deposit in the amount of \$59,512.00 with surety thereon approved by the COUNTY and COUNTY is authorized to redeem said Certificate of Deposit without notice.

NOW, THEREFORE, THIS AGREEMENT WITNESSETH: That the CONTRACTOR hereby contract and agree to correct, repair, or replace according to approved design specifications and to COUNTY'S satisfaction or reimburse the COUNTY for all expenses that might be incurred by the COUNTY because of any defects in materials and/or workmanship in the construction and paving of said road, and streets, and installation of all drainage facilities in **Kingsmill** that become apparent within two (2) years from date of this agreement.

IN WITNESS WHEREOF the CONTRACTOR has hereunto caused their names to be signed and the COUNTY has caused its name to be signed by its Chairman of its Board of County Commissioners, and its seal affixed by the Clerk of said Board, the day and year first above written.

(Witnesses)

STEGE CONTRACTING CORP.

Douglas H. Scott (signature)

By: James E. Stege
James E. Stege, President

Douglas H. Scott (typed or printed name)

Richard A. Siskler (signature)

Richard A. Siskler (typed or printed name)

STATE OF FLORIDA
COUNTY OF LEON

The foregoing instrument was acknowledged before me this 17, day of March, 2014, by James E. Stege, President, on behalf of Stege Contracting Corp., and who is personally known to me, or has produced _____ as identification.



NOTARY PUBLIC

Signature Nancy Hayes Breslin

Typed or Printed Name Nancy Hayes Breslin

Commission Number _____

My Commission expires _____

LEON COUNTY, FLORIDA

BY: _____

Kristen Dozier, Chairman
Board of County Commissioners

ATTEST:
Bob Inzer, Clerk of the Circuit Court
Leon County, Florida

BY: _____

APPROVED AS TO FORM:
Leon County Attorney's Office

BY: _____
Herbert W.A. Thiele, Esq.

ASSIGNMENT OF CERTIFICATE OF DEPOSIT

THIS ASSIGNMENT, made this 12th day of November, 2013, by **(Developer)**, hereinafter the **"Customer"** to **Leon County**, a charter county and a political subdivision of the State of Florida, hereinafter the **"County."**

For valuable consideration, receipt of which is hereby acknowledged, the **Customer** assigns to the **County** all of the **Customer's** right, title, and interest in savings Certificate of Deposit No. 800015682 in the amount of \$132,947 issued by (Centennial Bank), hereinafter the **"Financial Institution."**

The **Customer** has delivered to the **County** the said certificate of deposit and authorized the **County** to demand and collect all previously described funds should the **Customer** become delinquent in fulfilling any of their obligations pursuant to that certain agreement, entered in reference to (Kingsmill Subdivision) and between **Customer** and **County**, to construct roads and drainage facilities.

The **Customer** directs the **Financial Institution** to pay to the **County**, the full amount of the previously described funds upon presentation of the aforementioned certificates of deposit.

IN WITNESS WHEREOF, an appropriate official of the **Customer** has signed this instrument the year and date first written above.

Signed, sealed and delivered
in the presence of:

[Signature]
(witness)
Emley Magoon
(witness)

By: [Signature]
(Robert Parrish)
(President)

Acknowledgment of Assignment

The undersigned officer of (Centennial Bank), on behalf of the (Centennial Bank), acknowledges the assignment of Certificate of Deposit No. 800015682 in the amount of \$132,947 to Leon County as security for (Robert Parrish)'s fulfillment of the above referenced obligations.

(NAME OF BANK)
By: [Signature]
William H. Davis, Jr.
(Print or Type Name)





CENTENNIAL BANK
4302 NORTHEAST BRANCH, 3110 Capital Circle Ne, Tallahassee, FL 32308

CONSUMER TIME DEPOSIT SIGNATURE CARD

ACCOUNT TYPE 0256 PAN 12-17 MO <100M	ACCOUNT MAILING ADDRESS Po Box 15889 Tallahassee, FL 32317-5889	NUMBER OF SIGNATURES REQUIRED 1
ACCOUNT NUMBER 0000000800015682	TAXPAYER ID NUMBER 259-96-3457	OPENED BY PATRICIA GRIFFIN
ACCOUNT TITLE ROBERT R PARRISH, JR	ACCOUNT OWNERSHIP Individual Account	DATE OPENED November 12, 2013

AGREEMENT. By signing this signature card you agree that the account will be governed by our Time Deposit Agreement. Among other things, this means that each term defined in that agreement has the same meaning here. You acknowledge receipt of a copy of that agreement; our Privacy Notice; the Truth in Savings disclosure; the fee schedule; and, if you have contracted for any electronic fund transfers, the disclosure and fee schedule for them; and any addenda to those documents. You have read those documents and agree to them, all of which are a part of this agreement.

SIGNATURES OF ACCOUNT HOLDERS AND ANY AUTHORIZED SIGNERS

X  (Seal)
ROBERT R PARRISH, JR

Date 11/12/13

THE INFORMATION BELOW MAY BE USED TO CONFIRM YOUR IDENTITY IF YOU TELEPHONE US OR IN OTHER CIRCUMSTANCES.

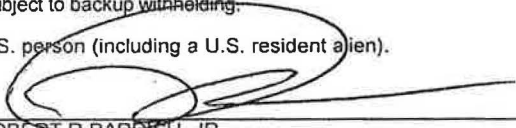
Name: ROBERT R PARRISH, JR
Street Address: Po Box 15889
Tallahassee, FL 32317-5889
SSN: 259-96-3457
Phone: (H) (850)545-4438
Phone: (W) (850)878-2494
Employment: N/A
DOB: October 25, 1954
ID: Driver's License/State ID
ID#: FL - P620-776-54-385-0
ID Expiration Date:
ID Verified Indicator: Verified
Date ID Verified: March 05, 2013

TIN/BACKUP WITHHOLDING CERTIFICATION:
Tax Identification Number. 259-96-3457

Important: Under penalties of perjury, I certify that the number shown above is my correct taxpayer identification number and that (check appropriate box):

- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding.
- I am subject to backup withholding.

I am a U.S. person (including a U.S. resident alien).

X  (Signature of U.S. person)
ROBERT R PARRISH, JR

Date 11/12/13

Jim Pilcher - Kingsmill

From: Will Davis <WDavis@my100bank.com>
To: "pilcherj@leoncountyfl.gov" <pilcherj@leoncountyfl.gov>
Date: 3/20/2014 1:53 PM
Subject: Kingsmill
CC: "Robert Parrish (rob@parrishbuilders.com)" <rob@parrishbuilders.com>, An...

Jim,

Per our earlier phone conversation, please let this email serve as verification of our discussion. Centennial bank currently has a hold on CD #800015682 in the amount of \$132,947.00 to secure a Performance Bond with the County. Per our discussion today, the hold will remain in effect until the County or Public Works agrees that all necessary requirements of the Performance Bond have been met and this hold can be released as security for the bond. Once the Performance Bond requirements are satisfied and the release is approved, Centennial Bank will simultaneously assign this CD in the amount necessary to secure the proposed Maintenance Agreement with the County.

Essentially, the hold will remain in effect throughout this process and we will not release or lower the hold until instructed by the County. If you have any questions or need any additional information please contact me at 850-894-7116.

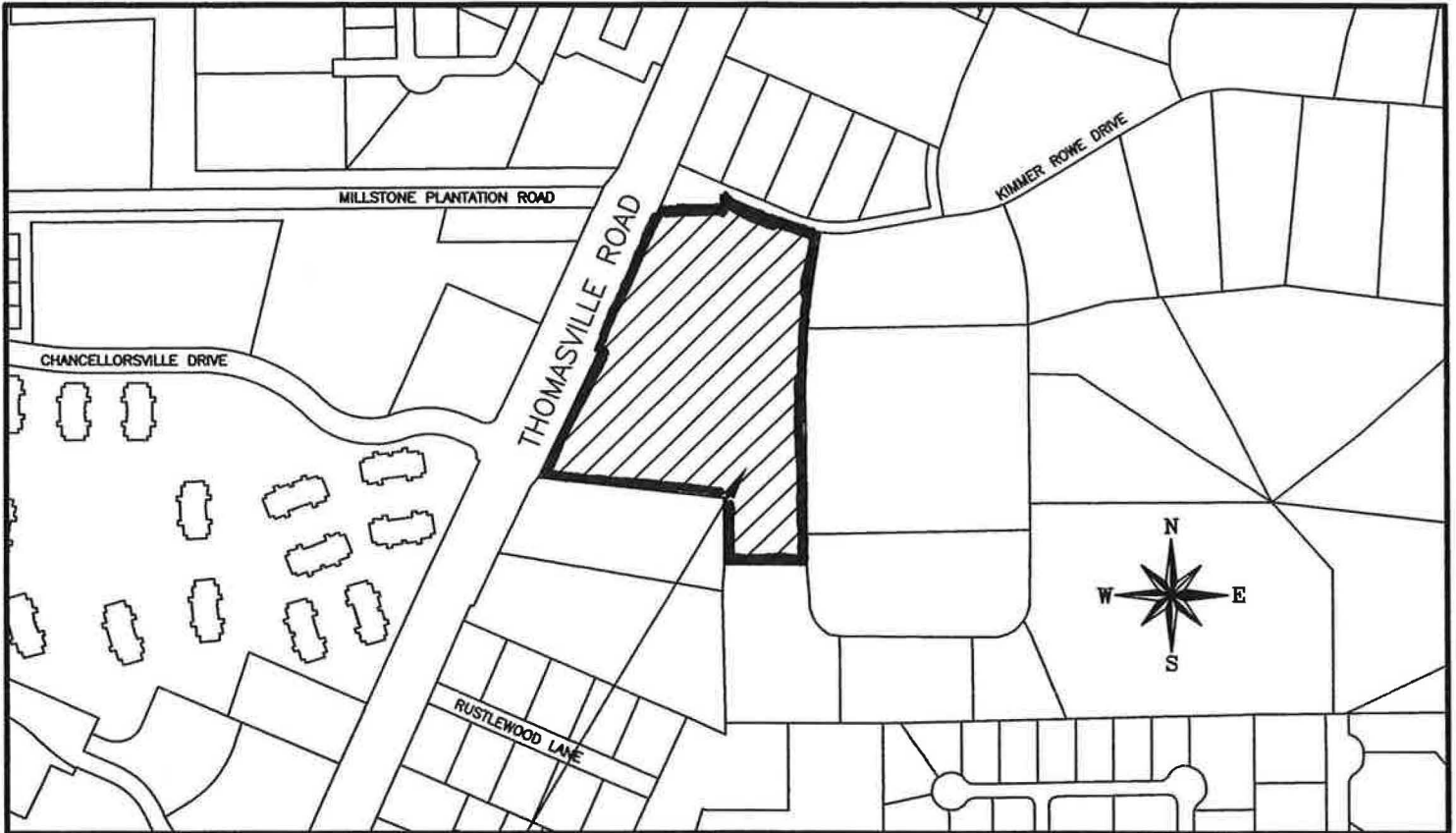
Thanks,
Will Davis

William H. Davis, Jr.
Vice President | Commercial Lending
1953 Thomasville Rd. | Tallahassee, FL 32303
Office: (850) 894-7116 | Mobile: (850) 545-3981
www.my100bank.com
wdavis@my100bank.com
NMLS ID# 675412



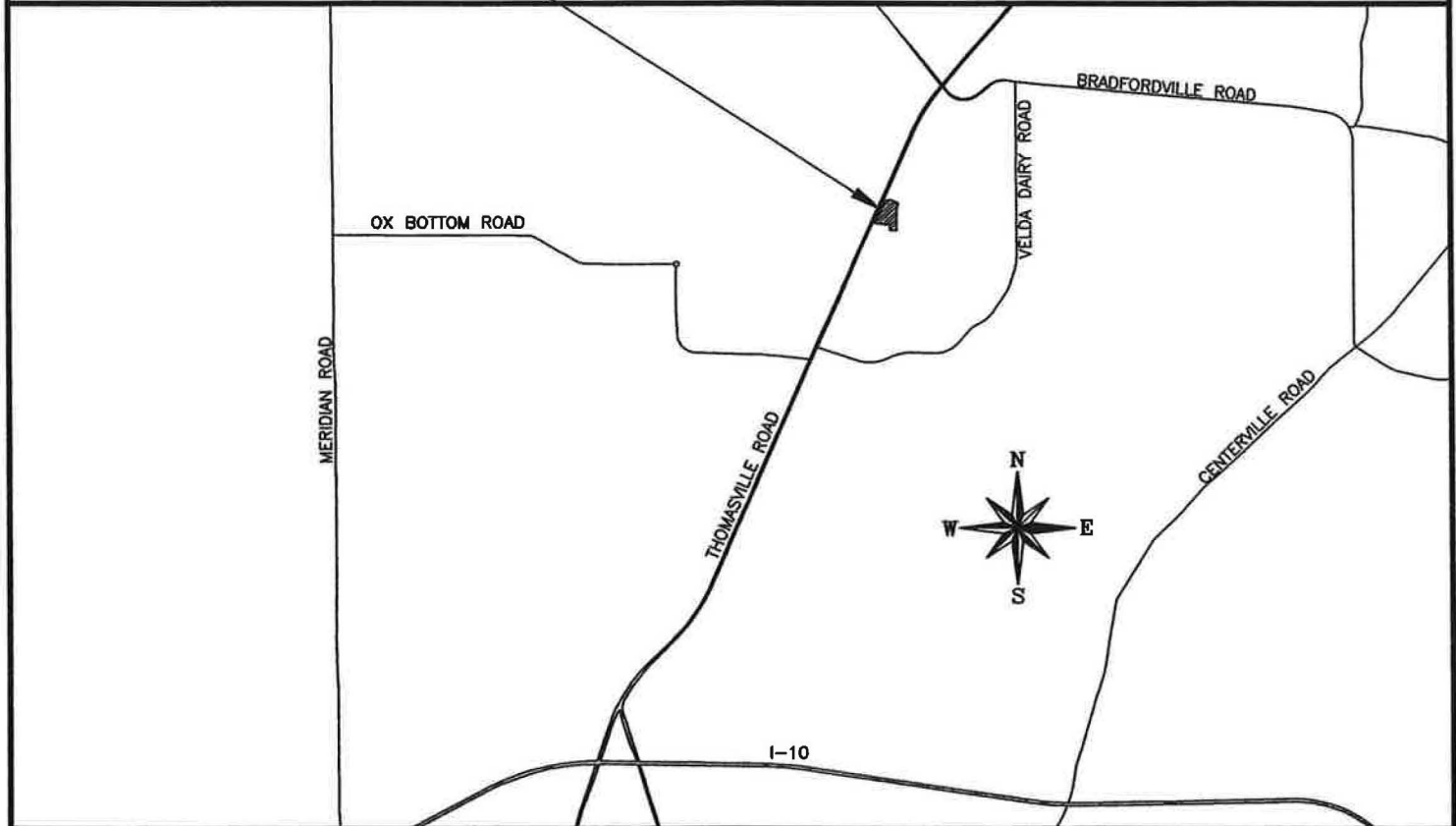
*** Important Notice to Recipient ***

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KINGSMILL

SITE MAP
SCALE 1" = 500'



LOCATION MAP
SCALE 1" = 6000'

**Leon County
Board of County Commissioners**


Notes for Agenda Item #9

Leon County Board of County Commissioners

Cover Sheet for Agenda #9

April 8, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of Deed From Centerville Trace Homeowners Association, Inc. to Leon County, Conveying Two Parcels of Property for Recording in the Public Records

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Tony Park, P.E, Director, Public Works & Community Development Kathy Burke, P.E., Director, Engineering Services
Lead Staff/ Project Team:	Jim Pilcher, P.S.M., Chief of Survey and Right-of-Way

Fiscal Impact:

This item has a fiscal impact. The County will be responsible for maintenance of two parcels, which could be covered in the existing Stormwater Maintenance Budget.

Staff Recommendation:

Option #1: Accept the deed from Centerville Trace Homeowners Association, Inc. to Leon County, conveying two parcels of property (Attachment #1), and direct staff to record in the Public Records.

Report and Discussion

Background:

Centerville Trace is a past 2/3 road improvement project with construction completed late in 2008. Part of the project included acquiring road right-of-way and drainage easements from the Centerville Trace Homeowners Association, Inc. (HOA).

Analysis:

Centerville Trace is located in Section 10, Township 1 North, Range 1 East. Its entrance connects to Centerville Road and is approximately 3/4 mile southwest of the Interstate 10/Centerville Road overpass. The Deed presented is for two parcels of property. One parcel is a stormwater management facility (SWMF) in the southeast corner of the subdivision and the other is a parcel where a dam is located (Attachment #2).

It was the intent of the HOA to convey the two parcels with the streets and drainage, but they were inadvertently left out of the description. The SWMF accepts runoff from the streets that are County-maintained and the dam creates a neighborhood pond. Prior to the County's 2/3 project, the HOA made improvements to the dam to correct structural issues. Acceptance of the Deed will allow for County maintenance activities and continued proper functioning of the facilities.

Options:

1. Accept the Deed from Centerville Trace Homeowners Association, Inc. to Leon County, conveying two parcels of property (Attachment #1), and direct staff to record in the Public Records.
2. Do not accept the Deed from Centerville Trace Homeowners Association, Inc. to Leon County, conveying two parcels of property.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Deed from Centerville Trace HOA
2. Location Map

VSL/TP/KB/JP/la

This Instrument prepared by:
Herbert W.A. Thiele, Esq., County Attorney
Leon County Attorney's Office
301 South Monroe Street, Suite 202
Tallahassee, Florida 32301

Parcel ID's: 111004 0002
111004 A0180

WARRANTY DEED

THIS WARRANTY DEED made this 12 day of December 2012, between **CENTERVILLE TRACE HOMEOWNERS ASSOCIATION, INC.**, a Florida non-profit corporation, whose mailing address is P.O. Box 13936, Tallahassee, FL 32317-3936, as **Grantor** and **LEON COUNTY, FLORIDA**, a charter county and political subdivision of the State of Florida, whose mailing address is 301 South Monroe Street, Tallahassee, Florida 32301, as **Grantee**.

WHEREAS, the Grantor conveyed perpetual easements to Grantee for roadways and drainage as per Deed for Perpetual Easement recorded in Official Record Book 3220, page 1442 of the Public Records of Leon County, Florida, and

WHEREAS, it having been the intent of the Grantor to also convey to Grantee by warranty deed the property described in attached Exhibits "A" and "B".

NOW, THEREFORE WITNESSETH: That the Grantor, for and in consideration of the sum of One Dollar and other valuable considerations, paid, receipt of which is hereby acknowledged, does hereby grant, bargain, sell and convey unto the Grantee, its successors and assigns, the following described land, lying within the County of Leon, State of Florida, to wit:

See EXHIBITS "A" and "B"
attached hereto and made a part hereof

TOGETHER with all the tenements, hereditaments, and appurtenances thereto belonging or in anywise appertaining.

TO HAVE AND TO HOLD the same in fee simple forever.

AND Grantor covenants with Grantee that Grantor is lawfully seized of the land in fee simple; that Grantor has good right and lawful authority to sell and convey the land; that Grantor fully warrants the title to the land and will defend the same against the lawful claims of all persons whomsoever; and that the land is free of all encumbrances.

[THE REMAINDER OF THIS PAGE IS LEFT BLANK INTENTIONALLY]

[SIGNATURE PAGE FOLLOWS THIS PAGE]

IN WITNESS WHEREOF the Grantor has set its hand and seal the day and year first above written.

Signed, sealed and delivered
in the presence of:

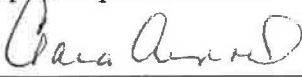
**CENTERVILLE TRACE
HOMEOWNERS ASSOCIATION, INC.**




By: 

witness signature
DAVID B. MOCK
typed or printed name

Craig Cook, President



Attest: 

witness signature
CLARA ARNOLD
typed or printed name

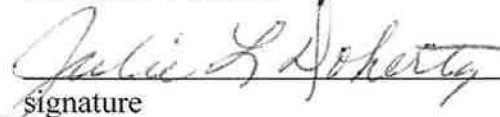
Sonia M. Fancher, Secretary

(CORPORATE SEAL)

STATE OF FLORIDA
COUNTY OF LEON

The foregoing instrument was acknowledged before me this 12 day of December, 2012, by Craig Cook and Sonia M. Fancher as President and Secretary, respectively, of Centerville Trace Homeowners Association, Inc., a Florida non-profit corporation, on behalf of the corporation and they are personally known to me or have produced _____ as identification.

NOTARY PUBLIC


signature



JULIE L. DOHERTY
typed or printed name

Title Notary Public

Commission No. _____

My commission expires 11-5-13

OR1453PC1492

"EXHIBIT A"

Commence at the intersection of the Southerly right-of-way boundary of Interstate 10 (State Road No. 8) and the West boundary of the Southeast quarter of Section 10, Township 1 North, Range 1 East, Leon County, Florida, said corner being on the Easterly boundary of Hickory Ridge Subdivision, a subdivision as per map or plat thereof recorded in Plat Book 4, Page 81 of the Public Records of Leon County, Florida, and run thence Southerly along said Easterly boundary as follows: South 00 degrees 02 minutes 24 seconds West 447.19 feet; thence South 00 degrees 01 minutes 52 seconds West 399.48 feet; thence South 00 degrees 00 minutes 53 seconds West 299.33 feet; thence South 00 degrees 02 minutes 40 seconds West 299.53 feet; thence South 00 degrees 07 minutes 08 seconds West 95.56 feet; thence leaving said boundary run South 89 degrees 53 minutes 32 seconds East 289.93 feet; thence North 16 degrees 48 minutes 22 seconds East 241.37 feet to a point on the centerline of a 40 foot ingress/egress and utilities easement; thence South 76 degrees 40 minutes 24 seconds East along said centerline 25.00 feet to a point of curve to the right; thence Southeasterly along said centerline and said curve with a radius of 180.00 feet, through a central angle of 33 degrees 34 minutes 41 seconds for an arc distance of 105.49 feet; thence North 46 degrees 54 minutes 17 seconds East 13.72 feet to a point of curve to the right; thence Northeasterly along said centerline and said curve with a radius of 570.00 feet, through a central angle of 29 degrees 24 minutes 45 seconds for an arc distance of 292.60 feet to a point of compound curve; thence Easterly along said centerline and said compound curve with a radius of 300.00 feet, through a central angle of 46 degrees 24 minutes 23 seconds for an arc distance of 242.99 feet to a point of cusp on the centerline of a 40 foot ingress/egress and utilities easement, said point being on a curve concave to the Southeasterly; thence Northeasterly along said centerline and said curve with a radius of 250.00 feet through a central angle of 25 degrees 32 minutes 53 seconds for an arc distance of 111.47 feet (the chord of said arc being North 45 degrees 29 minutes 51 seconds East 110.55 feet); thence North 58 degrees 16 minutes 17 seconds East 54.02 feet to a point of curve to the left; thence Northeasterly along said centerline and said curve with a radius of 375.00 feet, through a central angle of 29 degrees 40 minutes 19 seconds for an arc distance of 194.20 feet; thence North 28 degrees 35 minutes 57 seconds East along said centerline 78.82 feet to a point of curve to the left; thence Northeasterly along said centerline and said curve to the left with a radius of 200.00 feet, through a central angle of 11 degrees 52 minutes 18 seconds for an arc distance of 41.44 feet to the POINT OF BEGINNING. From said POINT OF BEGINNING thence continue along said curve with a radius of 200.00 feet through a central angle of 30 degrees 43 minutes 31 seconds for an arc distance of 116.23 feet; thence North 16 degrees 16 minutes 15 seconds West 125.69 feet; thence North 73 degrees 25 minutes 45 seconds East 106.13 feet to a point on the Westerly boundary of Shiloh Subdivision (unrecorded); thence South 00 degrees 03 minutes 59 seconds East along said Westerly boundary 106.85 feet; thence South 00 degrees 05 minutes 03 seconds East along said Westerly boundary 158.39 feet; thence South 89 degrees 54 minutes 57 seconds West 66.39 feet to the POINT OF BEGINNING.

The foregoing described property being subject to a cul-de-sac easement for ingress/egress and utilities, a 40 foot ingress/egress and utilities easement, and the Northerly boundary is subject to a drainage easement.

"EXHIBIT B"

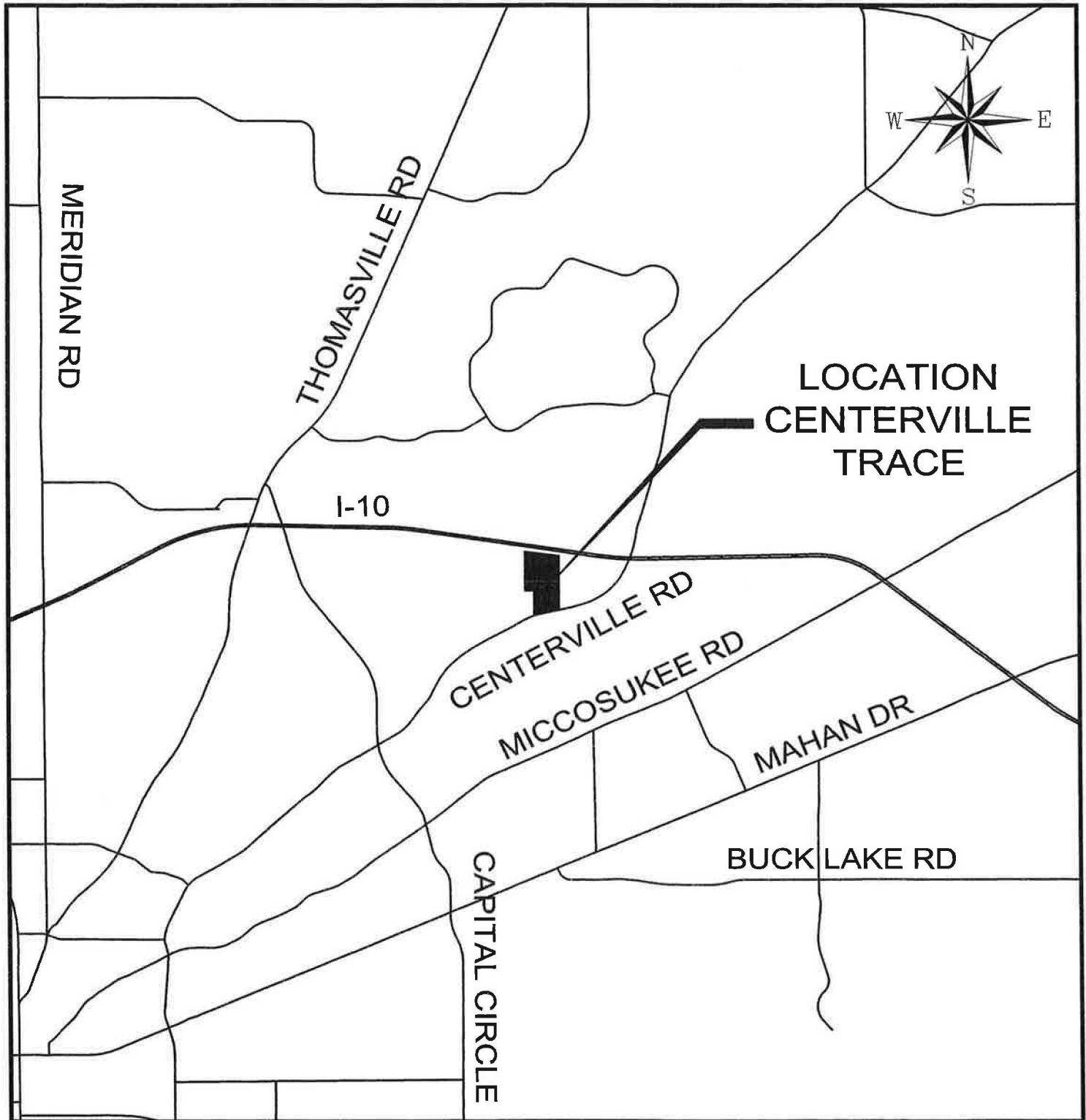
DR1453PC1493

CENTERVILLE TRACE

Lot 18, Block "A"

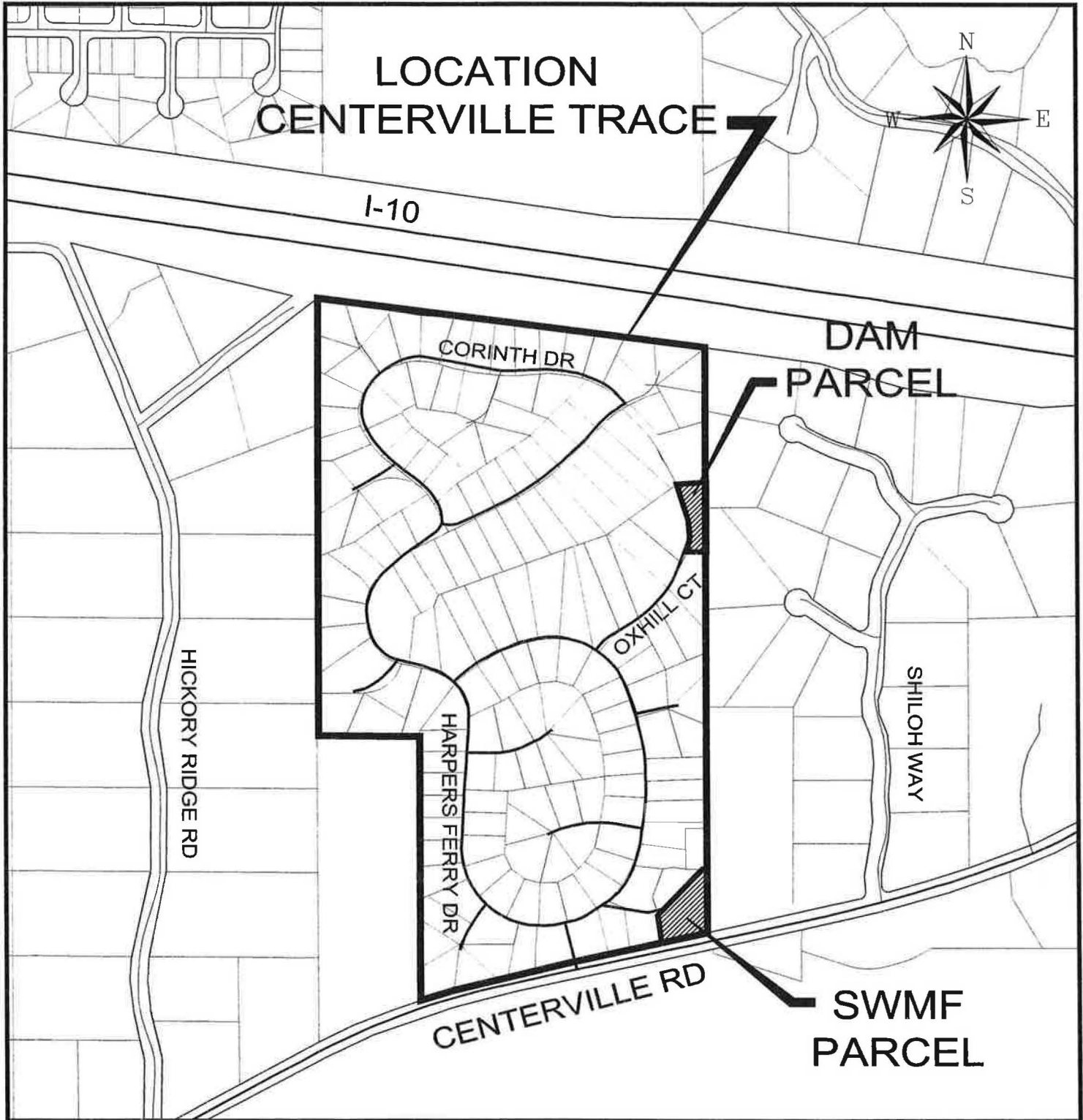
Commence at the intersection of the Southerly right of way boundary of I-10 (State Road No. 8) with the West boundary of the Southeast Quarter of Section 10, Township 1 North, Range 1 East, Leon County, Florida, and run thence Easterly along said Southerly right of way boundary as follows: South 81 degrees 38 minutes 44 seconds East 374.50 feet, thence South 86 degrees 19 minutes 33 seconds East 300.84 feet, thence South 81 degrees 38 minutes 44 seconds East 683.27 feet to the Westerly boundary of Shiloh Subdivision (Unrecorded), thence leaving said right of way boundary run Southerly along said Westerly boundary of Shiloh Subdivision as follows: South 00 degrees 02 minutes 46 seconds East 226.81 feet, thence South 00 degrees 03 minutes 59 seconds East 349.65 feet, thence South 00 degrees 05 minutes 03 seconds East 359.41 feet, thence South 00 degrees 04 minutes 51 seconds East 349.69 feet, thence leaving said Westerly boundary of Shiloh Subdivision run North 89 degrees 51 minutes 53 seconds West 9.57 feet, thence South 00 degrees 14 minutes 07 seconds West 261.38 feet, thence South 00 degrees 13 minutes 47 seconds East 174.68 feet, thence North 88 degrees 32 minutes 55 seconds West 72.21 feet, thence South 00 degrees 15 minutes 16 seconds West 145.00 feet, thence North 89 degrees 49 minutes 27 seconds East 54.58 feet to the POINT OF BEGINNING. From said POINT OF BEGINNING continue North 89 degrees 49 minutes 27 seconds East 18.00 feet, thence South 02 degrees 22 minutes 50 seconds East 236.33 feet to the Northerly maintained right of way boundary of Centerville Road (State Road No. 151), thence South 77 degrees 52 minutes 34 seconds West along said Northerly maintained right of way boundary 97.41 feet, thence South 77 degrees 38 minutes 04 seconds West along said Northerly maintained right of way boundary 53.81 feet, thence North 12 degrees 21 minutes 56 seconds West 115.42 feet to a point in a 100 foot diameter cul-de-sac, the center of said cul-de-sac being located North 11 degrees 26 minutes 46 seconds West 10.00 feet, thence North 42 degrees 58 minutes 34 seconds East 212.28 feet to the POINT OF BEGINNING.

The Westerly boundary of the foregoing described property being subject to a 100 foot diameter cul-de-sac easement.



LOCATION MAP

NOT TO SCALE



LOCATION MAP

NOT TO SCALE

**Leon County
Board of County Commissioners**


Notes for Agenda Item #10

Leon County Board of County Commissioners

Cover Sheet for Agenda #10

April 8, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Authorization to Submit Applications for the U.S. Department of Transportation's National Infrastructure Investments Grant (TIGER VI)

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Tony Park, P.E., Director, Public Works and Community Development Wayne Tedder, Director, PLACE (Planning, Land Management & Community Enhancement)
Lead Staff/ Project Team:	Shington Lamy, Assistant to the County Administrator Katherine Burke, Director, Engineering Services Joshua Pascua, Management Analyst

Fiscal Impact:

This item has a fiscal impact. The item seeks authorization to submit three separate joint County/City applications for the U.S. Department of Transportation's National Infrastructure Investments Grant (TIGER VI). Each application requests funding for a distinct region of the County and a local match of approximately 40%: Market District Activity Center Project (\$7.6 million local match); the Southside Connectivity Enhancement Completion Project (\$8 million local match); and, the High Frequency Commuter Route (\$6 million local match). It is anticipated that Blueprint 2000 funds would be utilized for the required local match for the Market District and Southside projects. The City **would** solely provide the local match for the High Frequency Commuter Route project.

Staff Recommendations:

- Option #1: Authorize the submittal of a joint County/City application for the Market District Activity Center Project for U.S. Department of Transportation's National Infrastructure Investments Grant.
- Option #2: Authorize the submittal of a joint County/City application for the Southside Connectivity Enhancement Completion Project for U.S. Department of Transportation's National Infrastructure Investments Grant.
- Option #3: Authorize the submittal of a joint County/City application for the High Frequency Commuter Route Project for U.S. Department of Transportation's National Infrastructure Investments Grant.

Report and Discussion

Background:

On May 26, 2009, the Board directed staff to evaluate sidewalk projects that total \$20 million that may be eligible for the Transportation Investment Generating Economic Recovery (TIGER) Grant Program. TIGER was a competitive grant program created by the U.S. Department of Transportation (DOT) to administer \$1.5 billion that was included in the stimulus package signed by President Obama. On July 14, 2009, staff presented a list of sidewalk projects for consideration of the TIGER Grant Program to the Board. At that time, the Board directed staff to work with the City of Tallahassee (City) on a joint application for TIGER funding.

The TIGER I grant request was in the amount of \$44 million for 26 sidewalk projects that equated to 28 miles of new pedestrian facilities, and the installation of OPTICON systems on StarMetro and County/City emergency vehicles to allow for prioritization at traffic signals. Approximately 1,400 applications were submitted with a total request of \$60 billion. On February 17, 2010, DOT announced funding awards to 51 projects for a total of \$1.5 billion. This represents 2.5% of the amount of funding requested and 3.6% of the total projects requested. Despite submitting 120 applications worth \$4.3 billion, no projects in Florida were awarded funding.

On December 16, 2009, DOT was appropriated \$600 million for TIGER II. On July 13, 2010, the Board approved a project list in the amount of \$73.4 million for the second round of funding opportunity. The County/City project list included projects identified in TIGER I, as well as sidewalk projects identified as part of the StarMetro's Nova 2010 Decentralization Plan. Additionally, the Board included the Timberlane Area Bike and Pedestrian Project as part of the TIGER II grant request. Approximately 1,700 applications were submitted with a total request of \$21 billion. On October 20 2010, DOT announced funding awards to 42 projects for a total of \$557 million. This represents 2.7% of the amount of funding requested and 2.5% of the total projects requested. Only three projects were awarded in Florida - two port projects and a bus transit project. Although there have been sidewalk projects awarded, the majority of TIGER I and II funding have been awarded to Interstate, freight rail, and port infrastructure due to the regional impact of such projects.

On July 1, 2011, DOT announced the funding availability of the National Infrastructure Investment Grant (TIGER III) in the amount of \$527 million. On October 25, 2011, the Board approved a list of sidewalk projects that were identified as part of the community's long-range plans (i.e. Bicycle and Pedestrian Master Plan, Access to School Sidewalk Projects, etc.). Unlike the previous two application processes, DOT explicitly prohibited the bundling of unrelated projects for TIGER III. As a result, the City submitted a TIGER application focused on sidewalk projects incorporated in its NOVA 2010 plan. Approximately 848 applications were submitted with a total request of \$14 billion.

On December 15, 2011, DOT announced funding awards to 42 projects for a total of \$511 million. This represents 3.6% of the amount of funding requested and 5% of the total projects requested. In Florida, only a port project in Jacksonville and a Seminole Tribe of Florida road project in Hendry County were awarded funding for TIGER III.

On January 30, 2012, DOT announced solicitation of grant applications for TIGER IV. On February 14, 2012, the Board authorized staff to re-submit the sidewalk projects from the TIGER III application for TIGER IV. Approximately 732 applications were submitted to DOT with a total request of \$12 billion. On June 22, 2012, DOT announced funding awards to 47 projects for a total of \$500 million. This represents 4% of the amount of funding requested and 6% of the total projects requested. Two projects were awarded in Florida; a multimodal project in Tampa that included funding for a 2.6-mile bicycle/pedestrian segment, and a streetcar project in Fort Lauderdale. On April 26, 2013, DOT announced solicitation of grant applications for TIGER V.

On May 14, 2013, the Board authorized staff submit a joint County/City application for the Market District Center Project for TIGER V. Approximately 585 applications were submitted to DOT for TIGER V funding. On September 12, 2013, DOT announced funding awards to 52 projects for a total of \$474 million. This represents 9% of the total projects requested. Three projects were awarded in Florida; a bicycle/pedestrian improvements project in Lee County; a streetscaping and transit improvement project in Sweetwater (Florida International University); and, a freight rail project between Ft. Lauderdale and West Palm Beach. On March 3, 2014, DOT announced solicitation of grant applications for TIGER VI.

Analysis:

TIGER VI

TIGER VI is a highly competitive grant process that is eligible to states and local governments for capital investments in surface transportation infrastructure, including highway or bridge projects, public transportation projects, passenger and freight rail, and port infrastructure projects. It is similar to the previous grant program (TIGER V); however, it has a few significant differences. The U.S. DOT received a \$600 million appropriation to administer the program, which is a 26% increase from TIGER V. As with the previous grant, U.S. DOT is required to award at least \$120 million of TIGER V funding to projects located in rural areas, which limits funding to large and mid-size communities to \$480 million.

Generally, TIGER VI funding requests must be no less than \$10 million and no more than \$200 million. TIGER VI funds up to 80% of the cost of a project. Applicants must assure a local match of at least 20% of the project cost. No more than 25% of the grant funding (\$119 million) may be awarded in a single state. Applications are due April 28, 2014. Projects seeking funding must meet all local, state, and federal requirements by June 30, 2016 and be "shovel ready" by September 30, 2016. Applicants can submit a maximum of three applications.

For TIGER VI funding, strong consideration will be given to transportation projects that “connect communities to centers of employment, education, and services (including for non-drivers), and that hold promise to stimulate long-term job growth, especially economically-distressed areas; as well as projects that seek to strengthen opportunities to expand the middle class”. County and City staff met with DOT in Washington, D.C., respectively, to discuss potential projects for TIGER VI submission. In previous TIGER rounds, the County and City have submitted a single joint application for funding in order to maximize the opportunity for funding. However, DOT indicated that submitting multiple applications would not have an adverse impact on potential TIGER funding. DOT encourages applicants to submit the maximum of three applications rather than a single application that is comprised of bundled unrelated and unlinked projects. Such projects are prohibited for TIGER funding. Additionally, DOT mentioned that a significant amount of communities that received funding submitted more than one application during the year grants were awarded.

With that in mind, County and City staff held several meetings to identify projects that could meet the TIGER VI criteria with the intent of submitting three joint County/City applications. Three geographical diverse projects have been identified for the Board's authorization for TIGER VI application submittals.

Market District Activity Center Project

As previously mentioned, the Board approved the submittal of a joint County and City application for the Market District Activity Center for TIGER V. The Market District Activity Center Project includes multiple infrastructure projects throughout the regional hub located at the intersections of Interstate 10, Thomasville Road, and Capital Circle NE. The County's improvements to the area are the construction of the north North-South multi-use trail connecting Timberlane Road to Maclay Gardens State Park, with eastward connection to Maclay Boulevard. This trail provides a critical greenway corridor, linking Maclay Gardens State Park and Timberlane trails just north of Interstate 10. The joint County/City improvements would include gateway features and signage at the four entry locations, sidewalk on a segment of Timberlane School Road, and streetscaping in the District. Additionally, the project includes stormwater improvements with a stormwater pond developed as a passive linear park with walking trails, amenities, and parking facilities.

The TIGER VI application would include funding requests for the construction of sidewalks on Timberlane Road from Meridian Street to Woodley Road (County project) and Maclay Road from Meridian Road to Thomasville Road (County project); as well as, sidewalks on the entire segment of Timberlane School Road from Timberlane Road to Live Oak Plantation Road (County/City project), and Live Oak Plantation Road from Meridian Road to Thomasville Road (City project), for a total project cost of \$19 million. As previously mentioned, TIGER VI requires a minimum local match of 20%; however, based on a review of similarly awarded TIGER projects and discussion with DOT, a local match of approximately 40% would enhance the competitiveness of the applications. Therefore, a local match of \$7.6 million (40%) is recommended. Since the Market District Activity Center is a joint County/City project that has been recommended by the Sales Tax Committee, it is anticipated that Blueprint 2000 funds would be utilized for the required local match. Should TIGER VI funding be awarded, an item would be agendaed for a Blueprint 2000 Intergovernmental Agency meeting to consider the appropriation of the required local match. Staff would re-submit the previous application with minimal revisions.

Southside Connectivity Enhancement Completion Project

The Southside Connectivity Enhancement Completion Project would be a joint County and City project. It would complete the construction of sidewalks on Magnolia Drive from Chowkeebin Nene to west of Jim Lee Road, and enhance existing Magnolia Drive sidewalks west of Jim Lee Road to Adams Street. Providing sidewalks along Magnolia Drive has been an important Board priority. Additionally, it is identified in the Capital Region Transportation Planning Agency's (CRTPA) Safe Routes to School Priority List. Additionally, the City would construct much-needed sidewalks in the South City neighborhood, which is adjacent to Magnolia Drive.

As previously mentioned, DOT intends to give strong funding consideration to transportation projects that connect economically distressed areas to centers of employment, education, and services. The completion of the Magnolia Drive sidewalk and South City sidewalks would connect a low-income community to opportunities of economic growth with links to mass transit and employment centers throughout Leon County. The total cost of the project is \$20 million. Similar to the Market District project, the Southside Project would provide a 40% local match in the amount of \$8 million. Since this would be a joint County/City project, it is anticipated that Blueprint 2000 funds would be utilized for the required local match. Should TIGER VI funding be awarded, an item would be agendaed for a Blueprint 2000 Intergovernmental Agency meeting to consider the appropriation of the required local match.

High Frequency Commuter Route Project

This StarMetro project proposes establishing the US 90 corridor (between Capital Circle NW and Capital Circle NE) as a high frequency commuter route project. Star Metro's proposal states that US 90 is heavily utilized for commute to work by residents of Leon and surrounding counties. A commuter route would help relieve congestion on US 90, where some areas exceed 48,000 auto counts per day. The TIGER VI joint application would request funding in the amount of \$16 million for the purchase of high capacity buses, park-n-ride lots, signal prioritization, farebox upgrades, and bus stops. Although the County and City would submit the application jointly, the City would solely provide the approximate 40% local match of \$6 million.

Options:

1. Authorize the submittal of a joint County/City application for the Market District Activity Center Project for U.S. Department of Transportation's National Infrastructure Investments Grant.
2. Authorize the submittal of a joint County/City application for the Southside Connectivity Enhancement Completion Project for U.S. Department of Transportation's National Infrastructure Investments Grant.
3. Authorize the submittal of a joint County/City application for the High Frequency Commuter Route Project for U.S. Department of Transportation's National Infrastructure Investments Grant.
4. Board direction.

Recommendations:

Options #1, #2, and #3.

**Leon County
Board of County Commissioners**


Notes for Agenda Item #11

Leon County Board of County Commissioners

Cover Sheet for Agenda #11

April 8, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of the 2014 Development Agreement Annual Report

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Tony Park, P.E., Director, Public Works and Community Development David McDevitt, Director, Development Support & Environmental Management
Lead Staff/ Project Team:	Ryan Culpepper, Development Services Director Ryan Guffey, AICP, Concurrency Management Planner

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Accept the 2014 Development Agreement Annual Report (Attachment #1).

Report and Discussion

Background:

The Board of County Commissioners' (Board) approved a new Development Agreement (DA) Ordinance on December 11, 2012. As part of this Ordinance, Chapter 10, Section 10-2.507 of the Leon County Land Development Code (LDC) requires annual review of DAs starting six years from the date of the approval of the Ordinance. Staff has completed this initial Status Report of current DAs to be used as a baseline for the report that will be due in 2018, pursuant to the Ordinance.

Analysis:

The focus of the DA Annual Report is to provide an inventory of these agreements between Leon County and private entities, written under the auspices of Chapter 163, Florida Statute (F.S.). The Department of Development Support and Environmental Management (DSEM), Department of PLACE, Department of Public Works, the County Attorneys' Office, and other County departments and divisions review these types of agreements, based on their particular area of expertise.

A DA allows a property owner some certainty when planning a large-scale development. The County has generally entered into F.S. 163 DAs in exchange for the applicant agreeing to provide the County various considerations (right-of-way, roadways, land, etc.) that will benefit the general public. These considerations are typically not the traditional development-related exactions (e.g. concurrency management or adequate public facilities-related) utilized to mitigate a proposed development's anticipated off-site impacts. The agreement usually includes information about size and type of development, infrastructure, environmental permits, concurrency, and other items deemed to be necessary by the relevant County departments. Attachment #1 provides a summary of each existing DA.

Options:

1. Accept the 2014 Development Agreement Annual Report (Attachment #1).
2. Do not accept the 2014 Development Agreement Annual Report.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. 2014 Development Agreement Annual Report

VSL/TP/DM/RC

2014 Development Agreement Annual Report

Bannerman Crossing III

The Bannerman Crossing III 163 Development Agreement (DA) was approved on January 21, 2014. It included entitlements from previous DA's, most notably the Lauder and DeSantis 163 Agreements. The project will consist of 20,000 square feet of office use, 71,500 square feet of retail commercial use, and 153 single family homes. The applicant will construct the Beech Ridge Trail improvement and donate 60' of right-of-way along Bannerman Road. The duration of the agreement is twenty (20) years, with an expiration date of January 14, 2034. Bannerman Crossing II consists of approximately 55,540 +/- square feet with associated outparcels.

Hopkins Crossing (aka Hopkins South)

Hopkins Crossing is a mixed use project located generally on the Southwest corner of Capital Circle Northwest and Interstate 10. A DA amendment was approved in 2009. A Planned Unit Development (PUD) was also established for the site which includes office, retail, and multi-family housing. The project currently consists of a Lowe's and Capital Walk Apartments. The apartment project was approved and permitted by the County and subsequently annexed into the City.

The office component includes a maximum of 10,000 square feet building area per acre. A maximum of 320,000 square feet of retail is allowed in the commercial retail component. The industrial component allows a maximum of 20,000 square feet per acre for principal uses and 10,000 square feet per acre for non-principal uses. The multi-family residential component allows a maximum of 800 dwelling units. None of these components are constructed as of the date of this report. Section 10-2.504 of the Land Development Code (LDC) states that a DA shall have a maximum term of twenty (20) years; therefore, the aforementioned project would expire in 2019.

Fallschase

The Fallschase project is located at Buck Lake Road and Mahan Drive. It currently consists of a McDonald's, Costco, Bass Pro Shop, and Wal-Mart. The DA allows a maximum of 750,000 square feet of commercial retail use, 1,514 dwelling units, and 35,000 square feet of office space. The project is a Development of Regional Impact (DRI), in addition to a PUD. There are future phases of commercial retail, office, and residential that have not been constructed.

DRI's are large scale projects that have impacts in more than one jurisdiction. A DRI may or may not have an expiration date in the DA or development order; the Fallschase DRI does not have an expiration date.

Park Place Regional Activity Center (aka Hopkins North)

The Park Place Regional Activity Center (RAC) was approved, subject to conditions, on January 24, 2012. The RAC designation was approved by the Board of County Commissioners. State statute allows projects that meet locational criteria and other standards to bypass the DRI process. This project is within two (2) miles of Gadsden County and would have been subject to their lower thresholds based on proximity without the RAC designation. The applicant is working with the Army Corps of Engineers due to the project's impact to jurisdictional wetlands.

This mixed use project includes a PUD establishing the following uses: 680 single family and multi-family residential dwelling units, 799,000 square feet of non-residential (includes commercial retail and office uses), 130 hotel or motel rooms, ten (10) acres for a County park, and one (1) acre of institutional use. The site is currently vacant. The Department has not received an application for site and development plan as of the date of this report. This project's expiration date is twenty (20) years from the approval date of January 24, 2012.

Black Creek Highlands

The DA for this project was approved on March 13, 2007 by the Board. The proposed project was approved for 74 single family residences and an additional seven (7), provided they met the City's definition of 'inclusionary housing.' Initially, a two-year concurrency reservation was approved, but has since expired. The project was never built. A significant issue is the provision of central water and sewer for the subject property. The term of the agreement was ten (10) years from the effective date of the re-zoning; therefore, the DA expires May 9, 2016. The Black Creek Highlands project appears to have been impacted by the recession and the expense of providing central water and sewer. An additional transportation concurrency analysis will be required if the project is re-submitted.

**Leon County
Board of County Commissioners**

Notes for Agenda Item #12

Leon County Board of County Commissioners

Cover Sheet for Agenda #12

April 8, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Acceptance of Status Report on StarMetro Bus Service in the Buck Lake Road/Mahan Drive/Miccosukee Road Area.

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/Division Review:	Alan Rosenzweig, Deputy County Administrator Shington Lamy, Assistant to the County Administrator
Lead Staff/Project Team:	Joshua Pascua, Management Analyst

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Accept the status report on StarMetro bus service in the Buck Lake Road/Mahan Drive/Miccosukee Road Area.

Report and Discussion

Background:

At the March 11, 2014 Board meeting, staff was directed to prepare a status report on bus service in the Buck Lake Road/Mahan Drive/Miccosukee Road area.

Analysis:

Current Bus Service

Bus service in Leon County is provided by City of Tallahassee-owned and operated StarMetro. StarMetro currently provides three types of bus service: traditional fixed route, paratransit, and flex routes. Fixed route bus service involves large transit buses traveling along a published route to regularly stop at established bus stops, following a schedule. Fixed route bus service on Miccosukee Road is currently served by the San Luis route, which terminates at Capital Medical Boulevard. Fixed route bus service on Mahan Drive is currently served by the Azalea route, which terminates at the Fallschase Shopping Center. Buck Lake Road does not currently have fixed route bus service.

Paratransit bus service, which is more flexible than fixed route service and uses minibuses, is provided by StarMetro through its Dial-a-Ride program. Dial-a-Ride is a transportation service for elderly and qualified persons with disabilities living in Tallahassee. In compliance with the Americans with Disabilities Act, the Dial-a-Ride Program provides curb-to-curb service with wheelchair-accessible vehicles for those who cannot access StarMetro's fixed route service. The Dial-a-Ride service is provided within $\frac{3}{4}$ mile of regular StarMetro routes. Westminster Oaks retirement community is an example of an area in unincorporated Leon County not currently served by a regularly scheduled bus route, but receiving paratransit services from StarMetro's Dial-A-Ride program. Westminster Oaks is within $\frac{3}{4}$ mile of the San Luis fixed route.

StarMetro has initiated a flex route in the Lake Jackson area north of Fred George/Crowder Roads as a pilot program funded by grants from the Federal Transit Administration. The Lake Jackson flex route combines the best of both a traditional fixed route and a demand response service. Using paratransit vehicles (like Dial-a-Ride minibuses), the Lake Jackson flex route service is a "call first" curb to curb, flexible transportation service within a dedicated service area. See Attachment #1 for a map and description of the Lake Jackson flex route service area. In addition, the Lake Jackson flex route has set time points at the Lake Jackson Town Center in order to connect with two of StarMetro's fixed routes (Big Bend and Forest), allowing riders to access all of StarMetro's bus network. The Lake Jackson flex route service area serves approximately 7,000 residents. The Lake Jackson area was chosen as the first rural location to begin a flex route due to its clusters of high population density and economic need. Attachment #1 provides greater background on the development of flex routes.

Opportunities for Expanded Service

StarMetro has identified additional flex route locations, including a Buck Lake flex route. The Buck Lake flex route could cover the area south of Miccosukee Road, west of Interstate 10 and Walden Road, north of Buck Lake Road, and east of Capital Circle. This flex route could service areas that include the Eastside Library and Westminster Oaks. As seen in Attachment #2, there is a high population density to support flex route bus service.

Title: Acceptance of the Status Report on StarMetro Bus Service in the Buck Lake Road/Mahan Drive/Miccosukee Road Area.

April 8, 2014

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StarMetro has not secured funding for any additional flex routes at this time, but continues to monitor grant opportunities that would allow for the expansion of flex routes in other portions of the community, including the Buck Lake Road/Mahan Drive/Miccosukee Road area.

Options:

1. Accept the status report on StarMetro bus service in the Buck Lake Road/Mahan Drive/Miccosukee Road Area.
2. Do not accept the status report on StarMetro bus service in the Buck Lake Road/Mahan Drive/Miccosukee Road Area.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. StarMetro Flex Routes Pilot Program Description.
2. Population Density and Income Maps of Buck Lake Road/ Mahan Drive/ Miccosukee Road County Area.

City of Tallahassee - StarMetro Flex Routes Pilot Project

Overview

StarMetro as the Community Transportation Coordinator (CTC) for Tallahassee and Leon County provides countywide transportation services to elderly, disabled and low-income citizens who lack adequate transportation to meet their medical, educational, employment and life sustaining needs. In an effort to identify more cost effective ways to meet growing demand for services, StarMetro is proposing a pilot project in which a flexible route would serve the transportation needs of citizens in the rural communities outside the City limits of Tallahassee. Last year StarMetro, as the CTC, was awarded two grants from the Federal Transit Administration Job Access Reverse Commute (JARC) program (\$169,910 and \$169,655) to develop flex routes to improve employment related transportation in the rural areas of Leon County. The JARC grants require a 50 percent local match.

A Flex route is an alternative service design that falls in between the conventional fixed-route and Paratransit models and has been proven to be a more successful way to meet transportation demand in rural areas. Flex routes will help StarMetro as the CTC better fulfill their mission of providing mobility options to residents and taxpayers in the most effective and efficient manner.

In rural areas in particular, low population densities and long travel distances make traditional fixed-route and Paratransit services either prohibitively expensive to provide, or ineffective. Reliable transportation is critical to helping rural communities and community members remain healthy, active and productive. Rural residents need access to medical, educational, employment, life sustaining activities, and many other services just as their urban counterparts. Enhancing transportation opportunities for citizens in rural communities can improve economic growth and community development which in turn will enhance the quality of life for residents in these communities.

Background

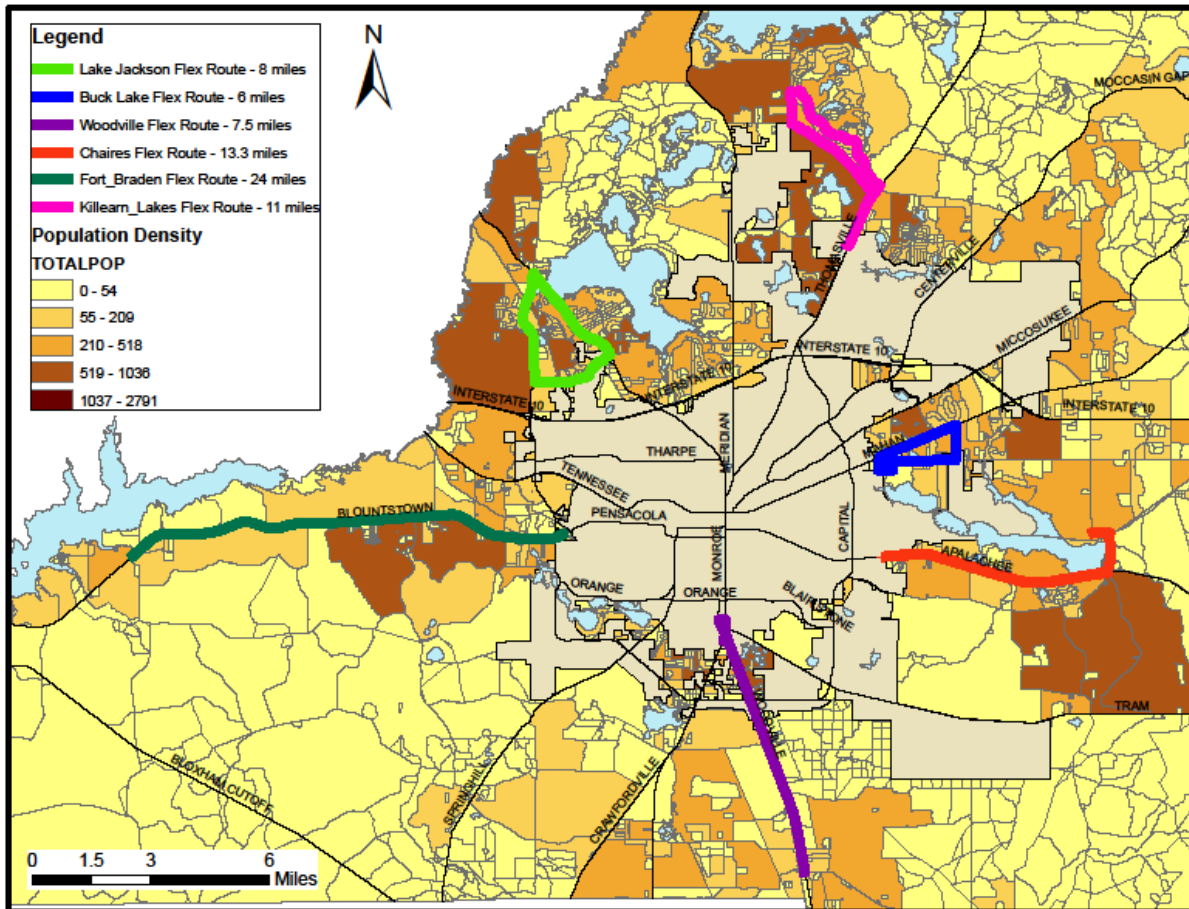
In May 2011, StarMetro hosted a Capital Mobility Summit the purpose of which was to explore ways to improve the coordination of community transportation and expand the mobility options available to all citizens of the capital region, especially the elderly, persons with disabilities and low-income individuals. Over 130 people attended the summit including a diverse group of stakeholders including transportation providers, local elected city and county officials, Government representatives, planners, state agencies, as well as public and human service organizations that have a stake in public and specialized transportation within the Capital region. From this Summit, an Action Plan was developed to improve transportation options within the region; recommend improvements ranged from increasing sidewalk connectivity to expansion of transit service. One of the hot button issues expressed by many participants was the need for public transportation in the rural areas of Leon County.

The Flex Route is a cost effective mode of transportation commonly used by transit systems across the nation to provide transportation services in rural communities where ridership may not merit the implementation of a fixed route. A flex route typically uses Para-transit vehicles (like Dial-a-Ride bus), requires a reservation, can provide curb-to-curb service to citizens traveling within a designated area, while also linking citizens to the fixed route transit system. Through the formation of a flex-route pilot project, StarMetro as the CTC would be able to extend services outside the city limits while connecting citizens to existing StarMetro fixed routes and help assess the feasibility of other transportation options in rural areas.

Areas Considered For Potential Flex Routes

A committee was formed to evaluate the potential for flex routes in Leon County. The committee consisted of representatives from Commuter Services of North Florida (CSNF), the CRTPA, Tallahassee/Leon County Planning Department, the Tallahassee Senior Center Leon County Outreach Coordinator, and StarMetro. Based on input from these entities and the 2010 Census data population density, several locations were identified throughout Leon County where flex routes may provide more cost effective service than demand response transportation as well as easily connect with StarMetro's fixed route system. Each area considered for a possible flex route is shown in **Figure 1** along with the population densities within Leon County.

Figure 1
Leon County Population Densities and Potential Flex Route Locations



Recommended Flex Route Pilot Project

Based on the Action Plan developed from input gathered from the Mobility Summit, input from the committee and an analysis of the population densities within Leon County, the Lake Jackson area was determined to be to best location to start. The Lake Jackson FLEX, as it will be called, will also be used as a pilot project to study the feasibility of providing flex routes to the other areas of Leon County identified in **Figure 1** above.

Lake Jackson FLEX

The Lake Jackson FLEX serves the green-shaded area in **Figure 2** and described as the area north of Fred George Road, east of the Leon County line, south of the intersection of North Monroe Street and Capital Circle Northwest, west of Lake Jackson and also outside $\frac{3}{4}$ mile of the StarMetro fixed route system. As this is a flex route, there is not a defined path of travel. However, the key time points are at the Huntington Oaks Shopping Center and the Oak Valley Shopping Center. The route connects citizens in the northwest portion of Leon County with two of StarMetro’s fixed routes (Big Bend and Forest) at the Huntington Oaks Shopping Center, which also includes a YMCA, Lake Jackson Branch Library and Community Center, as well as provides direct service to the Oak Valley Shopping Center and Lake Jackson Trading Post. The flex route covers an area of approximately 11 square miles with a population of approximately 7,000.





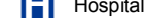
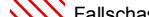




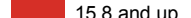
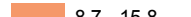
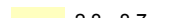


Currently, FLEX operates Monday through Friday from 6:00 a.m. to 9:00 a.m. and again from 4:00 p.m. to 7:00 p.m. Customers are able to call 2 hours in advance to request curb-to-curb transportation within the coverage area. Flex route customers pay the same fares of the fixed route system and are able to transfer between routes.

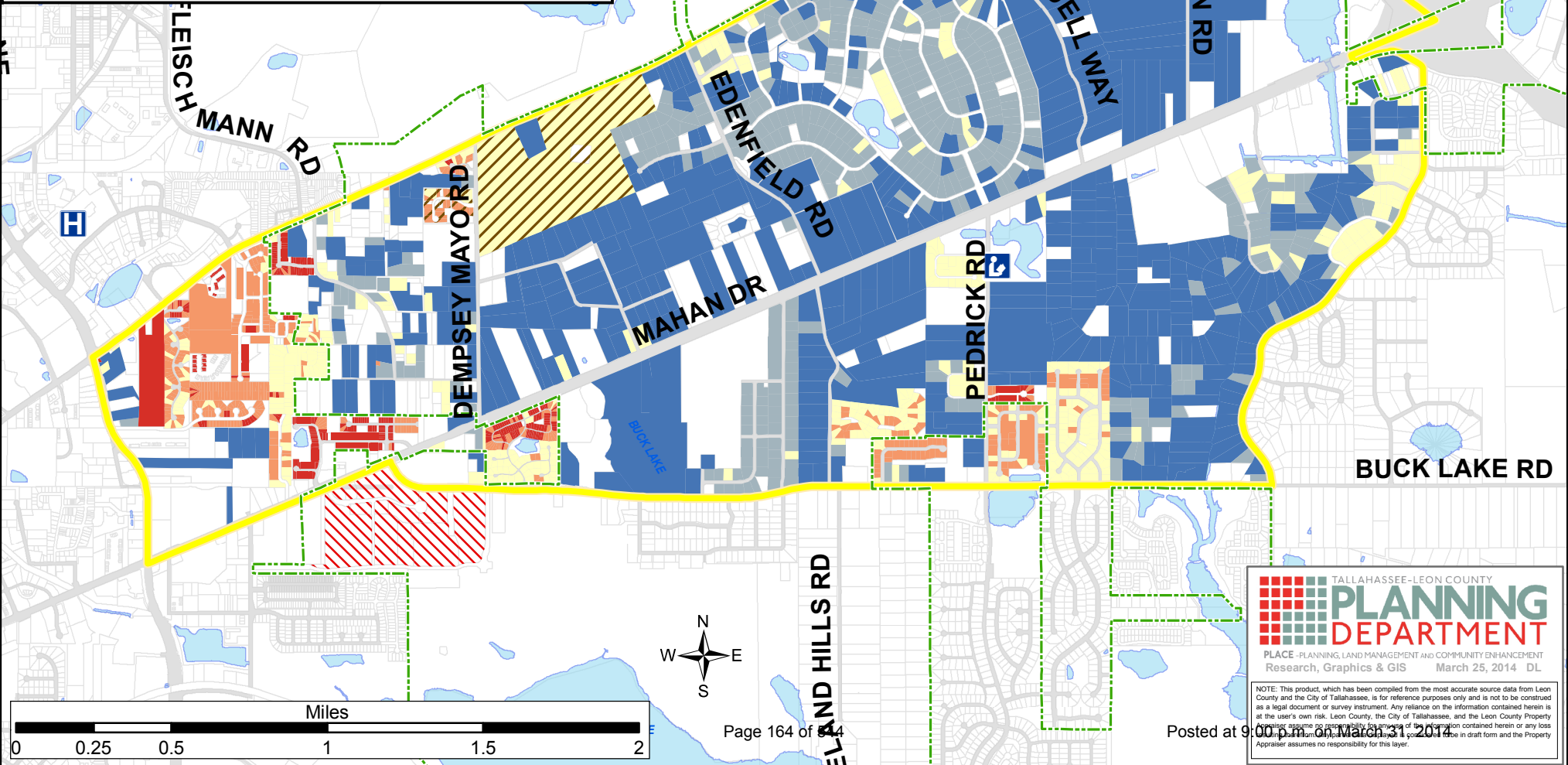
Figure 2
Lake Jackson FLEX Route Service Area



Potential Buck Lake Flex Route Bus Service Area

Legend

-  city limits
 -  Buck Lake Flex Route area
 -  Branch library
 -  Hospital
 -  Fallschase commercial
 -  Westminster Oaks properties
 -  right-of-way
 -  water course
 -  water body
 -  parcel
- | 2013 estimated population residential parcels: persons per acre | |
|---|---------------|
|  | 15.8 and up |
|  | 8.7 - 15.8 |
|  | 2.8 - 8.7 |
|  | 1.9 - 2.8 |
|  | less than 1.9 |



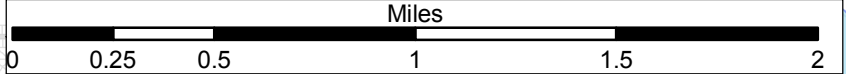
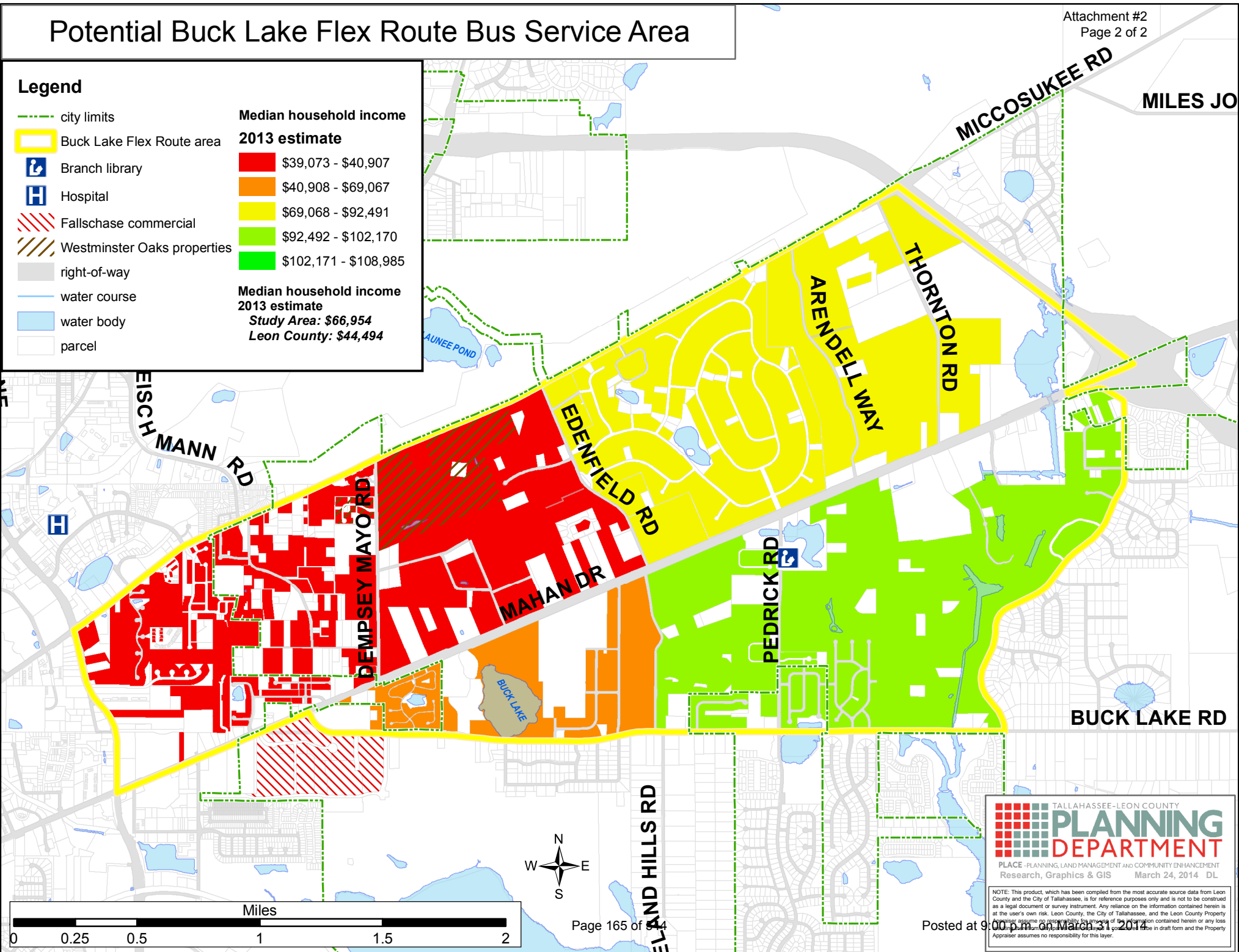
TALLAHASSEE-LEON COUNTY
PLANNING DEPARTMENT
PLACE - PLANNING, LAND MANAGEMENT AND COMMUNITY ENHANCEMENT
Research, Graphics & GIS March 25, 2014 DL

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Potential Buck Lake Flex Route Bus Service Area

Legend

- city limits
 - Buck Lake Flex Route area
 - Branch library
 - Hospital
 - Fallschase commercial
 - Westminster Oaks properties
 - right-of-way
 - water course
 - water body
 - parcel
- | Median household income
2013 estimate | |
|--|-----------------------|
| | \$39,073 - \$40,907 |
| | \$40,908 - \$69,067 |
| | \$69,068 - \$92,491 |
| | \$92,492 - \$102,170 |
| | \$102,171 - \$108,985 |
- Median household income
2013 estimate
Study Area: \$66,954
Leon County: \$44,494



TALLHASSEE-LEON COUNTY
PLANNING DEPARTMENT
PLACE - PLANNING, LAND MANAGEMENT AND COMMUNITY ENHANCEMENT
Research, Graphics & GIS March 24, 2014 DL

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**Leon County
Board of County Commissioners**


Notes for Agenda Item #13

Leon County Board of County Commissioners

Cover Sheet for Agenda #13

April 8, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval to Advance the Board's Direction on Projects Relating to the One Cent of Tourist Development Taxes, Currently Dedicated to the Performing Arts Center, for Consideration by the Community Redevelopment Agency

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/ Project Team:	Ken Morris, Director of Economic Development & Business Partnerships

Fiscal Impact:

Pending final Board direction and agreement with the City and Community Redevelopment Agency (CRA), this item addresses the utilization of 1) the existing \$4.1 million performing arts tourist development tax balance; 2) the annual recurring one-cent tourist development tax dedicated to a performing arts center; and, 3) the reimbursement of \$508,425 utilized for the demolition of the Johns Building.

Staff Recommendation:

Board direction.

Report and Discussion

Background:

In recent months, the Board has taken up a number of issues that have been overlapping in nature that may have competing, and possibly conflicting, timelines and policy implications.

At the Board's annual retreat in December 2013, the Board directed the County Administrator to work with Florida State University (FSU) on the Civic Center District Master Plan to include the potential partnership to realize the convention center space desired by the County and to bring back issues related to the County's financial and programming roles and participation for future Board consideration. The actions taken by the Board at its retreat were ratified at the January 21, 2014 meeting.

Additionally, on January 21, 2014, the Board approved a course of action and general sequence for proceeding on these matters to ensure that the Board has the best information upon which to make decisions given some of the duplicative financial and policy implications associated with these issues (Attachment #1).

On February 11, 2014, the Board held a workshop to review the Cultural Plan Review Committee's final report and recommendations (Attachment #2). Following presentations by members of the Cultural Plan Review Committee and County staff, the Board reaffirmed its preliminary direction from the workshop on October 29, 2013 to dedicate a full one cent of Tourist Development Tax (TDT) to culture in FY 2015 utilizing a portion of the penny currently dedicated to the performing arts center(s). In addition, the Board provided guidance to the Council on Cultural Arts (COCA) in anticipation of its FY 2015 budget request to assume County support in the amount of \$1,050,000 (\$150,000 from general revenue and \$900,000 from TDT funds).

Also on February 11, 2014, the Board conducted a workshop to review the Sales Tax Committee's recommendations and identify projects to be included in the tax extension (Attachment #3). Included in the Board's actions is a tentative approval to consider \$20 million for the Madison Mile Convention District. A special meeting of the Intergovernmental Agency has been scheduled for April 22, 2014 to provide the City and County Commissions the opportunity to finalize the project list in anticipation of placing the referendum on the November 4, 2014 ballot.

On March 11, 2014, the Board provided direction to staff to provide additional information regarding Ms. Peggy Brady's request for a small performing arts theatre to be developed and considered in this agenda item.

As outlined in the January 21, 2014 agenda item, subsequent to the Board's February workshops on the Cultural Plan and Sales Tax, the County Administrator was to bring back an agenda item reconciling all Board actions and to seek Board approval of any modifications to previous direction prior to moving forward to the Community Redevelopment Agency (CRA)..

Analysis:

1. Community Redevelopment Agency Related to the Tourist Development Tax

Leon County currently collects all five cents of the TDT allowable under section 125.0104, Florida Statutes. Four of the five cents are used to fund the Tourist Development Plan and one cent is set aside, by Interlocal Agreement with the City and CRA, in an account dedicated for a performing arts center(s) in the downtown district of the CRA (Attachment #4). During the October 29, 2013 Workshop on the Future Uses for the One Cent of TDT Currently Dedicated to a Downtown Performing Arts Center, the Board acknowledged the substantial likelihood that the proposed performing arts center(s) led by Florida Center for Performing Arts and Education would not be realized given the lack of adequate private financial support and strong opposition by the Sales Tax Committee (Attachment #5). In addition, the latest extension of the Florida Center for Performing Arts and Education's option agreement with the City for the Johns Building site had expired a month prior to the workshop, on September 30, 2013, due to their inability to meet fundraising benchmarks.

During the October 29, 2013 workshop, the Board authorized the County Administrator to take the necessary steps to return the encumbered balance (approximately \$4.1 million presently) set aside for the downtown performing arts center(s) back into the Tourist Development Tax Trust Fund pursuant to the Interlocal Agreement. The Interlocal Agreement contemplates the possibility of a performing arts center(s) not being constructed and, under said circumstances, returning the accrued funds back to the Tourist Development Tax Trust Fund without the dissolution or renegotiation of the Interlocal Agreement. This requires the City and CRA to formally acknowledge that the performing arts center(s) is no longer a viable pursuit under the terms of the agreement, which also requires other funding sources to provide for the majority of the costs as part of the agreement. Additionally, the Board approved seeking a reimbursement for the \$508,425 in TDT funds spent on the demolition and clearing of the Johns Building site for the proposed performing arts center(s). However, an amendment to the Interlocal Agreement would be recommended to effectuate change for use of the recurring TDT funds.

Should the recurring funds currently dedicated to the performing arts center(s) become available, the Board provided preliminary direction to utilize approximately half of those recurring TDT funds to increase its financial support of the arts. This action was affirmed by the Board through the support of the Cultural Plan implementation. Combined with the County's current investment, this would result in a full cent of TDT funds dedicated to the cultural arts.

The Board's direction included maintaining the current re-granting funding levels, creating a capital grants program for cultural organizations, and identifying other cultural community funding needs in accordance with Florida Statutes for the use of TDT funds. The attached memorandum was prepared in response to a request of the Cultural Plan Review Committee. Specifically, the memorandum notes:

In short Florida Statute 125.0104(a)(1) limits the use of TDT funds to publicly owned and operated convention centers, sports stadiums, sports arenas, coliseums, or auditoriums, and likewise specifically permits the expenditure of TDT funds for museums and zoological parks that are owned and operated by not-for-profit organizations and open to the public, as an exception to the general requirement that facilities by publically owned to be eligible for use of such funds. (See, AGO 00-25, April 26, 2000).

The additional funding would increase the County's TDT investment in culture by approximately \$400,000 annually, or 78%. However, this increase cannot be effectuated until the Board meets with the CRA and City Commission on the reallocation of TDT currently dedicated to the performing arts center(s). If successful, the County's projected budget for cultural arts in FY 2015 would be approximately \$1,050,000.

2. FSU Madison Mile Convention District

At the Board's invitation, former FSU President Eric Barron presented the University's master plan for the Madison Mile Convention District at the Board's retreat. Following the presentation, the Board elevated this project as one of its strategic initiatives and directed the County Administrator to work with FSU in identifying a potential partnership to realize the convention center space desired by the County (Attachment #6). The County Administrator was directed to bring back his findings related to the County's financial and programmatic roles and participation for the Board's consideration.

As previously mentioned, both Commissions have approved the FSU Madison Mile Convention District in the amount of \$20 million as part of the economic development portion of the sales tax extension. The Board was clear in its deliberations on the \$20 million allocation that the project must be further developed before a final determination can be made and formal agreements are executed with the Intergovernmental Agency (IA) in order to provide these sales tax funds for construction. County and City staff have been participating in the early stages of the master planning process with FSU's consultant team and the County Administrator has been in regular contact with FSU's leadership team following the departure of former President Barron. During this period of transition at FSU, the FSU Madison Mile Convention District project will continue to be led by the president's office at FSU.

Near the completion of the master plan for the FSU Madison Mile Convention District, FSU will engage in a competitive qualification solicitation process to identify prospective hoteliers or developers to construct and operate a full service hotel and convention center on the Civic Center site. FSU has also expressed a willingness to explore the potential of incorporating some dual-purpose functionality into these projects that would take into consideration the community's desire for a performing arts theater. To be clear, FSU has not made any commitments on this issue and is unable to do so at this juncture of the project, but is willing to consider it.

To successfully attract qualified respondents for the construction and operation of a full service hotel and convention center, FSU is seeking the County's commitment of a ½-cent of TDT funds for the successful operation and maintenance of the convention center. Public financing for the construction and operation of convention centers is very common, particularly in Florida, which specifically authorizes the use of TDT funds for such purposes. The CRA explored this issue from 2010-2012 with the help of a consultant to determine the market conditions for a hotel and convention center. The CRA elected to not move forward on the project to identify potential developers at that time citing the expensive construction and operating costs. Instead, the CRA directed staff to explore options that would reduce construction and operating costs.

The proposed partnership with FSU on the Madison Mile Convention District offers the potential of a privately constructed full service hotel at no cost to local taxpayers and the construction of a convention center with limited exposure of local resources, up to \$20 million, as tentatively agreed upon by the County and City Commissions for the sales tax extension. The initial annual operating deficit of \$1.8 projected by HVS Consulting in 2011 could be mitigated by constructing a slightly smaller venue, the colocation of other successful entertainment and conference venues such as the Civic Center and Turnbull Center, and the relocation of the School of Hospitality which would infuse an abundance of talented and cheap labor for the operation of both the hotel and convention center. That being said, the County's financial support of convention space, through both sales tax funds and/or TDT revenues, must ensure that the facility has the capacity to generate county-wide conventions/conferences and events to support multiple existing hotels, restaurants, and attractions.

Similar to the Board's desire to increase funding for cultural arts, the ability to support this request without a significant impact on the County's visitor marketing program requires the City and CRA to relinquish the one cent of TDT currently dedicated to the performing arts center(s) under the Interlocal Agreement. The FY 2015 revenue projection for a ½-cent of the TDT is approximately \$450,000. While FSU is seeking a commitment from the County at this time in order to proceed with this project, TDT funds would not be needed until the convention center nears operation, which could be at least several years away. This could provide the Board an interim period of several years to utilize a ½-cent of TDT for tourism-related investments until the convention center is operational or the funds could be accumulated for the future operational needs of the facility.

3. Downtown Theatre Project on College Avenue

On February 24, 2014, Ms. Peggy Brady submitted a proposal for a Downtown Theatre project located adjacent to the Governor's Club on College Avenue that would operate as a year round facility (Attachment #7). The proposal calls for the Downtown Theatre to be a professional producing theatre similar to the Hippodrome Theatre in Gainesville. The estimated total cost of this facility from present condition to completion is estimated at \$2.5 - \$3.2 million, which is inclusive of all design and construction costs, acquisition, theatre outfitting costs and the beginning of an operating endowment.

This project had previously been initiated by Mr. Mike Sheridan and his willingness to donate \$1 million toward a small performing arts center with the caveat that another group assist with the project development. Ms. Elise Judelle and Ms. Brady are serving as Project Managers for the Downtown Theatre and indicate that other private individuals and businesses have expressed an interest in supporting the Theatre. The proposal seeks \$1.5 million in construction costs from the \$4.1 million of TDT revenues set aside for a downtown performing arts center(s) under the terms of the Interlocal Agreement with the City and CRA and \$300,000 annually for operations. Based on the documents submitted to the County, this project appears to still be very much in the conceptual phase and will require additional information for further consideration.

Title: Approval to Advance the Board's Direction on Projects Relating to the One Cent of Tourist Development Taxes, Currently Dedicated to the Performing Arts Center, for Consideration by the Community Redevelopment Agency.

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The TMH Foundation currently owns the proposed site and building so the acquisition, title, construction, and long-term maintenance would need to be determined prior to any financial commitments. At the Board's request, Facilities staff performed a preliminary analysis in May 2013 that estimated a maximum seating capacity of approximately 250 people for a one-story theatre with the possibility of additional balcony seating. A pro forma or some other level of market analysis would be needed to understand the financial parameters of the Theatre and to attract additional private sector investors.

In light of this new proposal for a performing arts venue in the downtown area that could be eligible for use the existing funds, the Board may wish to revisit its prior direction from October 29, 2013 seeking that all of these funds be returned to the County. Instead, the Board may wish to explore this proposal further as part of the April 24, 2014 CRA meeting agenda. The Board's level of support and potential financial commitment for this project may help determine its position on what to do with the \$4.1 million of TDT funds currently set aside for the performing arts center(s). For example, the Board may wish to maintain the \$4.1 million set aside for the performing arts center(s) under the current terms and conditions, thereby providing a potential funding source for the Downtown Theatre Project. Following construction, the remaining balance could be utilized as an endowment to support operating costs.

Another funding option to support this project would be to provide the \$300,000 in operating support from the Board's proposal to increase cultural investments to a full cent of TDT. However, this would negate much of the recent Cultural Plan efforts, as it would limit the 'new money' available for other priorities identified in the Plan including the capital grants program.

As noted in the County Attorney's memorandum (Attachment #8), for the downtown theater project being discussed to receive TDT funds for capital improvements and/or operating expenditures, it must be owned and operated by the public (this could be implemented through a service contract and lease); similar to the investment made at the amphitheater.

Given the need for additional information on this proposal and the potential support from both Commissions, the Board may wish to agenda this matter at the CRA meeting. Should both Commissions wish to pursue this further, staff recommends that consideration for financial support with TDT funds be limited to the encumbered funds set aside for the performing arts center(s). Alternatively, the Board may wish to reach an agreement with the City/CRA on how to reallocate the \$4.1 million for some other purpose in accordance with Florida Statutes for use of such funds.

Summary and Options

The confluence of the Board's actions at the October 29, 2013 workshop on TDT and the performing arts center, the Cultural Plan Review Committee's report, the sales tax extension including the FSU Madison Mile Convention District, and potentially a Downtown Theatre have presented an opportunity for the Board to evaluate a number of overlapping and competing projects in a short period of time and chart a course of action to invest resources in key community projects. This item seeks the Board's guidance to address these matters with the City Commission at the next CRA meeting on April 24, 2014 at 9:30 a.m.

Should the Board wish to address these TDT matters with the CRA and City, an amendment to the interlocal agreement between the County, City, and CRA would be required to implement the following:

1. Direct staff to prepare an agenda item for consideration to amend the Interlocal Agreement at the April 24, 2014 CRA meeting that addresses the following:
 - a. The CRA would maintain the \$4.1 million fund balance (plus what is collected through September 30, 2014) set aside for the performing arts center(s) under the current terms and conditions, which includes recommendations being subject to final approval by the County and City. Projects that may be considered include, but are not limited to:
 - i. The proposed Downtown Theatre Project on College Avenue.
 - ii. Performing arts space as part of convention center project.
 - iii. Or, other performing arts projects as recommended by the CRA.
 - b. The City is provided three years to make improvements of the Capital City Amphitheater and/or Meridian Building for the purpose(s) requested by the County in an amount equal to the \$508,425 utilized for the demolition of the Johns Building; any balance not utilized during this period of time will be reimbursed to the County's Tourist Development Trust Fund.
 - c. A formal acknowledgement that effective September 30, 2014, all future one cent TDT currently dedicated to the performing arts center(s) shall no longer be dedicated for such purpose and shall be retained by the County to be utilized in accordance with Florida Law.

With regard to the Cultural Plan implementation, staff recommends the Board continue to implement utilizing approximately ½-cent currently dedicated to the performing arts center(s) toward the overall support of the cultural and arts community through the establishment of the new capital grants program and other community needs identified in the Cultural Plan consistent with section 125.0104, Florida Statutes. This action results in one full cent of TDT tax being dedicated to the cultural arts or in increase of 78%. Upon the approval of the amendment to the Interlocal Agreement, staff recommends that the Board:

2. Direct staff to schedule a Public Hearing to amend the Tourism Plan (Ordinance) to allocate a total of one cent of TDT to support cultural arts starting in FY 2015.

If the sales tax extension is approved and the Madison Mile Convention Center project is funded, then a ½ cent of tourist development tax will be necessary to support the on-going operations and maintenance of the facility. Given a number of milestones need to be reached prior to the facility being constructed and opened, the Board may wish to provide the following direction:

3. Upon approval of the sales tax extension, direct the County Administrator to negotiate a preliminary agreement, subject to Board approval, with FSU and/or the appropriate parties for a ½ cent of the tourist development tax to be utilized for the operation and maintenance of the convention center based on the following:
 - a. Begin dedicating the ½-cent of TDT for the convention center beginning in FY 2015.

Title: Approval to Advance the Board's Direction on Projects Relating to the One Cent of Tourist Development Taxes, Currently Dedicated to the Performing Arts Center, for Consideration by the Community Redevelopment Agency.

April 8, 2014

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- b. Utilize the ½-cent TDT for tourism-related expenses until such time the convention center is operational.

The suggestion presented herein seeks to strike a balance between desired community projects and available resources by maintaining the existing fund balance for a performing arts center(s) and utilizing future TDT revenues for other community efforts. Under all of the same terms and conditions of the interlocal agreement, the CRA would continue to have the ability to utilize the \$4.1 fund balance (plus revenues received through September 30, 2014) for a variety of performing arts center needs in the downtown area. This approach would allow the County to increase cultural funding with TDT monies from \$504,500 to approximately \$900,000 annually starting in FY 2015. These additional funds would be used to support the implementation of community needs identified in the Cultural Plan including a capital grants program. Should the Board choose to support the operational and maintenance needs of the convention center, this option affords the desired flexibility to determine the appropriate timing of that financial support as the project details and time line materialize.

The amendment to the interlocal agreement will be structured to provide certainty to the process by which the existing fund balance and the recurring penny will be allocated. Until these actions are taken, the ongoing one cent dedicated to a performing arts center(s) will remain in effect thereby prohibiting the reallocation of these future revenues for other projects or programs.

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Options:

1. Direct staff to prepare an agenda item for consideration to amend the Interlocal Agreement at the April 24, 2014 CRA meeting that addresses the following:
 - a. The CRA would maintain the \$4.1 million fund balance (plus what is collected through September 30, 2014) set aside for the performing arts center(s) under the current terms and conditions, which includes recommendations being subject to final approval by the County and City. Projects that may be considered include, but are not limited to:
 - i. The proposed Downtown Theatre Project on College Avenue.
 - ii. Performing arts space as part of convention center project.
 - iii. Or, other performing arts projects as recommended by the CRA.
 - b. The City is provided three years to make improvements of the Capital City Amphitheater and/or Meridian Building for the purpose(s) requested by the County in an amount equal to the \$508,425 utilized for the demolition of the Johns Building; any balance not utilized during this period of time will be reimbursed to the County's Tourist Development Trust Fund.
 - c. A formal acknowledgement that effective September 30, 2014, all future one cent TDT currently dedicated to the performing arts center(s) shall no longer be dedicated for such purpose and shall be retained by the County to be utilized in accordance with Florida Law.
2. Direct staff to schedule a Public Hearing to amend the Tourism Plan (Ordinance) to allocate a total of one cent of TDT to support cultural arts starting in FY 2015. (Note: This can only occur subsequent to the amendment to the Interlocal Agreement being approved.)
3. Upon approval of the sales tax extension, direct the County Administrator to negotiate a preliminary agreement, subject to Board approval, with FSU and/or the appropriate parties for a ½ cent of the tourist development tax to be utilized for the operation and maintenance of the convention center based on the following (Note: This can only occur subsequent to the amendment to the Interlocal Agreement being approved.):
 - a. Begin dedicating the ½-cent of TDT for the convention center beginning in FY 2015.

Or

 - b. Utilize the ½-cent TDT for tourism-related expenses until such time the convention center is operational.
4. Board direction.

Recommendation:

Board direction.

Title: Approval to Advance the Board's Direction on Projects Relating to the One Cent of Tourist Development Taxes, Currently Dedicated to the Performing Arts Center, for Consideration by the Community Redevelopment Agency.

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Attachments:

1. January 21, 2014 providing the general sequence and time lines for the Board to consider several overlapping projects.
2. Ratification of the February 11, 2014 Workshop on the Cultural Plan Review Committee's Final Report and Recommendations.
3. Ratification of the February 11, 2014 Workshop on the Sales Tax Committee's Final Report.
4. First Amendment to the Interlocal Agreement with the City and CRA, October 4, 2007.
5. Ratification of the October 29, 2013 Workshop on the Future Uses for the One Cent of Tourist Development Tax Currently Dedicated to a Downtown Performing Arts Center.
6. Leon County's Strategic Initiatives.
7. Downtown Theatre proposal submitted by Ms. Peggy Brady.
8. County Attorney Memorandum.

Leon County Board of County Commissioners

Cover Sheet for Agenda #22

January 21, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Consideration of Scheduling Board Workshops on the Cultural Plan Update Committee Report and Recommendations and the Sales Tax Committee Final Report and Recommendations

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Lead Staff/ Project Team:	Alan Rosenzweig, Deputy County Administrator Ken Morris, Director, Economic Development and Business Partnerships Cristina Paredes, Intergovernmental Affairs and Special Projects Coordinator

Fiscal Impact:

This item has no current fiscal impact.

Staff Recommendation:

- Option #1: Approve the timelines as presented here and provide any additional guidance the Board deems appropriate.
- Option #2: Schedule a Board workshop on the Cultural Plan Committee update report and recommendations for February 11, 2014, at 8:30 a.m. – 10:30 a.m.
- Option #3: Schedule a Board workshop on Sales Tax Committee final report and recommendations for February 11, 2014, at 10:30 a.m. – 12:30 p.m.

Title: Consideration of Scheduling Board Workshops on the Sales Tax Committee and Cultural Plan Update Committee Reports
January 21, 2014
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Report and Discussion

Background:

There are a number of issues being considered by the Board that are of an overlapping nature, which may have competing, and possibly conflicting, time lines and policy implications. After considering issues that are scheduled to come before the Board in the very near future concerning the sales tax and tourism tax allocations (based on previous direction provided to staff from the Board relative to these issues), staff has developed recommendations for the Board to consider related to timing. This approach will help ensure the Board has the best information and that the issues are presented in the most appropriate sequence for Board decision-making.

Analysis:

The four issues to be addressed are:

1. Community Redevelopment Agency (CRA) and related tourist development tax
 2. Leon County Sales Tax Committee
 3. Cultural Plan Update
 4. FSU Civic Center District Master Plan and related convention center
1. Community Redevelopment Agency (CRA): Based on the Board's approval of the October 29, 2013 workshop item on the future use of the tourist development tax, the County Administrator was preparing an item to come from the County Administrator and the City Manager for the CRA meeting on January 23, 2014. This was included in the Board's November 19, 2013 Workshop ratification item. However, because the Sales Tax Committee and Cultural Plan Update Committees are finalizing their respective reports to the Board, the County Administrator intends to schedule the CRA item **after** the Board has considered these final reports, so:
 - a. to not in any way narrow the potential options available to the Board on these issues;
 - b. that the Board has the funding recommendations from each of these committees (related to both the sales tax and the tourism development tax); and
 - c. that the Board can determine if any additional information needs to be conveyed in the CRA item.
 2. Leon County Sales Tax Committee: The sales tax committee is expected to be completed with their work at the end of January 2014. There may be some project overlap and funding implications between the cultural plan update final report, the sales tax committee recommendations and the possible reallocation of the one cent of tourist development tax currently dedicated to the performing arts center.

With regard to the possible infrastructure sales tax extension, the Board of County Commissioners is responsible for making the final determination of placing the issue on a ballot for voter consideration. In order to allow the Board all the necessary information to consider placing the matter before voters, and to address the overlapping nature of the other issues being considered in this item, the following is a recommended approach related to the possible sales tax extension:

Title: Consideration of Scheduling Board Workshops on the Sales Tax Committee and Cultural Plan Update Committee Reports

January 21, 2014

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- a. Schedule a workshop (or agenda item) item for February 11, 2014 to discuss the Sales Tax Committee's recommendations.
- b. Have the Sales Tax Committee's recommendations presented to the City of Tallahassee subsequent to the Board of County Commissioners' meeting.

The following steps would only occur if the Board desired to keep moving forward with the sales tax extension process, at this point in time (the existing sales tax expires at the end of 2019):

- c. Schedule an Intergovernmental Agency (IA) meeting to develop consensus on final project list and to address any necessary amendments to the County/City interlocal agreement with regard to the infrastructure sales tax.
- d. Subsequent to the IA meeting, schedule an agenda item for the Board of County Commissioners to authorize referendum date and language.

Staff estimates that, if the Board wished to move through all four steps as outlined, all meetings and actions could be completed by early spring 2014.

3. Cultural Plan Update: The Cultural Plan Update Committee has requested to present their final report to the Board on February 11, 2014. There may be some project overlap and funding implications between the sales tax committee recommendations and the possible reallocation of the one cent of tourist development tax currently dedicated to the performing arts center. The Board may wish to direct either a workshop or agenda item be scheduled for February 11, 2014 to receive the cultural plan update.
4. FSU Civic Center Master Plan: At the Board retreat, the Board approved the following strategic initiative:

"Direct the County Administrator to work with FSU on the Civic Center District Master Plan to include the potential partnership to realize the convention center space desired by the County and to bring back issues related to the County's financial and programing roles and participation for future Board consideration."

To ensure the Board has the benefit of the various committee reports, staff intends to bring the FSU/convention center item back to the Board after the Board receives the sales tax committee and cultural plan update committee recommendations and prior to the CRA meeting.

Based on the Board's actions on all of these issues, the County Administrator will bring back an agenda item reconciling all these actions and seeking Board approval of any modifications to previous direction related to the CRA item. Again, the general sequence of the issues presented here will help ensure the Board has the best information upon which to make decisions given some of the overlapping financial and policy implications associated with these issues.

Title: Consideration of Scheduling Board Workshops on the Sales Tax Committee and Cultural Plan Update Committee Reports
January 21, 2014
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At this time, staff recommends Board consideration of these issues begins with the scheduling of workshops on the Sales Tax Committee's report and recommendations and the Cultural Plan Update Committee's report and recommendations for February 11, 2014. The workshop on the Cultural Plan Update Committee's report and recommendations would be scheduled for 8:30 – 10:30 a.m.; and the Sales Tax Committee's report and recommendations would be scheduled for 10:30 a.m. – 12:30 p.m. Additionally, a Cycle 2014-1 Comprehensive Plan Workshop is scheduled for Tuesday, February 11, 2014 at 1:30 p.m. Staff anticipates the Comprehensive Plan Workshop to be brief, which would provide the Board adequate time to continue discussion on either the Sales Tax or Cultural Plan Workshop.

Options:

1. Approve the timelines as presented here and provide any additional guidance the Board deems appropriate.
2. Schedule a Board workshop on the Cultural Plan Committee update report and recommendations for February 11, 2014, at 8:30 a.m. – 10:30 a.m.
3. Schedule a Board workshop on Sales Tax Committee final report and recommendations the for February 11, 2014, at 10:30 a.m. – 12:30 p.m.
4. Board direction.

Recommendations:

Options #1, #2, and #3.

Leon County Board of County Commissioners

Cover Sheet for Agenda #2

February 25, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Ratification of Board Actions Taken at the February 11, 2014 Workshop on the Cultural Plan Review Committee's Final Report and Recommendations

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/ Project Team:	Ken Morris, Director of Economic Development & Business Partnerships Lee Daniel, Director of Tourism Development

Fiscal Impact:

Today, the County provides \$654,500 annually to the Council on Cultural Arts (COCA), with \$504,500 derived from bed tax revenues, which are earmarked for re-granting to cultural organizations. The remaining \$150,000 is used to support COCA's administrative costs.

Based on the Board's preliminary direction at its workshop on October 29, 2013, and reaffirmed by its actions during the workshop on the Cultural Plan Review Committee's (Committee) Final Report and Recommendations, the Board seeks to dedicate a full one-cent of bed taxes to culture in FY 2015. This would increase the County's investment in the cultural arts by \$400,000 annually, but requires further deliberations with the City of Tallahassee/Community Redevelopment Agency on the future use of the penny currently dedicated to the performing arts center. If successful, the County's projected budget for cultural arts in FY 2015 would be \$1,054,500.

Staff Recommendation:

Option #1: Ratify the Board's actions taken at the February 11, 2014 Workshop on the Cultural Plan Review Committee's Final Report and Recommendations.

Title: Ratification of the Board Actions Taken at the February 11, 2014 Workshop on the Cultural Plan Review Committee's Final Report and Recommendations.

February 25, 2014

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Report and Discussion

Background:

This item seeks to ratify the actions taken by the Board at its February 11, 2014 workshop on the Cultural Plan Review Committee's Final Report and Recommendations.

At the Board's October 29, 2013 workshop to consider future uses for the one-cent bed tax dedicated to the performing arts center, the Board provided preliminary direction to increase its financial support of the arts from bed tax funds by seeking to utilize a full-cent for arts and culture. This would increase the County's investment in culture by nearly \$400,000 annually, as staff projects each penny of the bed tax to generate approximately \$900,000 in FY 2015. However, this increase cannot be effectuated until the Board meets with the City Commission and CRA on the reallocation of bed taxes currently dedicated to the performing arts center.

Funding for the implementation of Cultural Plan is one of four intertwined matters competing for limited resources. Staff presented an agenda item to the Board on January 21, 2014 detailing the overlapping nature associated with the Cultural Plan Update, the Leon County Sales Tax Committee recommendations, the FSU Civic Center District Master Plan and related convention center, and the CRA's role in determining the future use of the one-cent bed tax dedicated to the performing arts center. The item, as approved by the Board, provided a sequence for the Board to address these matters to ensure the Board has the best information upon which to make decisions given some of the overlapping financial and policy implications. Based on the Board's actions on all of these issues, staff will bring back an agenda item reconciling each of the Board's directives for final approval prior to scheduling joint meetings with the Intergovernmental Agency and/or CRA.

Analysis:

During the workshop, the Board received presentations by members of the Committee and County staff on the findings and recommendations identified in the Final Report. The Committee's Final Report provided 45 recommendations over four separate program areas. However, the recommendations were not prioritized in any particular order nor did the Committee assign costs to the recommended initiatives.

The Final Report called for the County and City to establish a separate Citizens' Cultural Plan Advisory Committee to meet bi-annually with the COCA Board to review community progress towards the implementation of the programs and initiatives contained in the revised Plan. However, the Board recommended for COCA to establish and staff its own subcommittee to review the progress of implementing the Cultural Plan. The Board also provided guidance to COCA in anticipation of its FY 2015 budget request, consistent with previous actions from the October 29, 2013 workshop to increase cultural funding by approximately \$400,000 annually, to assume County support in the amount of \$1,054,500.

Title: Ratification of the Board Actions Taken at the February 11, 2014 Workshop on the Cultural Plan Review Committee's Final Report and Recommendations.

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Following the two presentations and Board discussion, the Board approved Option #2 as follows:

2. If the Board wishes to proceed, as generally outlined in the Final Report, staff recommends the Board:
 - a. Accept the Cultural Plan Review Committee's Final Report.
 - b. Encourage COCA to establish and staff its own subcommittee to review its progress relative to the Cultural Plan.
 - c. Direct COCA to develop its FY 2015 budget request to the County assuming \$150,000 for administrative costs and \$900,000 in County bed tax funds, in consultation with the Tourist Development Council, to include:
 - i. The current funding levels for the re-granting process (\$504,500).
 - ii. The creation of a capital grants program for cultural institutions, with the associated application process and guidelines, allowable under section 125.0104, Florida Statutes.
 - iii. Additional arts and culture investment opportunities available with Tourist Development Tax funds to enhance visitation.

If the Board's deliberations with the City are successful, the additional \$400,000 investment of County bed tax funds would address one of the key priorities articulated in the Final Report by creating a capital grants program for cultural institutions. In total, the County's projected budget for cultural arts in FY 2015 would be \$1,054,500.

And finally, the Board provided direction for staff to work with COCA in identifying potential operational efficiencies and cost savings in partnership with the County to be brought back to the Board for consideration.

To date, the Board has provided policy guidance on three of the four intertwined matters competing for limited resources. As directed by the Board at its annual retreat and adopted strategic priority, staff will present additional information to the Board on a potential partnership with Florida State University to realize the desired convention center space. Once the Board has reaffirmed its actions on each of these matters, staff will proceed to schedule joint meetings with the Intergovernmental Agency and/or CRA to carry out the Board's direction.

Options:

1. Ratify the Board's actions taken at the February 11, 2014 Workshop on the Cultural Plan Review Committee's Final Report and Recommendations.
2. Do not ratify the Board's actions taken at the February 11, 2014 workshop on the Cultural Plan Review Committee's Final Report and Recommendations.
3. Board Direction.

Recommendation:

Option #1.

Leon County Board of County Commissioners

Cover Sheet for Agenda #14

February 25, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Ratify the Board Actions Taken at the February 11, 2014 Workshop to Review the Sales Tax Committee's Final Report and Consider the Continuation of the Local Government Infrastructure Surtax, and Approval of Budget Amendment Request in the amount of \$100,000 to Support a Community Education Program

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Tony Park, P.E., Director of Public Works and Community Development Wayne Tedder, Director of PLACE (Planning, Land management & Community Enhancement) Ken Morris, Director, Office of Economic Development & Business Partnerships
Lead Staff/ Project Team:	Cristina Paredes, Intergovernmental Affairs & Special Projects Coordinator

Fiscal Impact:

This item has a fiscal impact. The local government infrastructure sales tax expires in December 2019; if the tax is continued for an additional 20 years, the projected total revenue collection in current dollars is approximately \$756 million. Additionally, during the February 11, 2014 workshop, the Board approved allocating \$100,000 from the contingency reserve account to support a community education program.

Staff Recommendation:

- Option #1: Ratify Board Actions taken at the February 11, 2014 workshop to review the Sales Tax Committee's final report and consider the continuation of the Local Government Infrastructure Surtax
- Option #2: Approve the Budget Amendment Request in the amount of \$100,000 to support a community education program (Attachment #1).

Title: Ratify the Actions Taken at the February 11, 2014 To Review the Sales Tax Committee's Final Report and Consider the Continuation of the Local Government Infrastructure Surtax
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Report and Discussion

Background:

Currently, the existing one-cent infrastructure sales tax is levied for a period of 15 years and expires on December 31, 2019. The sales tax generates approximately \$37.8 million annually. Pursuant to an existing interlocal agreement, the County and City created the Intergovernmental Agency commonly referred to as Blueprint 2000 (Blueprint) to oversee the utilization of 80% of the proceeds; the balance (20%) is shared equally between the County and the City. The Blueprint Intergovernmental Agency consists of the entire County and City Commissions.

Recognizing the importance of the impact of our continued investment in our community as the original Blueprint 2000 project nears completion, the Board of County Commissioners began evaluating the possible continuation of the existing one-cent sales tax in 2011. This evaluation included a thorough review of countywide infrastructure needs and the development of county projects using the holistic approach and which built upon the investment and vision of the original Blueprint projects. Understanding the critical role in engaging citizens as co-creators of our community and the existing partnership with the City of Tallahassee through the Blueprint structure, the Board established the Sales Tax Committee that included appointments from the City Commission. As part of the Committee's original charge, the Board of County Commissioners and the City Commission approved a series of holistic projects throughout the County for the Committee to consider, as well as, to evaluate funding for economic development in the sales tax continuation.

As part of the Sales Tax Committee process, both the County and City Commissions charted the Committee to make recommendations on economic development funding to be included in the sales tax continuation upon review of the work of Imagine Tallahassee. The process supported the Board of County Commissioner's original direction to implement an advisory committee that would provide analysis and policy recommendations to the Intergovernmental Agency for final approval and action associated with each of the recommendations at the time of their consideration.

On February 11, 2014, the Board reviewed the Sales Tax Committee's final report and considered the Committee's final infrastructure project recommendations including the continuation of the Local Government Infrastructure Surtax.

Analysis:

The Board approved the following:

- Accepted the Leon County Sales Tax Committee's final report.
- Authorized a referendum for November 2014.
- Approved resurfacing/intersection improvements to be funded through the County's 10% share.
- Approved allocating \$100,000 from the contingency reserve account to support a community education campaign.

Title: Ratify the Actions Taken at the February 11, 2014 To Review the Sales Tax Committee's Final Report and Consider the Continuation of the Local Government Infrastructure Surtax
February 25, 2014
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- Directed staff to schedule an Intergovernmental Agency meeting in April to amend the Blueprint 2000 interlocal agreement with the City of Tallahassee. The following are the items to be addressed at the meeting and included in the interlocal agreement:
 - Accepted the Tier I and Tier II project lists (excluding the Northeast Gateway which was voted on as a separate project) including the 2% allocation to L.I.F.E. (Livable Infrastructure for Everyone) as amended below (Attachment #2):
 - Moved Westside Student Corridor (specifically the widening of West Pensacola Street and Greenways) and the Lake Lafayette and St. Marks Regional Linear Park to Tier I
 - Approved the 2% LIFE program to address rural infrastructure needs. The Board also approved a set amount for Economic Development at \$75.6 million; this equates to 10%. As part of the motions, the Board directed that annually a determination would be made what 10% of the total revenue equals. If the 10% amount is in excess of the allocation for Economic Development, the difference would be allocated to the LIFE program; if the amount was less than the estimated revenue, then no change would occur. For example, the estimated annual 10% amount is \$3.78 million. If in year five, the actual amount is \$3.9 million, than \$120,000 would be allocated to the LIFE program. These additional amounts would be above the 2% allocation.
 - Continued to support the Northeast Gateway project as reflected on Tier I and Tier II, including the following:
 - Developers will be required to provide reimbursement to Blueprint for the developer's required transportation improvements; reasonable repayment timelines would be established as part of the agreements.
 - The cost (inclusive of right of way) related to the greenway be used as a direct offset to the developer's required transportation costs.
 - The City's portion of the project will only require reimbursement if sold and developed privately.
 - Include anticipated developer reimbursements as potential future resources for Blueprint.
 - Do not proceed with Tier II implementation until such time as transportation connections north of Roberts Road to allow the traffic to flow through to Thomasville Road, has been identified and funded.
 - Equally allocated the Water Quality and Sidewalk funding between the City and the County.
 - For economic development, the Board allocated \$75.6 million as a set amount (which is estimated to be 10% of the projected sales tax proceeds) to support the following as listed below and in Table #1:
 - \$20 million for the Madison Mile Convention District dependent upon approval by the IA at the time of project consideration and the execution of formal agreements among all parties to the project
 - \$5.5 million for the Regional Airport Growth and Development (Part 1) project dependent upon approval by the IA at the time of project consideration.

Title: Ratify the Actions Taken at the February 11, 2014 To Review the Sales Tax Committee's Final Report and Consider the Continuation of the Local Government Infrastructure Surtax
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- \$50.1 million for the remaining economic development proposals to be evaluated by the advisory committee and IA for future funding consideration.

Table #1: Economic Development Funding Allocations

Madison Mile Convention District	\$ 20,000,000
Regional Airport Growth & Development (Part I)	5,500,000
Regional Airport Growth & Development (Part II)	\$50,100,000: To be Evaluated by the Advisory Committee and IA
Entrepreneurial Development Fund	
Minority & Women Business Investment Fund	
Technology & Innovation Incubators	
Business Retention, Expansion & Attraction Fund	
Economic Opportunity Rapid Response Fund	
Quantum Leaps & Signature Festivals	
South Monroe / Adams Corridor Catalyst	
<i>Raising the Ship</i> Talent Development	
Total:	\$ 75,600,000

- Define the role and responsibilities of the advisory committee for economic development.
- Modify the membership structure of the Citizen Advisory Committee to include economic development representatives.
- Directed staff to agenda for the IA's consideration, subject to the passage of the referendum, an agenda item on consolidating the County and City contractual agreements with the Economic Development Council and reflecting the EDC's role in administering the economic development portion of the sales tax proceeds.

The City Commission intends to further deliberate and take action at their February 26, 2014 meeting with regarding to City priorities. Subsequent to the City's action, staff intends to work with City staff to schedule an Intergovernmental Agency meeting to finalize a project consensus and approve the necessary amendments to the interlocal agreement. Upon approval of an amended interlocal agreement, the County Commission can then provide final direction with regard to a November 2014 ballot initiative.

Title: Ratify the Actions Taken at the February 11, 2014 To Review the Sales Tax Committee's Final Report and Consider the Continuation of the Local Government Infrastructure Surtax
February 25, 2014
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Options:

1. Ratify Board Actions taken at the February 11, 2014 workshop to review the Sales Tax Committee's final report and consider the continuation of the Local Government Infrastructure Surtax.
2. Approve the Budget Amendment Request in the amount of \$100,000 to support a community education program (Attachment #1).
3. Do not ratify Board actions taken at the February 11, 2014 workshop to review the Sales Tax Committee's final report and consider the continuation of the Local Government Infrastructure Surtax.
4. Board direction.

Recommendation:

Options #1 and #2.

Attachments:

1. Budget Amendment Request
2. Tier I and Tier II Project Descriptions and Maps, as Amended by the Board

**FIRST AMENDMENT TO INTERLOCAL AGREEMENT
AMONG THE CITY OF TALLAHASSEE, LEON COUNTY, AND THE
COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF
TALLAHASSEE REGARDING THE CREATION AND OPERATIONS OF THE
DOWNTOWN DISTRICT COMMUNITY REDEVELOPMENT AREA AND THE
EXPANSION OF ANY COMMUNITY REDEVELOPMENT AREA**

This First Amendment to the Interlocal Agreement (“Agreement”) is made and entered into as of this 4th day of October, 2007, by and between Leon County, Florida, a charter county and political subdivision of the State of Florida (the “County”), the City of Tallahassee, a municipal corporation created and existing under the laws of the state of Florida (the “City”), and the Community Redevelopment Agency of the City of Tallahassee, a body politic and entity created, existing and operating under Part III of Chapter 163, Florida Statutes (the “Agency”).

RECITALS

WHEREAS, the County, City, and Agency entered into the Agreement as of the 23rd day of June, 2004, regarding the Downtown District Community Redevelopment Area (the “District”); and

WHEREAS, the Agreement defines the area encompassed by the District; and

WHEREAS, the Agreement includes provisions for the joint funding of the Downtown District Community Redevelopment Area Trust Fund (the “Trust Fund”) by the County and the City; and

WHEREAS, the Agreement provides for funding of costs associated with the Performing Arts Center and Gaines Street Reconstruction projects;

WHEREAS, the parties to the Agreement agree that it is in the best interest of the Agency, the City, and the County (hereinafter collectively referred to as the “Parties”) to expand the boundaries of the District, modify the Parties’ funding obligations, expand the membership of the Agency Board, and provide for consideration of additional Projects; and

WHEREAS, the Agreement provides that any provisions of the Agreement may be amended or waived only pursuant to an instrument in writing, approved by the City Commission, the Governing Board of the Agency, and the County’s Board of County Commissioners, and jointly executed by the Parties; and

WHEREAS, the Agreement provides that any proposed boundary adjustment to the District requires the prior written approval of the City and County; and

WHEREAS, the Parties desire to enter into an amendment to the Agreement to provide the prior written approval of the proposed adjustment to the District boundary, change the calculation method for City and County contributions, expand the membership of the Agency Board, and provide for consideration of additional Projects.

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual covenants and promises hereinafter set forth, the Parties do hereby agree as follows:

1. Section 2.h. is hereby deleted, replaced, and superceded by the following:

2.h. “Downtown District Community Redevelopment Area” or “District” means the area located within the corporate limits of the City and found and determined by the City Commission in Resolution No. 02-R-43, adopted on September 11, 2002, to be a slum and blighted area (as the term is defined in the Act), a copy of which Resolution is attached hereto as Exhibit A. The District shall also include the areas depicted on Exhibit A-1 attached hereto and made a part hereof, contingent upon City adoption of the appropriate resolution and that shall be incorporated herein by reference.
2. Section 5.b. is hereby deleted, replaced, and superceded by the following:

b. The membership of the Agency shall consist of the Mayor of the City, the four (4) members of the City Commission, and the four (4) members of the County Commission as appointed by the Board of County Commissioners, who shall act as its governing body and who shall have all those powers enumerated under the Act, unless otherwise conferred or delegated hereunder.
3. Sections 5.c., 5.d., and 5.e. are hereby deleted.
4. Section 6.a. is hereby deleted, replaced, and superceded by the following:

a. Tourist Development Tax. The County agrees to impose an additional one-cent tourist development tax on a County-wide basis, as set forth in Section 125.0104(3)(1)(4), Florida Statutes (2003). The proceeds of one cent of the tax imposed pursuant to Section 125.0104(3)(c) and (d), Florida Statutes (2003) which is required to be remitted to the County Tourist Development Trust Fund, in accordance with Section 125.0104(3)(i), Florida Statutes (2003), shall be dedicated exclusively for the debt service, construction and/or operational costs of a Performing Arts Center(s) to be located in the Downtown District Community Redevelopment Area. Upon the request of the Agency, the County shall authorize, approve, and execute such documents as are necessary to authorize and permit the Agency to issue debt and pledge the above referenced proceeds for the repayment of that debt including the payment

of debt service and costs of issuance. Any portion of the Tourist Development Tax not needed for the payment of debt service, construction and/or operational costs for the Performing Arts Center(s), shall be returned to the Leon County Tourist Development Trust Fund, for use for the purposes thereof.

5. Section 6.c. is hereby deleted, replaced, and superceded by the following:

c. Joint Funding of Downtown District Community Redevelopment Area Trust Fund.

(1) The County's annual contribution of Increment Revenue to the Trust Fund shall be equal to an ad valorem tax rate of 4.29 mills of the incremental increase in ad valorem taxes and the City's annual contribution of increment revenue to the Trust Fund shall be equal to an ad valorem rate of 3.7 mills of the incremental increase in ad valorem taxes, except as provided in section (2) below. The incremental increase in ad valorem taxes shall be determined as provided in Section 163.387(1), Florida Statutes.

(2) The City and County recognize that the modifications to the contributions to the Trust Fund made by this amendment results in a reduction in the revenue previously available for the Trust Fund in the early years of the District. To mitigate the impact of this revenue reduction, the City and County agree to provide supplemental contributions to the Trust Fund in fiscal years 2006-07, 2007-08 and 2008-09. The supplemental contributions will be in the amounts to ensure that the Trust Fund receives the total revenue equal to \$1,537,659, which is the amount of revenue that the Trust Fund received in fiscal year 2005-06. The amount the City and County will contribute will be determined by applying the annual contributions to the Trust Fund that are collected for those years to the \$1,537,659 revenue target. If the Increment Revenue contributions do not equal or exceed the \$1,537,659 revenue target, then the City and County will make supplemental contributions to the Trust Fund sufficient to reach that revenue target. The County will provide 53.6% and the City will provide 46.4% of the required total supplemental contribution amount. These contributions shall be made at the same time as the City and County submit their required Increment Revenue payment to the Trust Fund.

6. Section 6.d. is hereby deleted, replaced, and superceded by the following:

d. Lease subsidies shall be an eligible expenditure of Trust Funds. A lease subsidy is defined as any payment from the Trust Fund, through the

Agency, to either a property owner or a tenant for the express purpose of reducing the tenant's lease costs.

7. Section 6. is hereby amended to add item 6.h. as follows:
 - h. The Agency agrees that it shall consider continuing to provide further financial support for the Performing Arts Center project, contingent upon: (1) determination of the actual total costs; (2) availability of a funding source for Agency participation; (3) availability of other funding sources for the majority of the costs of the Performing Arts Center project, and (4) location of the Performing Arts Center within the boundaries of the District.
8. Section 6. is hereby amended to add item 6.i. as follows
 - i. The Agency agrees that it shall work with the County to develop a plan for additional public parking in the District, particularly to address the needs for parking to accommodate those serving on jury duty at the Leon County Courthouse. The Agency will provide funding to support bus service to transport jurors from the County's public parking lot on Duval Street to the County Courthouse. The schedule and frequency of such service shall be coordinated with the Clerk of the Courts.
9. Section 7 b. is hereby deleted:
10. Section 7.d. hereby deleted:
11. The City and County execution of this amendment shall constitute the City and County required prior written approval to the proposed District boundary adjustment as required by Section 11 of the Agreement.

All other terms and conditions of the Agreement remain in full force and effect, except as amended herein.

IN WITNESS WHEREOF, the Parties have caused this First Amendment to the Interlocal Agreement to be executed by their duly authorized representatives this 4th day of October, 2007.

LEON COUNTY, FLORIDA

By: C.E. DePuy, Jr.
C.E. DePuy, Jr., Chairman
Board of County Commissioners



ATTEST:
Bob Inzer, Clerk of the Court
Leon County, Florida
BY: [Signature]

Approved as to Form:
Leon County Attorney's Office
BY: [Signature]
Herbert W.A. Thiele, Esq.
County Attorney

CITY OF TALLAHASSEE

By: [Signature]
John R. Marks, III
Mayor, City of Tallahassee

Date: 10/1/07

ATTEST:
By: [Signature]
Gary Herndon
City Treasurer-Clerk

Approved as to Form:
By: [Signature]
James R. English
City Attorney

**COMMUNITY REDEVELOPMENT
AGENCY**

By: [Signature]
John R. Marks, III
Chair

INTERLOCAL AGREEMENT AMONG THE CITY OF TALLAHASSEE, LEON COUNTY, AND THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF TALLAHASSEE REGARDING THE CREATION AND OPERATIONS OF THE DOWNTOWN DISTRICT COMMUNITY REDEVELOPMENT AREA AND THE EXPANSION OF ANY COMMUNITY REDEVELOPMENT AREA

This Interlocal Agreement ("Agreement") is made and entered into as of this 23rd day of June, 2004, by and between Leon County, Florida, a charter county and political subdivision of the State of Florida (the "County"), the City of Tallahassee, Florida, a municipal corporation created and existing under the laws of the state of Florida (the "City"), and the Community Redevelopment Agency of the City of Tallahassee, a body politic and entity created, existing and operating under Part III of Chapter 163, Florida Statutes (the "Agency").

RECITALS

WHEREAS, under the authority of Part III of Chapter 163, Florida Statutes (the "Act"), the City has previously created the Agency, which has the authority under the Act to plan, coordinate, and cause the redevelopment of areas of the City determined under the Act to be "slum or blighted areas"; and,

WHEREAS, the Agency is currently implementing a "community development plan" for a "community redevelopment area" (as those terms are defined in the Act) known as the "Downtown District Community Redevelopment Area" (the "District"), and the City may, from time to time, seek to declare other additional areas to be "slum" or "blighted" areas and to cause the Agency similarly to implement such "community redevelopment plans" within those "community redevelopment areas" to address the identified conditions of "slum" or "blight" in those areas; and,

WHEREAS, the County is of the belief and position that neither the City, nor the Agency may legally create or designate any new "community redevelopment area", or expand the boundaries of any existing "community redevelopment area" or exercise any powers within a new or expanded "community redevelopment area", without first obtaining from the County the specific delegation of powers enumerated in the Act or otherwise the County's consent thereto; and,

WHEREAS, the City and the Agency are of the belief and position that the City has the power and authority to create and designate any new "community redevelopment area", or expand the boundaries of an existing "Community Redevelopment Area" and exercise those powers enumerated in the Act, within the new "community redevelopment area" without first obtaining from the County any approval, delegation of powers, or consent; and,

WHEREAS, the County and City engaged in the procedures enumerated in the Intergovernmental Conflict Resolution Act, Chapter 164, Florida Statutes, in an effort to resolve their differences concerning the District; however, both parties reached an impasse, and subsequently on March 5, 2004, the County filed a Complaint against the City, challenging the creation of the District; and,

WHEREAS, the parties to this Agreement agree that the conflict between them is better resolved through negotiation and agreement rather than by litigation; and,

WHEREAS, the parties to this Agreement agree that should either party breach this Agreement or should the Agreement be terminated pursuant to Section 10 of the Agreement, that both parties specifically reserve the right to put forth their legal arguments previously articulated, and nothing herein shall be deemed to be a waiver thereof; and

WHEREAS, the parties to this Agreement agree that the establishment of a Community Redevelopment Agency and Tax Increment Financing are effective tools for the redevelopment of slum or blighted areas of the City; and

WHEREAS, the parties to this Agreement agree that it is the intent of both the City and the County that properties acquired by the Agency for the purpose of redeveloping slum or blighted areas of the District, with the exception of those intended to be maintained in public ownership, be placed back on the tax rolls as quickly and as expeditiously as possible and consistent with the approved redevelopment plan; and

WHEREAS, the County, the City and the Agency (hereinafter collectively referred to as the "parties") desire to enter into an Agreement of understanding to delineate their areas of responsibility with respect to the redevelopment of the District and the Agency's obligations and responsibilities to each taxing authority; and

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual covenants and promises hereinafter set forth, the parties do hereby agree as follows:

Section 1. Authority

This Interlocal Agreement is entered into pursuant to the powers and authority granted to the parties under the Constitution and the laws of the State of Florida, including expressly but not limited to the authority of Section 163.01, Florida Statutes, and the Act.

Section 2. Definitions

Unless otherwise defined herein, the following words and phrases shall have the following meanings:

- a. "Agency" means the Community Redevelopment Agency, or its successor, a public body corporate and politic.

- b. **“Act”** means Part III of Chapter 163 of Florida Statutes (2003).
- c. **“Agreement”** means this document and other terms and conditions which are included and the exhibits and documents that are expressly incorporated herein by reference.
- d. **“City”** means the City of Tallahassee, a Municipal Corporation under the laws of the State of Florida.
- e. **“Community Redevelopment Area”** means a slum area, and blighted area, or an area in which there is a shortage of housing that is affordable to residents of low or moderate income, including the elderly, or a coastal and tourist area that is deteriorating and economically distressed due to outdated building density patterns, inadequate transportation and parking facilities, faulty lot layout or inadequate street layout, or a combination thereof which the governing body designates as appropriate for community redevelopment.
- f. **“County”** means Leon County, Florida, a Political Subdivision of the State of Florida, a Charter County.
- g. **“Downtown Community Redevelopment Plan”** or **“Plan”** means the plan adopted by the City Commission on June 23, 2004, (attached hereto as Exhibit B) for redevelopment of the District, and any amendments or revisions to such plan as the City Commission may from time to time approve in compliance with and subject to the limitations of this Agreement.
- h. **“Downtown District Community Redevelopment Area”** or **“District”** means the area located within the corporate limits of the City and found and determined by the City Commission in Resolution No. 02-R-43, adopted on September 11, 2002, to be a slum and blighted area (as the term is defined in the Act), a copy of which Resolution is attached hereto as Exhibit A.
- i. **“Effective Date”** means the date upon which the last party to this Agreement has fully executed same in accordance with the formalities imposed upon such entity required by Florida Law.
- j. **“Increment Revenue”** means the amount calculated pursuant to Section 163.387(1), Florida Statutes.
- k. **“Project”** means land sales, purchases, proposals, programs, development agreements, and public and private construction related to redevelopment in the District, unless specifically prohibited by the terms of this Agreement, which are projected to exceed \$500,000, or the portion thereof

funded by the Downtown District Community Redevelopment Area Trust Fund ("Trust Fund"), is expected to exceed \$500,000. For purposes of calculating the threshold amount of \$500,000, only direct monetary expenditures on a Project from the Trust Fund, shall be included.

Section 3. Term of Downtown District Community Redevelopment Area and Agreement:

- a. The term of the District for purposes of completing all Projects contemplated hereunder shall be no later than thirty-five (35) years from the Effective Date of this Agreement. The City reserves the right to reduce the term of the District to less than 35 years as provided for in this Agreement, provided that all indebtedness, in whatever form agreed to, and other contractual obligations involving County funds have been fully satisfied. The City shall notify the County of such intent to terminate the District at least 180 days prior to such termination in accord with Section 13 (e) of this Agreement. During the term of the District, the County method of investment in any redevelopment activities proposed by the Agency within the boundaries of the District shall be subject to the terms and conditions of this Agreement and any amendments hereto.
- b. The term of this Agreement shall commence upon the Effective Date, and shall end upon dissolution of the District, however, in no event to exceed thirty-five (35) years from the Effective Date, unless earlier terminated pursuant to Section 9 of this Agreement.
- c. This Agreement is non-terminable and non-cancelable during its term, and any amendments thereto, except as provided in Section 9 herein.

Section 4. Community Redevelopment Area.

The parties recognize the validity of the existing Downtown District Community Redevelopment Areas created pursuant to City Resolution No. 02-R-43 adopted September 11, 2002. Any attempt to modify the boundaries of this District, as set forth and delineated in said Resolution, other than by dissolution of such District, shall require the prior written approval of the County. Further, the creation of a Community Redevelopment Agency or Community Redevelopment Area or any boundary adjustments to any existing or newly created Community Redevelopment Area, occurring after the effective date of this Agreement, shall also require the prior written approval of the County.

Section 5. Downtown District Community Redevelopment Area.

The County delegates to the City those powers contained in the Act for the District, and all parties agree to the following conditions:

- a. The District shall have duration of no more than thirty-five (35) years from the Effective Date of this Agreement. However, annual Increment Revenue, if necessary to meet the respective obligations set forth in

Section 6(c) hereof or to secure debt issued to meet such obligation, shall be collected for a period of no more than thirty (30) years from the date upon which the District was created by the City.

- b. The membership of the Agency shall consist solely of the membership of the City Commission, who shall act as its governing body and who shall have all those powers enumerated under the Act, unless otherwise conferred or delegated hereunder. In addition thereto, the County shall appoint two (2) ex officio members to the CRA, who each shall have a two-year term.
- c. There is hereby created a Project Review Committee for the District, which shall be comprised of four members, two of whom shall be City Commissioners and two of whom shall be County Commissioners, who shall each have a two-year term. The Agency shall not remove or otherwise diminish the authority conferred upon the Project Review Committee established herein. All decisions made by the Project Review Committee shall be made by a majority vote. In the event of a tie vote on any matter, such matter shall be referred to both the County Administrator and City Manager who shall jointly be required to propose a "Resolution" to the Project Review Committee. The Project Review Committee shall then be reconvened for purposes of consideration of the "Resolution" to said matter. Should the Project Review Committee not adopt the "Resolution," an impasse shall be declared. In the event that an impasse occurs, the Agency shall have the right, in its sole discretion, to withdraw that Project from further consideration.
- d. The Agency confers upon the Project Review Committee all those powers necessary and convenient to carry out and effectuate the specific purposes and provisions of this Agreement which relate to the Project Review Committee. The Project Review Committee shall be required to review and approve or reject all Projects, which are authorized by the Agency for funding from the Trust Fund at both the conceptual stage and at the acquisition, sale and/or construction stage, as the case may be. Every Project shall be reviewed by the Project Review Committee and be subject to their approval. The Project Review Committee shall be required to review and approve or reject all Requests for Proposals and Bids responsive thereto related to any Project, but shall not be responsible for the award and administration of such contract or agreement resulting from such procurement efforts. Final scope of such Projects shall also be subject to review and approval or rejection by the Project Review Committee.
- e. Oversight Review Board. There is hereby created an Oversight Review Board, which shall be comprised of five members consisting of the Mayor of the City of Tallahassee, the Chairman of the Leon County Board of County Commissioners, the Leon County Property Appraiser, the

Superintendent of the Leon County Schools, and the Leon County Clerk of the Court. The Oversight Review Board shall be convened solely to address matters upon which the Project Review Committee reaches an impasse. The decision of the Oversight Review Board shall be final and binding upon the Project Review Committee and all Parties. In the event that the Oversight Review Board is unable to resolve a matter by majority vote, referred to it by the Project Review Committee, an impasse shall be declared and the matter shall be resolved in accordance with Section 10, Dispute Resolution.

Section 6. Financial Provisions

- a. **Tourist Development Tax.** The County agrees to impose an additional one-cent tourist development tax on a County-wide basis, as set forth in Section 125.0104(3)(l), Florida Statutes (2003). The proceeds of one cent of the tax imposed pursuant to Section 125.0104(3)(c) and (d), Florida Statutes (2003) which is required to be remitted to the County Tourist Development Trust Fund, in accordance with Section 125.0104(3)(i), Florida Statutes (2003), shall be dedicated exclusively for costs associated with a Performing Arts Center(s) to be located in the Downtown District Community Redevelopment Area. The Performing Arts Center project(s) shall be specifically subject to the review and approval or rejection of the Project Review Committee. Upon the request of the Agency, the County shall authorize, approve, and execute such documents as are necessary to authorize and permit the Agency to issue debt and pledge the above referenced proceeds for the repayment of that debt including the payment of debt service and costs of issuance. Any portion of the Tourist Development Tax not needed for the payment of debt service, construction and/or operational costs for the Performing Arts Center(s), shall at the option of the Agency and upon approval of the Project Review Committee be returned to the Leon County Tourist Development Trust Fund, for use for the purposes thereof.

- b. **Gaines Street Reconstruction Project.** The County agrees to contribute \$10.7 million, to be derived from its share of sales tax extension revenues as identified in Leon County Ordinance 00-35, to be used exclusively for the Gaines Street Reconstruction project as set forth in Leon County Resolution 00-30, dated June 1, 2000, as amended by Leon County Resolution No. R.03-63, dated September 23, 2003, provided the City contributes a minimum of \$17 million, derived from its share of sales tax extension revenues, to be used for the Gaines Street Reconstruction project, as identified herein, and the east/west pairing reconstruction project associated with the Gaines Street Reconstruction project and associated land acquisition and transportation related improvements in connection therewith. The County shall remit the subject funds to the City not later than 180 days from receipt of written notice from the City that the City funds have been contributed and the County funds are needed for the project. The subject funds shall be deposited into a City Project Work

Order for the project and the responsibility for design, construction and operation of the project shall be strictly that of the City.

- c. Joint Funding of Downtown District Community Redevelopment Area Trust Fund. The County agrees to pay \$15,000,000 and the City agrees to pay \$13,000,000 by September 30, 2005, to the Trust Fund. In no event shall funds from Sales Tax, Municipal Service Taxing Unit or utility service revenues be used to make these contributions. If these payments are made prior to September 30, 2005, then the entity making the payment will be relieved from any future Increment Revenue payments required to be made to the District.

Based on the need for the funding of Projects approved by the Project Review Committee, and other permitted uses of Trust Fund monies, the Agency, shall make written demand on the City and County for payment into the Trust Fund of all or a portion of the outstanding balance owed, which may be due after September 30, 2005. Any such partial payment shall be in the respective percentages of the total obligation set forth above. Such payment shall be made, with accrued interest, within 180 days of Notice by the Agency.

In the event the Agency does not demand payment as described above of the full agreed upon amount prior to September 30, 2005, interest on the outstanding balance will be paid into the Trust Fund on October 1 of each year in which payment is deferred, accruing at 4.50 % or the annual Consumer Price Index ("CPI") rate in effect on October 1 of each year, whichever is greater. "CPI" means the Consumer Price Index for All Urban Consumers (CPI-U) for the U.S. City Average for All Items, 1982-84-100 (unadjusted), as published monthly by the Bureau of Labor Statistics, United States Department of Labor.

Until the principal and all accrued interest, if any, of the agreed amounts are paid (County - \$15,000,000; City - \$13,000,000), the City and the County agree to pay annually the Increment Revenue to the Trust Fund. The Agency will remit to the account designated by the County the increment amount attributed to the EMS Municipal Services Taxing Unit and the Indigent Health Care Municipal Services Taxing Unit collected within the District. Such remittance will be made within ten (10) calendar days of receipt of payment by the Agency. The remaining amount contributed by each entity will be applied to the outstanding balance owed by that entity, including interest owed as described above.

If either the City or the County desire to finance its required contribution or any portion thereof through the issuance of debt secured by Increment Revenue collected within the District, the Agency agrees upon the request of such party to authorize, approve, and execute such documents as are necessary to authorize and permit that Party to issue debt and pledge the

Increment Revenue for the repayment of that debt, including the payment of debt service and cost of issuance.

Once the total amount owed is paid off by either Party, that Party shall be fully relieved of any obligation to remit Increment Revenue to the Agency or District Trust Fund.

- d. Trust funds shall not be used to provide direct lease subsidies within the District. Trust funds shall not be used to provide indirect lease subsidies unless they are specifically approved by the Project Review Committee. A lease subsidy is defined as any payment from the Trust Fund, through the Agency, to either a property owner or a tenant for the express purpose of reducing the tenant's lease costs. The requirement of inclusion of retail or commercial space in a given Project shall not constitute a lease subsidy.
- e. Funds and other assets received by the Agency unrelated to the District or through grants, gifts, donations, or in any other manner accruing to the District, including Increment Revenue contributed by the City in excess of its required obligation under Section 6(c) hereof and Increment Revenue from the Downtown Improvement Authority, except as described below, shall remain the assets and/or funds of the Agency and shall not be in any way subject to the provisions of this Agreement. Funds and other assets received by the Agency from the sale or lease of Projects financed by the Agency within the District shall remain subject to the provisions hereof for the entire Term of this Agreement
- f. In the event of any subsequent refinancing of debt secured by Increment Revenue or Tourist Development Tax revenue issued pursuant to this Agreement, any debt service savings shall accrue to the benefit of the Trust Fund.
- g. As a result of the provisions of this Agreement, subject to the provisions of Section 6(c) hereof, the County is hereby relieved of its obligation under the Act to deposit Increment Revenue or any other funds into the Community Redevelopment Downtown District Trust Fund, and the City and the Agency shall be deemed to have waived their rights under the Act to require the County to make such payments.

Section 7. Records and Reporting. For Projects within the Downtown District Community Redevelopment Area. The Agency shall:

- a. Maintain books, records, documents, and other evidence according to generally accepted governmental accounting principles, procedures and practices, which sufficiently and properly reflect all costs and expenditures of any nature, incurred by the City and/or Agency in connection with the Projects or otherwise paid or to be paid from either Incremental Revenues or the proceeds of increment obligations, or paid from revenues derived from the Tourist Development Tax or revenues otherwise contributed by

the County to the District, and said books, records, documents and other instruments shall be retained by the City and the Agency for a period of three full years after termination of this Agreement. However, notwithstanding the above, construction records, documents, and reports shall be retained by the City and the Agency for a period of five full years after completion of any such Project, unless said records, documents, and reports are required to be maintained pursuant to federal income tax regulations for arbitrage rebate calculation purposes, upon which said records, documents, and reports shall be retained for a period of three years after termination of this Agreement; and

- b. Provide to the Project Review Committee, within 45 days after March 31 and September 30 of each year, a report which shall contain a narrative description of the work completed on any Projects according to the project schedule, a description of any change orders then pending or executed, and a budgetary summary detailing planned expenditures and actual expenditures; and
- c. Provide the County and the City upon completion of construction of any Project with a certification to the County from a professional engineer licensed to practice in the State of Florida, that the improvements have been completed according to the plans and specifications approved for such Project; and
- d. Within 120 days after the end of each fiscal year, provide the Project Review Committee a report for the preceding fiscal year itemizing all expenditures made by the City and/or Agency from proceeds of Increment Revenue, increment obligations, Tourist Development Tax proceeds, and/or other County contribution to the Trust Fund, setting forth all interest earnings from the investment of proceeds of Increment Revenue, increment obligations, Tourist Development Tax proceeds, and/or County revenue contributions, and calculating the balance of any unexpended proceeds.

Section 8. Audit.

- a. The County shall have the right from time to time at its sole expense to audit the compliance by the City and the Agency with the terms, conditions, obligations, limitations, restrictions and requirements of this Agreement, and such right shall extend for a period of three (3) years after termination of this Agreement. However, notwithstanding the above, the right to audit from time to time for compliance by the City and the Agency with the terms, conditions, obligations, limitations, restrictions and requirements of this Agreement as it relates to construction of Projects shall extend for a period of five (5) years after the completion of the Projects.
- b. The County shall have full access, for inspection, review, and audit purposes, to all items referred to in the preceding paragraph.

- c. The City and the Agency shall insure that all aforementioned recordkeeping, reporting, and audit requirements are included in any contracts and subcontracts entered into by the City and/or Agency with any party for the construction, purchase, sale or lease related to a Project authorized in this Agreement.
- d. During the term of this Agreement, or any amended term of this Agreement, the City and the Agency shall provide to the County an annual report as required by Sections 163.387(8) and 163.356(3), Florida Statutes. The City and the Agency shall include a comparison of plan goals, objectives, and policies to annual program accomplishments and an analysis comparing current tax base to the base year, in addition to the statutorily required financial statements.
- e. During the term of this Agreement, or any amended term of this Agreement, the City and the Agency shall provide a report to the County on an annual basis, as required by Section 163.356(3)(c), Florida Statutes, to effectively demonstrate accountability for the resources and activity. The activity report shall be provided in a format approved by the County, City and Agency, and must include both expenditures for the current fiscal year and cumulative financial information for each individual project or activity undertaken pursuant to the Community Redevelopment Area Plan. Specific details of the reporting shall be part of the terms and conditions of any amendments to this Agreement.

Section 9. Termination.

- a. If any Party fails to comply with any terms or conditions of this Agreement or default in any of its obligations under this Agreement, and shall fail within thirty (30) calendar days after written notice to the non-compliant party to correct such default or non-compliance, the non-defaulting party, at its option may forthwith terminate this Agreement.
- b. In the event that either the City or the Agency removes or otherwise diminishes any delegated authority under this Agreement, as identified under Section 5, or otherwise defaults in any of its obligations under this Agreement, the County, at its sole option, may forthwith terminate this Agreement, and the City or the Agency, jointly and severally shall be liable to County for all funds paid pursuant to the provisions of this Agreement by the County to the Trust Fund or to any other fund or entity, or otherwise owed or pledged thereto, for the purposes of and retroactive to the effective date of this Agreement. In the event that the County defaults in any of its obligations under this Agreement, the City and Agency shall have all rights and privileges under Chapter 163, Florida Statutes, and the County shall be liable to the Agency for all Increment Revenue otherwise due to the Agency since the date of this Agreement, notwithstanding the limitations set forth in this Agreement.

- c. The grounds for termination and the remedy set forth in this Section are intended to be cumulative with those set forth in other paragraphs in this Agreement, as well as those otherwise available to the parties at law or at equity.

Section 10. Dispute Resolution.

- a. The parties shall attempt to resolve any disputes that arise under this Agreement in good faith and in accordance with this Paragraph. The provision of the “Florida Governmental Conflict Resolution Act” shall not apply to disputes under this Agreement, as an alternative dispute resolution process is hereby set forth in this Section 10. The aggrieved party shall give written notice to the other party, in the manner set forth in Section 13.e., setting forth the nature of the dispute, date of occurrence (if known), and proposed resolution, hereinafter referred to as the “Dispute Notice.”
- b. Should the parties be unable to reconcile any dispute, the appropriate Agency, City and County personnel shall meet at the earliest opportunity, but in any event within ten (10) days from the date that the Dispute Notice is received, to discuss and resolve the dispute. If the dispute is resolved to the mutual satisfaction of both, they shall report their decision, in writing, to the City Manager and County Administrator. If they are unable to reconcile their dispute, they shall report their impasse to the City Manager and the County Administrator who shall then convene a meeting of the City Manager and County Administrator at their earliest opportunity, but in any event within 20 days following receipt of a Dispute Notice, to attempt to reconcile the dispute.
- c. If a dispute is not resolved by the foregoing steps within thirty (30) days after receipt of the Dispute Notice, unless such time is extended by mutual agreement of the parties, then either party may require the dispute to be submitted to mediation by delivering written notice thereof (the “Mediation Notice”) to the other party. The mediator shall meet the qualifications set forth in Rule 10.010(c), Florida Rules for Mediators, and shall be selected by the parties within 10 days following receipt of the Mediation Notice. If agreement on a mediator cannot be reached in that 10-day period, then either party can request that a mediator be selected by an independent conflict resolution organization, and such selection shall be binding on the parties. The costs of the mediator shall be borne equally by the parties.
- d. If an amicable resolution of a dispute has not been reached within 60 calendar days following selection of the mediator, or by such later date as may be mutually agreed upon by the parties, then such dispute may be referred to binding arbitration by either party. Such arbitration shall be

conducted in accordance with the Florida Arbitration Code (Chapter 682, Florida Statutes).

1. Such arbitration shall be initiated by delivery, from one party (the "Claimant") to the other (the "Respondent"), or a written demand therefore containing a statement of the nature of the dispute and the amount, if any, involved. The Respondent, within ten (10) days following its receipt of such demand, shall deliver an answering statement to the Claimant. After the delivery of such statements, either party may make new or different claims by providing the other with written notice thereof specifying the nature of such claims and the amount, if any, involved.

2. Within ten (10) days following the delivery of such demand, each party shall select an arbitrator and shall deliver written notice of that selection to the other. If either party fails to select an arbitrator within such time, the other party may make application to the court for such appointment in accordance with the Florida Arbitration Code. Within ten (10) days following delivery of the last of such written notices, the two arbitrators so selected shall confer and shall select a third arbitrator. Each of the arbitrators so appointed shall have experience in local government issues relating to Community Redevelopment Agencies.

3. The arbitration hearing shall be commenced in Leon County, Florida within sixty (60) days following selection of the third arbitrator. Except as may be specifically provided herein, the arbitration shall be conducted in accordance with Rules R-23 – R-48 of the Commercial Arbitration Rules of the American Arbitration Association.

Section 11. Procedure for the Creation of New Community Redevelopment Agencies or the Expansion of Existing Community Redevelopment Agencies.

The City and County agree either Party may only propose new Community Redevelopment Areas in areas within the City limits or boundary adjustments to existing Community Redevelopment Areas, subject to the provisions of this Section. Should either the City or County propose a new Community Redevelopment Area, or a boundary adjustment to an existing Community Redevelopment Area, it shall be required to first receive the prior written approval of the other Party. The City and the County agree to negotiate the boundaries, the duration of future Community Redevelopment Areas and such Increment Revenue in good faith.

Section 12. Charter Amendments

The City and County pledge that neither the City nor the County shall initiate any charter amendment to either the City or County Charter during calendar year 2004 which

in any way concern, effect or otherwise impact the budgetary or operational matters of either entity.

Section 13. General Provisions.

- a. Assignment. The parties shall not assign any portion of this Agreement without written consent first obtained from the other parties and any assignment made contrary to the provisions of this Paragraph may be deemed a default of the Agreement and, at the option of the other parties, shall not convey any rights to the assignee.
- b. Compliance with Applicable Law. In providing services and otherwise carrying out its obligations under this Agreement, the parties shall comply with Applicable Law. Such compliance shall include obtaining any and all federal, state, or local permits or licenses required to perform its obligations under this Agreement.
- c. Independent Contractor. Nothing in this Agreement shall be construed to create a relationship or employer and employee or principal and agent, partnership, joint venture, or any other relationship other than that of independent parties contracting with each other solely for the purpose of carrying out the provision of the Agreement. Nothing in the Agreement shall create any right or remedies in any third party, it being solely for the benefit of the County, the City and the Agency.
- d. Non-waiver. Failure to enforce or insist upon compliance with any of the terms or conditions of this Agreement or failure to give notice or declare this Agreement terminated shall not constitute a general waiver or relinquishment of the same, or of any other terms, conditions, or acts; but the same shall be and remain at all times in full force and effect.
- e. Notice. If written notice to a party is required under this Agreement, such notice shall be given by hand delivery, recognized overnight delivery service, or by first class mail, registered and return receipt requested, to the County as follows:

County Administrator
Leon County Courthouse
301 South Monroe Street
Tallahassee, Florida 32301

and to the City as follows:

City Manager
City Hall

300 S. Adams Street, Box A-21
Tallahassee, Florida 32301

and to the Agency as follows:

Executive Director
City Hall
300 S. Adams Street
Tallahassee, Florida 32301

- f. Force Majeure. A party's timely performance of its obligations under this Agreement, only to the extent it is specifically affected thereby, shall be suspended, without forfeiture of any performance bond or the incurring of any financial liability, when and only for as long as performance of such obligations is prevented by reason of any of the following cases: (i) acts of God, including without limitation severe weather events, (ii) operation of law, and (iii) any other event beyond the reasonable control of the party whose performance is affected, to the extent not caused by such party's willful or negligent acts or omissions, except in those cases where that party could have reasonably foreseen and reasonably avoided the occurrence. The party affected by any such event shall give written notice thereof to the other party as soon as practicable after it becomes aware of such an event and, to the extent practicable, shall specify the anticipated length of the delay. The affected party shall use reasonable efforts to minimize the impact of that delay on that party's performance. Neither party shall be liable to the other for damages caused by such events. This provision shall not apply to obligations to make payments under Paragraph 6 of this Agreement.
- g. Choice of Law, Venue, and Severability. This Agreement shall be construed and interpreted in accordance with Florida Law. Venue for any action brought in relation to this Agreement shall be placed in a court of competent jurisdiction in Leon County, Florida. If any provision of this Agreement is subsequently held invalid, the remaining provisions shall continue in effect.
- h. Indemnification. To the extent permitted by law, each party agrees to indemnify, defend and hold harmless the other party, its officials, officers, and employees, from and against all liabilities, damages, costs and expenses, including but not limited to a reasonable attorney's fee, to the extent that same are caused by the negligent or wrongful acts or omissions of the indemnifying party, or its officials, officers, or employees, in the performance of this Agreement. The liability of each party, as set forth in this Paragraph, is intended to be consistent with limitations of Florida law,

including the State's waiver of sovereign immunity pursuant to Section 768.28, Florida Statutes. No obligations imposed by this Paragraph shall be deemed to alter said waiver or to extend the liability of a party beyond such limits, nor shall any such obligation be deemed or construed as a waiver of any defense of sovereign immunity to which the indemnifying party may be entitled.

- i. Amendment. Neither this Agreement nor any portion of it may be modified or waived orally. The provisions hereof may be amended or waived only pursuant to an instrument in writing, approved by the City Commission, the Governing Board of the Agency, and the County's Board of County Commissioners, and jointly executed by the parties hereto. This Agreement shall be enforced and be binding upon, and inure to the benefits of, the parties hereto and their respective successors and assigns, if any. Any party to this Agreement shall have the right, but not obligation, to waive any right or rights, limitation or limitations, or condition or conditions herein reserved or intended for the benefit of such party without being deemed to have waived other rights, limitations, or conditions. However, any such waiver shall be valid only if expressly granted in writing as described above.
- j. Third Party Beneficiary. This Agreement is solely for the benefit of the County, the City, and the Agency, and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third party. Nothing in this Agreement, either express or implied is intended or shall be construed to confer upon or give any person, corporation, or governmental entity or agency, other than the parties hereto, any right, remedy, or claim under or by reason of this Agreement or any provisions or conditions hereof.
- k. Severability. The provisions of this Agreement are declared by the parties to be severable. However, the material provisions of this Agreement are dependent upon one another, and such interdependence is a material inducement for the parties to enter into this Agreement. Therefore, should a material term, provision, covenant, or condition of this Agreement be held unenforceable by a Court of competent jurisdiction, the party protected or benefited by such term, provision, covenant, or condition may demand that the parties negotiate such reasonable alternative contract language or provisions as may be necessary either to restore the protected or benefited party to its previous position, or otherwise mitigate the loss of protection or benefit resulting from the mitigation.
- l. Litigation. In exchange for the full compliance of the terms and conditions of this Agreement, the County agrees to dismiss with prejudice the lawsuit filed against the City of Tallahassee, Case No. 2004-612 dated March 5, 2004 with each party to pay its own attorneys fees and costs. In

addition, the Parties agree not to challenge an Agency bond validation, if any, for the funding of the other parties' contribution to the Trust Fund.

- m. Limited Application. Except with respect to Sections 4 and 11 herein, this Agreement shall in no event be construed as applying to the Frenchtown Southside Community Redevelopment District established September 23, 1998.

IN WITNESS WHEREOF, the parties cause this Agreement to be executed by their duly authorized representatives this 16th day of August, 2004.

Approved as to form:
COUNTY ATTORNEY'S OFFICE
LEON COUNTY, FLORIDA

By: [Signature]
Herbert W.A. Thiele, Esq.
County Attorney



Attest:
Bob Inzer, Clerk of the Court
Leon County, Florida

BY: [Signature]

LEON COUNTY, FLORIDA

By: [Signature]
Jane G. Sauls, Chairman
Board of County Commissioners

Date: August 16, 2004

Approved as to form:
CITY ATTORNEY'S OFFICE

By: [Signature]
James R. English, Esq.
City Attorney

CITY OF TALLAHASSEE, FLORIDA

By: [Signature]
John R. Marks, III
Mayor, City of Tallahassee

Date: August 16, 2004

Attest:

By: [Signature]
Gary Herndon
City Treasurer-Clerk

COMMUNITY REDEVELOPMENT AGENCY

By: [Signature]
Chairman

EXHIBIT "A"

RESOLUTION NO. 02-R-43

1
2
3 A RESOLUTION OF THE CITY OF TALLAHASSEE,
4 FLORIDA, RELATING TO COMMUNITY
5 REDEVELOPMENT; FINDING THE EXISTENCE OF BLIGHT
6 CONDITIONS IN AN AREA OF THE CITY; FINDING
7 SHORTAGE OF HOUSING AFFORDABLE TO
8 RESIDENTS OF LOW OR MODERATE INCOME;
9 MAKING CERTAIN FINDINGS AND DETERMINATIONS;
10 FINDING A COMMUNITY REDEVELOPMENT AREA
11 EXISTS; FINDING THE EXISTING COMMUNITY
12 REDEVELOPMENT AGENCY WILL BE THE AGENCY FOR
13 THE AREA; PROVIDING AN EFFECTIVE DATE.

14 WHEREAS, a study has been done of the conditions in the City of Tallahassee, Florida,
15 finding conditions of blight in that part of the City known as the downtown area as more
16 particularly described on Exhibit "A" hereof (such area being referred to herein as the "Area");
17 and

18 WHEREAS, the results of that study have been presented to the City Commission for its
19 consideration and included in the public record; and

20 WHEREAS, after having considered the study's determinations and the facts and
21 evidence of conditions in the Area and has received and considered such other evidence of the
22 conditions in the Area as have been presented to it, the City Commission has determined that
23 certain actions are appropriate and necessary and should be taken to address the conditions now
24 present and expected to be present in the Area;

25 NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE
26 CITY OF TALLAHASSEE, FLORIDA:

27 Section 1. Findings of Conditions. Based upon the evidence, data and facts presented to
28 it, the City Commission does hereby find:

29 (a) In that area of the City described in Exhibit "A" attached hereto (such area being
30 referred to herein as either the "Area" or the "Redevelopment Area") there are a substantial
31 number of deteriorated, or deteriorating structures, in which conditions, as indicated by
32 government-maintained statistics or other studies, are leading to economic distress or endanger
33 life or property, and in which two or more of the following factors are present; and

34 (1) Predominance of defective or inadequate street layout, parking facilities, bridges,
35 or public transportation facilities exists within the Area; and

1 (2) Faulty lot layout in relation to size, adequacy, accessibility, or usefulness exists
2 within the Area; and

3 (3) Unsafe and unsanitary conditions exist within the Area; and

4 (4) Deterioration of site and other improvements within the Area.

5 (b) In addition to the conditions set forth in (a) there is a shortage of housing
6 affordable to residents of low or moderate income, including the elderly, within the Area

7 Section 2. Finding of Necessity. The City Commission does hereby expressly find that
8 the rehabilitation, conservation or redevelopment, or a combination thereof, of the Area,
9 including, if appropriate, the development of housing which residents of low or moderate
10 income, including the elderly, can afford, are necessary and in the interest of the public health,
11 safety, morals or welfare of the residents of the City of Tallahassee.


12 Section 3. Community Redevelopment Area. Based upon facts presented to it and
13 contained in the public record, the City Commission does hereby find the Area contains
14 conditions of blight as defined in Section 163.340, Florida Statutes (2001), as amended by
15 Chapter 2002-294, Laws of Florida, and that such area constitutes a community redevelopment
16 area as defined in Section 163.340(10), Florida Statutes (2001), as amended by Chapter 2002-
17 294, Laws of Florida.

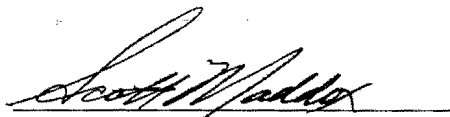
18 Section 4. Community Redevelopment Agency. The City Commission does hereby
19 find and declare that the Community Redevelopment Agency created on September 23, 1998, by
20 the enactment of Ordinance 98-O-0046, is the community redevelopment agency for the Area.

21 Section 5. Effective Date. This resolution shall take effect immediately upon its
22 approval.

23 PASSED AND APPROVED THIS 11th DAY OF SEPTEMBER, 2002.

24 Attest:

25 
26 GARY HERNDON
27 City Treasurer-Clerk


SCOTT MADDOX, Mayor

28 APPROVED AS TO FORM:

29 
30 JAMES R. ENGLISH
31 City Attorney
32

Leon County Board of County Commissioners

Cover Sheet for Agenda #15

November 19, 2013

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Ratification of Board Actions Taken at the October 29, 2013 Workshop on the Future Uses for the One-Cent of Tourist Development Tax Currently Dedicated to a Downtown Performing Arts Center(s)

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/ Project Team:	Ken Morris, Economic Development & Business Partnerships Lee Daniel, Division of Tourism Development

Fiscal Impact:

This item has no immediate fiscal impact; however, beginning with FY 2015, approximately 1/2 of the current one-cent of the tourist development tax dedicated to a performing arts center(s) would be reallocated to fund the cultural plan to include a capital grant program for cultural institutions that qualify under section 125.0104, Florida Statutes. The balance of the existing penny would be available to support ongoing needs related to future convention center space and/or any other statutory eligible use. The existing \$3.86 million unencumbered balance would be returned to the Tourism Trust Fund with the intent of the funds be utilized to support convention center space being developed by Florida State University. A Public Hearing will be required to execute these changes to the Tourism Plan in County Ordinance.

Staff Recommendation:

Option #1: Ratify Board actions, including the additional recommendation outlined in this item, taken at the October 29, 2013 Workshop on the Future Uses for the One-Cent of Tourist Development Tax Currently Dedicated to a Downtown Performing Arts Center(s).

Report and Discussion

Background:

On October 29, 2013, the Board conducted a workshop to consider the future uses for the one-cent of tourist development tax (TDT) currently dedicated to a downtown performing arts center(s). The workshop was requested by the Board during the July 8, 2013 FY 2014 Budget Workshop, given the recommendation of the Leon County Sales Tax Committee, by a 12-2 vote, to place the Florida Center for Performing Arts and Education (FCPAE) as a Tier 3 project. This, in essence, eliminates the project from being recommended to receive funding through the sales tax extension which is a fundamental component of the business and construction plan developed by FCPAE.

Leon County currently collects all five cents allowable under section 125.0104, Florida Statutes. Four of the five cents are used to fund the Tourist Development Plan, including \$504,500 for the Council on Cultural Arts (COCA) and one cent is set aside, by interlocal agreement with the City and Community Redevelopment Agency (CRA), in an account dedicated for a performing arts center(s) in the downtown district of the CRA. Table #1 demonstrates the FY 2014 allocations using net figures.

Table #1: FY 2014 TDT Allocations

TDT Funding Recipient	Allocation by Ordinance (Cent)	Current Funding Level (\$)	% of Total Annual Revenue
Downtown Performing Arts Center (<i>per Interlocal Agreement</i>)	1	\$863,300	20%
Tourism Development Division -Marketing & Public Relations -COCA Re-granting*	4*	\$3,453,200	80%
Total	5	\$4,316,500	100%

*COCA received \$504,500 of TDT in FY 2014 as part of the County budget process. The \$504,500 for COCA is re-granted to various cultural institutions and organizations in Leon County. Additionally, the County provides COCA \$150,000 in general revenue support for administrative purposes. The funds are not dedicated by Ordinance under the Tourism Development Plan, but are allocated as part of the annual budget development process; whereas the FCPAE funding is dedicated in the Tourism Plan.

Analysis:

Staff presented its findings and recommendations to the Board during the workshop on the fate of the FCPAE performing arts center, which appears imminent, given the lack of private fundraising, the inability to garner support from the Sales Tax Committee, and the City's readiness to put the former Johns Building site on the market. Additionally, staff provided a series of recommendations with regard to the existing \$3.86 million of unencumbered funds dedicated to a performing arts center(s) in the downtown CRA, the reimbursement of \$508,425 for the demolition of the Johns Building site, and the utilization of future revenues from the existing one-cent dedicated to the PAC to support local cultural and arts organizations.

The Board discussed the aforementioned issues extensively and approved Options #1, #3, and #4 as listed:

1. Authorize the County Administrator, to take steps necessary to return the \$3.86 million unencumbered balance set aside for the downtown performing arts center back into the Tourist Development Tax Trust Fund including:
 - a. Issue a notification letter to the City of the Tallahassee, the Community Redevelopment Agency, and the Tourist Development Council summarizing the Board's direction and request the City and CRA to formally acknowledge and concur with this action as it relates to the Interlocal Agreement.
 - b. Request that the Board's actions taken at this workshop be placed on the January 23, 2014 Community Redevelopment Agency agenda for discussion to include the \$508,425 reimbursement to the County for the demolition and clearing of the Johns Building site.
 - c. Schedule a Public Hearing to modify the Tourist Development Plan in accordance with the Board's direction.
 - d. **Additional Recommendation:** Because this issue is subject to the existing Downtown CRA Interlocal Agreement, the County Administrator seeks Board authorization to meet with the City Manager in advance of the CRA meeting to include additional policy options related to the reimbursement of the demolition of the John's Building for CRA consideration, which may be mutually beneficial to the County and the City, avoid the re-opening of the entire interlocal agreement, advance the larger goals of the CRA, and result in CRA support of the Board's actions. Of course, any issues which the CRA approves, which are in addition to or inconsistent with the Board's action, will be subsequently agendaed for Board consideration and will require Board approval.
3. Authorize the County Administrator to extend an invitation to President Barron for the Board's Annual Retreat scheduled for December 9, 2013 to provide additional information on the revitalization plans for the Civic Center and the development of an adjacent FSU-branded conference hotel.
4. Direct the Leon County Tourist Development Council to bring back recommendations to the Board on the utilization of a full cent dedicated to arts and culture in conjunction with the Cultural Review Planning Committee's final report to include:
 - a. The current funding levels for the Council on Cultural Arts.
 - b. The creation of a capital grants program for cultural institutions, with the associated application process and guidelines, allowable under section 125.0104, Florida Statutes.
 - c. Additional arts and culture investment opportunities available with TDT funds to enhance visitation.

The Board did not approve Option #2, to authorize the County Administrator to explore leveraging the unencumbered TDT funds to ensure the desired amount of meeting space is sought through FSU's RFP process for a conference hotel. However, the Board directed the County Administrator to bring back Option #2 for further discussion if, in the County Administrator's opinion, the timing of the issue becomes critical. Further, the Board's approval of Option #3 to invite President Barron to the Annual Retreat will give the Board an opportunity to obtain additional information about the project.

In its deliberation and approval of Options #1 and #4, the Board reiterated its support and the long-term community need for a performing arts center with the understanding that the private financial support was still not adequate for this project to proceed at this time. In turn, the Board agreed to allocate a full one-cent of TDT toward cultural funding (i.e. COCA granting, cultural capital grant program). This will provide an additional \$358,800, or a 71% increase, in TDT funding for local arts and cultural organizations. The Tourism Development Council will bring recommendations back to the Board on the utilization of these funds for FY 2015, including the creation of a cultural capital grant program, in conjunction with the Cultural Review Planning Committee's final report.

Finally, the remaining balance of the one penny, currently allocated towards a performing arts center (\$504,500), would be available for either additional support for additional marketing and public relations for the County's tourism program or any other tourism-related expenses authorized by state statute and County policy. Staff will await further direction from the Board on these funds following the Annual Retreat, if any, and proceed accordingly with the intent of modifying the Tourism Plan and TDT allocation for the start of FY 2015. Until final direction is taken by the Board at a scheduled Public Hearing, and the CRA/City concurs that the performing arts center project is not proceeding in accordance with the current interlocal agreement, the ongoing one-cent dedicated to a performing arts center(s) and the \$3.86 million in unencumbered funds will remain in effect.

Options:

1. Ratify Board actions, including the additional recommendation outlined in this item, taken at the October 29, 2013 Workshop on the Future Uses for the One-Cent of Tourist Development Tax Currently Dedicated to a Downtown Performing Arts Center(s).
2. Do not ratify the Board's actions taken at the October 29, 2013 Workshop on the Future Uses for the One-Cent of Tourist Development Tax Currently Dedicated to a Downtown Performing Arts Center(s).
3. Board direction.

Recommendation:

Option #1.



LEON COUNTY BOARD OF COUNTY COMMISSIONERS

STRATEGIC PLAN FY 2012 & FY 2013

Vision

As home to Florida’s capitol, Leon County is a welcoming, diverse, healthy, and vibrant community, recognized as a great place to live, work and raise a family. Residents and visitors alike enjoy the stunning beauty of the unspoiled natural environment and a rich array of educational, recreational, cultural and social offerings for people of all ages. Leon County government is a responsible steward of the community’s precious resources, the catalyst for engaging citizens, community, business and regional partners, and a provider of efficient services, which balance economic, environmental, and quality of life goals.

Core Values

We are unalterably committed to demonstrating and being accountable for the following core organizational values, which form the foundation for our people focused, performance driven culture:

SERVICE

RELEVANCE

INTEGRITY

ACCOUNTABILITY

RESPECT

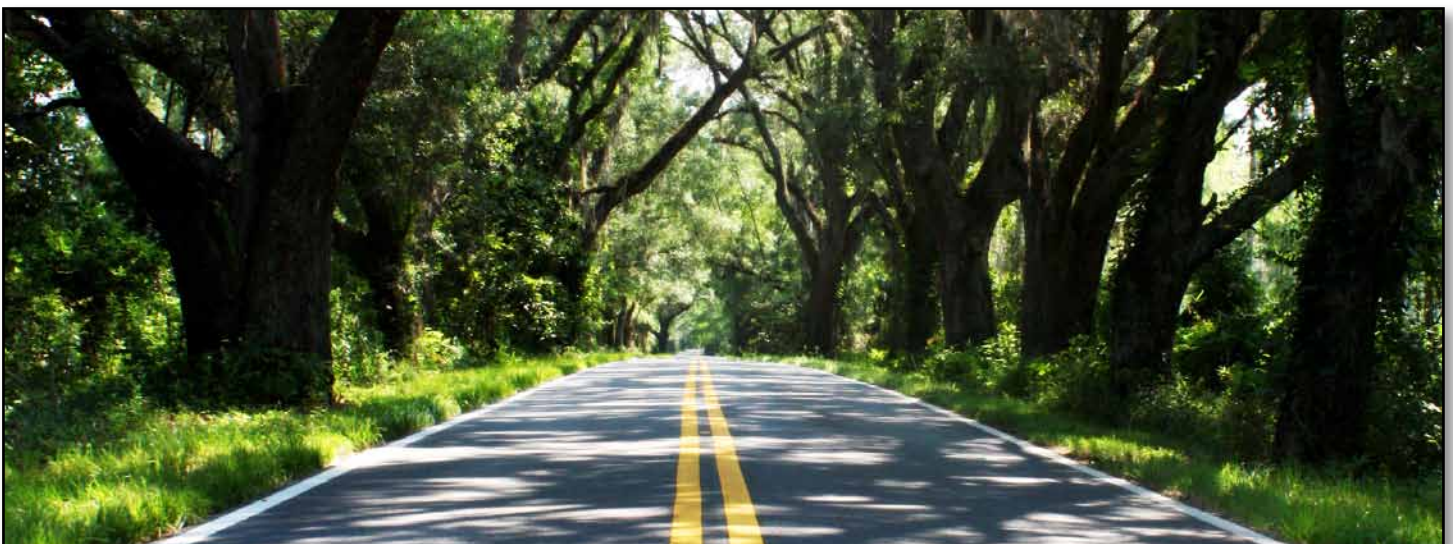
COLLABORATION

STEWARDSHIP

PERFORMANCE

TRANSPARENCY

VISION



Strategic Priority - Economy

To be an effective leader and a reliable partner in our continuous efforts to make Leon County a place which attracts talent, to grow and diversify our local economy, and to realize our full economic competitiveness in a global economy. (EC)

- ▶ (EC1) - Integrate infrastructure, transportation, redevelopment opportunities and community planning to create the sense of place which attracts talent. (2012)
- ▶ (EC2) - Support business expansion and job creation, including: the implementation of the Leon County 2012 Job Creation Action Plan, to include evaluating the small business credit program. (2012)
- ▶ (EC3) - Strengthen our partnerships with our institutions of higher learning to encourage entrepreneurship and increase technology transfer and commercialization opportunities, including: the Leon County Research and Development Authority and Innovation Park. (2012)
- ▶ (EC4) - Grow our tourism economy, its economic impact and the jobs it supports, including: being a regional hub for sports and cultural activities. (2012)
- ▶ (EC5) - Focus resources to assist local veterans, especially those returning from tours of duty, in employment and job training opportunities through the efforts of County government and local partners. (2012)
- ▶ (EC6) - Ensure the provision of the most basic services to our citizens most in need so that we have a “ready workforce.” (2012)
- ▶ (EC7) - Promote the local economy by protecting jobs and identifying local purchasing, contracting and hiring opportunities. (2013)

Strategic Initiatives - Economy

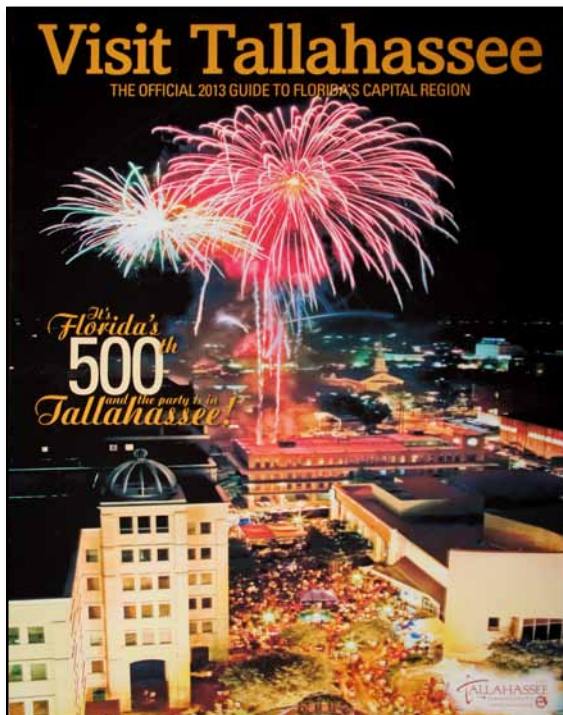
- (EC1, G3, G5) - Evaluate sales tax extension and associated community infrastructure needs through staff support of the Leon County Sales Tax Committee (2012)
- (EC1, G3, G5) - Develop a proposed economic development component for the Sales Tax extension being considered (2013)
- Implement strategies that encourage highest quality sustainable development, business expansion and redevelopment opportunities, including:
 - (EC2) - Identify revisions to future land uses which will eliminate hindrances or expand opportunities to promote and support economic activity (rev. 2013);
 - (EC2) - Consider policy to encourage redevelopment of vacant commercial properties (2012); and
 - (EC2) - Consider policy to continue suspension of fees for environmental permit extensions (2012)
 - Implement strategies that support business expansion and job creation, including:
 - (EC2) - Evaluate start-up of small business lending guarantee program (2012);
 - (EC2) - Identify local regulations that may be modified to enhance business development; and
 - (EC2) - Implement Leon County 2012 Job Creation Plan (2012)
- (EC2, EC3) - Implement strategies to support Innovation Park and promote commercialization and technology transfer, including being a catalyst for a stakeholder’s forum (2012)
- Implement strategies that promote the region as a year round destination, including:
 - (EC4, Q1, Q4) - Evaluate competitive sports complex with the engagement of partners such as KCCI (2012);
 - (EC4) - Support VIVA FLORIDA 500 (2012);
 - (EC4) - Develop Capital Cuisine Restaurant Week (2012); and
 - (EC4) - Support Choose Tallahassee initiative (2012)
- Implement strategies that assist local veterans, including:
 - (EC5) - Hold “Operation Thank You!” celebration annually for veterans and service members (rev. 2013);
 - (EC5, EC6) - Develop job search kiosk for veterans (2012);
 - (EC5, EC6, Q3) - Consider policy to allocate a portion of Direct Emergency Assistance funds to veterans (2012); and
 - (EC5, Q3) - Consider policy to waive EMS fees for uninsured or underinsured veterans (2012)
- (E6, Q2) - Implement strategies to promote work readiness and employment, including: provide job search assistance for County Probation and Supervised Pretrial Release clients through private sector partners (2012)
- (EC7) - Extend the term of Leon County’s Local Preference Ordinance (2013).

Ongoing Support (Highlights) - Economy

- (EC1, Q2) - Develop and maintain County transportation systems, including roads, bike lanes, sidewalks, trails, and rights-of-way (2012)
- (EC2, G2) - Implement Department of Development Support & Environmental Management Project Manager, and dual track review and approval process (2012)
- (EC2) - Partner with and support the Economic Development Council, Qualified Targeted Industry program, Targeted Business Industry program, and Frenchtown/Southside and Downtown Redevelopment Areas (2012)
- (EC3) - Support and consider recommendations of Town and Gown Relations Project (2012)
- (EC4) - Promote region as a year round destination through the Fall Frenzy Campaign, and by identifying niche markets (2012)
- (EC5, EC6, Q3) - Collaborate with United Vets and attend monthly coordinating meetings, support Honor Flights, provide grants to active duty veterans, assist veterans with benefits claims, provide veterans hiring preference, waive building permit fees for disabled veterans, and fund Veterans Day Parade as a partner with V.E.T., Inc. (2012)
- (EC6, G3) - Provide internships, Volunteer LEON Matchmaking, Summer Youth Training program, 4-H programs, EMS Ride-Alongs, and enter into agreements with NFCC and TCC which establish internship programs at EMS for EMS Technology students (2012)



Leon County Apalachee Regional Park Trail Cross Country Event



Visit Tallahassee Guide



Veterans Resource Center

Strategic Priority - Environment

To be a responsible steward of our precious natural resources in our continuous efforts to make Leon County a place which values our environment and natural beauty as a vital component of our community's health, economic strength and social offerings. (EN)

- ▶ (EN1) - Protect our water supply, conserve environmentally sensitive lands, safeguard the health of our natural ecosystems, and protect our water quality, including the Floridan Aquifer, from local and upstream pollution. (rev. 2013)
- ▶ (EN2) - Promote orderly growth which protects our environment, preserves our charm, maximizes public investment, and stimulates better and more sustainable economic returns. (2012)
- ▶ (EN3)- Educate citizens and partner with community organizations to promote sustainable practices. (2012)
- ▶ (EN4) - Reduce our carbon footprint, realize energy efficiencies, and be a catalyst for renewable energy, including: solar. (2012)

Strategic Initiatives - Environment

- Implement strategies that protect the environment and promote orderly growth, including:
 - (EN1, EN2) - Develop Countywide Minimum Environmental Standards (2012);
 - (EN1, EN2) - Develop minimum natural area and habitat management plan guidelines (2012);
 - (EN1, EN2) - Integrate low impact development practices into the development review process (2012);
 - (EN1, EN2) - Consider mobility fee to replace the concurrency management system (2012);
 - (EN1, EN2, G2) - Develop examples of acceptable standard solutions to expedite environmental permitting for additions to existing single-family homes (2012) ;
 - (EN1, EN2, G2) - Develop examples of acceptable standard solutions to expedite environmental permitting for new construction (2013); and
 - (EN1, EN2, G2) - Develop solutions to promote sustainable growth inside the Lake Protection Zone (2013)
- (EN1, EN2) - Implement strategies to protect natural beauty and the environment, including: update 100-year floodplain data in GIS based on site-specific analysis received during the development review process (2012)
- Implement strategies which plan for environmentally sound growth in the Woodville Rural Community, including:
 - (EN1, Q5) - Bring central sewer to Woodville consistent with the Water and Sewer Master Plan, including consideration for funding through Sales Tax Extension (2012); and
 - (EN1, EN2, Q5) - Promote concentrated commercial development in Woodville (2012)
- Continue to work with regional partners to develop strategies to further reduce nitrogen load to Wakulla Springs, including:
 - (EN1, EC4) - Conduct workshop regarding Onsite Sewage Treatment and Disposal and Management Options report (2012); and
 - (EN1) - Extend central sewer or other effective wastewater treatment solutions to the Primary Springs Protection Zone area within Leon County (2013)
- Implement strategies to promote renewable energy and sustainable practices, including:
 - (EN4) - Complete construction of Leon County Cooperative Extension net-zero energy building (2012);
 - (EN2, EN3, EN4) - Pursue opportunities to fully implement a commercial and residential PACE program (2012);
 - (EN3, Q5, EC6) - Consider policy for supporting new and existing community gardens on County property and throughout the County (2012);
 - (EN3, Q5, EC6) - Expand the community gardens program (2013);
 - (EN4, G5) - Develop energy reduction master plan (2012); and
 - (EN4) - Further develop clean - green fleet initiatives, including compressed natural gas (rev. 2013)
- Develop and implement strategies for 75% recycling goal by 2020, including:
 - (EN4) - Evaluate Waste Composition Study (2012);
 - (EN4) - Identify alternative disposal options (2012);
 - (EN4) - Explore renewable energy opportunities at Solid Waste Management Facility (rev. 2013); and
 - (EN4) - Seek competitive solicitations for single stream curbside recycling and comprehensively reassess solid waste fees with goals of reducing costs and increasing recycling (2013)

Ongoing Support (Highlights) - Environment

- (EN1) - Develop and maintain County stormwater conveyance system, including enclosed systems, major drainage ways, stormwater facilities, and rights-of-way (2012)
- (EN1, EN3) - Provide Greenspace Reservation Area Credit Exchange (GRACE) (2012)
- (EN2) - Provide canopy road protections (2012)
- (EN1, EN4) - Provide Adopt-A-Tree program (2012)
- (EN1, EN3) - Provide hazardous waste collection (2012)
- (EN) - Provide water quality testing (2012)
- (EN1) - Implement the fertilizer ordinance (2012)
- (EN3) - Provide state landscaping and pesticide certifications (2012)
- (EN3) - Conduct Leon County Sustainable Communities Summit (2012)



Talla-Happy Sunflower



Fort Braden Community Garden



Lake Bradford



Leon County Cooperative Extension Net-Zero Facility

Strategic Priority - Quality of Life

To be a provider of essential services in our continuous efforts to make Leon County a place where people are healthy, safe, and connected to their community. (Q)

- ▶ (Q1) - Maintain and enhance our recreational offerings associated with parks and greenway system for our families, visitors and residents. (rev. 2013)
- ▶ (Q2) - Provide essential public safety infrastructure and services which ensure the safety of the entire community. (2012)
- ▶ (Q3) - Maintain and further develop programs and partnerships necessary to support and promote a healthier community, including: access to health care and community-based human services. (rev. 2013)
- ▶ (Q4) - Enhance and support amenities that provide social offerings for residents and visitors of all ages. (rev. 2013)
- ▶ (Q5) - Create senses of place in our rural areas through programs, planning and infrastructure, phasing in appropriate areas to encourage connectedness. (2012)
- ▶ (Q6) - Support the preservation of strong neighborhoods through appropriate community planning, land use regulations, and high quality provision of services. (2012)
- ▶ (Q7) - Further create connectedness and livability through supporting human scale infrastructure and development, including: enhancing our multimodal districts. (2012)
- ▶ (Q8) - Maintain and enhance our educational and recreational offerings associated with our library system, inspiring a love of reading and lives of learning. (2013)
- ▶ (Q9) - Support the development of stormwater retention ponds that are aesthetically pleasing to the public and located in a manner that protects strong neighborhoods. (2013)

Strategic Initiatives - Quality of Life

- Implement strategies through the library system which enhance education and address the general public's information needs, including:
 - (Q1, EC1, EC6) - Complete construction of the expanded Lake Jackson Branch Library and new community center (2012); and
 - (Q1, EC1, EC6) - Relocate services into the expanded facility (2012)
- Implement strategies which advance parks, greenways, recreational offerings, including:
 - (Q1, EC1, EC4) - Explore extension of parks and greenways to incorporate 200 acres of Upper Lake Lafayette (2012);
 - (Q1, EC1, EC4) - Update Greenways Master Plan (2012);
 - (Q1, EC1, EC4) - Develop Miccosukee Greenway Management Plan (2012); and
 - (Q1, EC1, EC4) - Develop Alford Greenway Management Plan (2012)
- Expand recreational amenities, including:
 - (Q1, Q5, EC1, EC4) - Complete construction of Miccosukee ball fields (2012);
 - (Q1, EC1, EC4) - Continue to plan acquisition and development of a North East Park (2012);
 - (Q1, EC1, EC4) - Develop Apalachee Facility master plan to accommodate year-round events (rev. 2013);
 - (Q1, Q5, EC1, EC4) - Continue to develop parks and greenways consistent with management plans including Okeehoopkee Prairie Park, Fred George Park and St. Marks Headwater Greenway (2012); and
 - (Q1, EC1) - In partnership with the City of Tallahassee and community partners, conduct a community-wide conversation on upper league competition with the goal of a higher degree of competition and more efficient utilization of limited fields (2013)



Leon County EMS

- (Q1, EC1) - Redevelop Huntington Oaks Plaza, which will house the expanded Lake Jackson Branch Library and new community center, through a sense of place initiative (2012)
- Provide essential public safety infrastructure and services, including:
 - (Q2, EC2) - Complete construction of Public Safety Complex (2012);
 - (Q2) - Consolidate dispatch functions (2012); and
 - (Q2) - Successfully open the Public Safety Complex (2013)
- (Q2, Q3) - Implement strategies to improve medical outcomes and survival rates, and to prevent injuries, including: pursue funding for community paramedic telemedicine (2012)
- Implement strategies to maintain and develop programs and partnerships to ensure community safety and health, including:
 - (Q2, Q3) - Participate in American Society for the Prevention of Cruelty to Animals (ASPCA) Partnership, and in ASPCA ID ME Grant (2012);
 - (Q3) - Implement procedures for residents to take full advantage of the NACO Dental Card program (2013); and
 - (Q3) - Consider establishing a Domestic Partnership Registry (2013);
- Implement strategies that support amenities which provide social offerings, including:
 - (Q4, EC1, EC4) - Consider constructing Cascade Park amphitheatre, in partnership with KCCI (2012);
 - (Q4, EC4) - Consider programming Cascade Park amphitheatre (2012);
 - (Q4) - Develop unified special event permit process (2012); and
 - (Q4, EC4, G5) - Evaluate opportunities to maximize utilization of Tourism Development taxes and to enhance effectiveness of County support of cultural activities, including management review of COCA (2012)
- (Q6) - Implement strategies to promote homeownership and safe housing, including: consider property registration for abandoned real property (2012)
- Implement strategies that preserve neighborhoods and create connectedness and livability, including:
 - (Q6, 7) - Implement design studio (2012);
 - (Q6, Q7) - Implement visioning team (2012);
 - (Q6, Q7) - Develop performance level design standards for Activity Centers (2012);
 - (Q6) - Revise Historic Preservation District Designation Ordinance (2012);
 - (Q6, Q7) - Develop design standards requiring interconnectivity for pedestrians and non-vehicular access (2012);
 - (Q7) - Develop bike route system (2012);
 - (Q7) - Establish Bicycle & Pedestrian Advisory Committee (2012);
 - (Q6, Q7) - Conduct a workshop that includes a comprehensive review of sidewalk development and appropriate funding (2013);
 - (Q1, Q5, EC1, EC4) - Expand, connect and promote "Trailhassee" and the regional trail system (2013); and
- (Q7, EC1) - Promote communication and coordination among local public sector agencies involved in multi-modal transportation, connectivity, walkability, and related matters (2013)
- (Q4) Seek community involvement with the VIVA FLORIDA 500 Time Capsule (2013)



Eastside Branch Library

Ongoing Support (Highlights) - Quality of Life

- (Q1, Q9, EC1, EC6) - Maintain a high quality of offerings through the library system, including public access to books, media, digital resources, computers, Internet, reference resources, targeted programming, mobile library, and literacy training (2012)
- (Q2) - Fund Sheriff's operations, consisting of law enforcement, corrections, emergency management, and enhanced 9-1-1 (2012)
- (Q2) - Implement alternatives to incarceration (2012)
- (Q2) - Initiate county resources as part of emergency response activation (2012)
- (Q2) - Provide, support and deploy the geographic information system, integrated Justice Information System, Jail Management system, case management and work release management information systems for Probation, Supervised Pretrial Release and the Sheriff's Office, and the pawnshop network system (2012)
- (Q2, G5) - Provide for information systems disaster recovery and business continuity (2012)
- (Q2, Q3) - Provide Emergency Medical Services (2012)
- (Q2, Q3) - Support programs which advocate for AED's in public spaces (2012)
- (Q2, Q3) - Provide community risk reduction programs (such as AED/CPR training) (2012)
- (Q3) - Support Community Human Services Partnerships (CHSP) (2012)
- (Q3) - Support Leon County Health Departments (2012)
- (Q3) - Support CareNet (2012)
- (Q3) - Support DOH's Closing the Gap grant (including "Year of the Healthy Infant II" campaign, and Campaign for Healthy Babies) (2012)
- (Q3) - Maintain oversight of state-mandated programs, such as Medicaid and Indigent Burial, to ensure accountability and compliance with state regulations (2012)
- (Q3, EC6) - Educate at risk families to build healthy lives through the Expanded Food and Nutrition Education Program and other family community programs (2012)
- (Q3) - Support of Regional Trauma Center (2012)
- (Q3, G5) - Leverage grant opportunities with community partners (2012)
- (Q3) - Support of Palmer Monroe Teen Center in partnership with the City (2012)
- (Q3) - Provide targeted programs for Seniors (2012)
- (Q6) - Provide foreclosure prevention counseling and assistance (2012)
- (Q6) - Provide first time homebuyer assistance (2012)



J. R. Alford Greenway



Leon County Public Library



All-Star Little League Baseball Tournament, Chaires Capitola Park



Lake Jackson Branch Library and Community Center

Strategic Priority - Governance

To be a model local government which our citizens trust and to which other local governments aspire. (G)

- ▶ (G1) - Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. (rev. 2013)
- ▶ (G2) - Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. (2012)
- ▶ (G3) - Sustain a culture that respects, engages, and empowers citizens in important decisions facing the community. (2012)
- ▶ (G4) - Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices. (2012)
- ▶ (G5) - Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. (2012)

Strategic Initiatives - Governance

- Implement strategies which promote access, transparency, and accountability, including:
 - (G1) - Explore providing On Demand - Get Local videos (2012);
 - (G1) - Explore posting URL on County vehicles (2012); and
 - (G1) - Instill Core Practices through: providing Customer Engagement training for all County employees, revising employee orientation, and revising employee evaluation processes (2012)
- Implement strategies to gain efficiencies or enhance services, including:
 - (G2) - Conduct LEADS Reviews (2012);
 - (G2) - Develop and update Strategic Plans (2012); and
 - (G5) Convene periodic Chairman's meetings with Constitutional Officers regarding their budgets and opportunities to gain efficiencies (2013)
- Implement strategies to further utilize electronic processes which gain efficiencies or enhance services, including:
 - (G2) - Develop process by which the public may electronically file legal documents related to development review and permitting (2012);
 - (G2) - Expand electronic Human Resources business processes including applicant tracking, timesheets, e-Learning, employee self-service (2012);
 - (G2, EN4) - Investigate expanding internet-based building permitting services to allow additional classifications of contractors to apply for and receive County permits via the internet (2012);
 - (G2, EN4) - Institute financial self-service module, document management, and expanded web-based capabilities in Banner system (2012);
 - (G5) - Consider options to gain continuity of Commissioners' representation on committees, such as multi-year appointments (2013); and
 - (G5) - Periodically convene community leadership meetings to discuss opportunities for improvement (2013)
- (G2) - Investigate feasibility of providing after hours and weekend building inspections for certain types of construction projects (2012)
- Implement strategies to further engage citizens, including:
 - (G3) - Develop and offer Citizens Engagement Series (2012);
 - (G3) - Identify the next version of "Citizens Engagement" to include consideration of an "Our Town" Village Square concept (2013); and
 - (G1, G3) - Expand opportunities for increased media and citizen outreach to promote Leon County (2013).
- (G4) - Implement healthy workplace initiatives, including: evaluate options for value-based benefit design (2012)
- Implement strategies to retain and attract a highly skilled, diverse and innovative workforce, which exemplifies the County's Core Practices, including:
 - (G4) - Revise employee awards and recognition program (2012);



Citizen Engagement Series: Budget Session

- (G4) - Utilize new learning technology to help design and deliver Leadership and Advanced Supervisory Training for employees (2012); and
- (G4, G1) - Pursue Public Works' American Public Works Association (APWA) accreditation (2012)
- Implement strategies which ensure responsible stewardship of County resources, including:
 - (G5) - Revise program performance evaluation and benchmarking (2012);
 - (G5) - Identify opportunities whereby vacant, unutilized County-owned property, such as flooded-property acquisitions, can be made more productive through efforts that include community gardens (2013);
 - (G5) - Develop financial strategies to eliminate general revenue subsidies for business operations (i.e., Stormwater, Solid Waste and Transportation programs) (2013); and
 - (G1) - Pursue expansion for whistleblower notification (2013).
- Implement strategies to maximize grant funding opportunities, including:
 - (G5) - Institute Grants Team (2012); and
 - (G5) - Develop and institute an integrated grant application structure (2012)
- (G5) - Consider approval of the local option to increase the Senior Homestead Exemption to \$50,000 for qualified seniors (2013)
- (G2) - Pursue Sister County relationships with Prince George's County, Maryland and Montgomery County, Maryland (2013)



Leon County's Website with Citizens Connect Button

Ongoing Support (Highlights) - Governance

- (G1) - Develop and deploy website enhancements (2012)
- (G1) - Provide and expand online services, such as Customer Connect, Your Checkbook, and Board agenda materials (2012)
- (G1) - Provide televised and online Board meetings in partnership with Comcast (2012)
- (G1, G2, G5) - Provide technology and telecommunications products, services and support necessary for sound management, accessibility, and delivery of effective, efficient services, including maintaining financial database system with interfaces to other systems (2012)
- (G3) - Organize and support advisory committees (2012)
- (G4) - Support and expand Wellness Works! (2012)
- (G4, Q2) - Maintain a work environment free from influence of alcohol and controlled illegal substances through measures including drug and alcohol testing (2012)
- (G4) - Support employee Safety Committee (2012)
- (G4) - Conduct monthly Let's Talk "brown bag" meetings with cross sections of Board employees and the County Administrator (2012)
- (G1, G2, G4) - Utilize LEADS Teams to engage employees, gain efficiencies or enhance services, such as: the Wellness Team, Safety Committee Team, Citizen Engagement Series Team, HR Policy Review & Development Team, Work Areas' Strategic Planning Teams (2012)
- (G5) - Prepare and broadly distribute the Annual Report (2012)
- (G5) - Conduct management reviews (2012)
- (G5) - Provide and enhance procurement services and asset control (2012)
- (G5) - Manage and maintain property to support County functions and to meet State mandates for entities such as the Courts (2012)



Public Safety Complex Rendering



LISTENS FOR CHANGING NEEDS

ENGAGES CITIZENS AND EMPLOYEES

ALIGNS KEY STRATEGIC PROCESSES

DELIVERS RESULTS & RELEVANCE

STRIVES FOR CONTINUOUS IMPROVEMENT





CORE PRACTICES

Core Practices put our Core Values in action. Leon County employees are committed to the following Core Practices:

- **Delivering the “Wow” factor in Customer Service**

Employees deliver exemplary service with pride, passion and determination; anticipating and solving problems in “real time” and exceeding customer expectations. Customers know that they are the reason we are here.

- **Connecting with Citizens**

Employees go beyond customer service to community relevance, engaging citizens as stakeholders in the community’s success. Citizens know that they are part of the bigger cause.

- **Demonstrating Highest Standards of Public Service**

Employees adhere to the highest standards of ethical behavior, avoid circumstances that create even an appearance of impropriety and carry out the public’s business in a manner which upholds the public trust. Citizens know that we are on their side.

- **Accepting Accountability**

Employees are individually and collectively accountable for their performance, adapt to changing conditions and relentlessly pursue excellence beyond the current standard, while maintaining our core values.

- **Exhibiting Respect**

Employees exercise respect for citizens, community partners and each other.

- **Employing Team Approach**

Employees work together to produce bigger and better ideas to seize the opportunities and to address the problems which face our community.

- **Exercising Responsible Stewardship of the Community’s Resources**

Employees engage in the continuous effort to create and sustain a place which attracts talent, fosters economic opportunity and offers an unmatched quality of life, demonstrating performance, value and results for our citizenry.

- **Living our “People Focused, Performance Driven” Culture**

Employees have a structure in place to live all of this as our organizational culture and are empowered to help the people they serve.

FOR MORE INFORMATION ONLINE, VISIT:

www.LeonCountyFL.gov

Adopted: February 28, 2012
Revised: January 29, 2013

TO: The Board of City Commissioners
The Board of County Commissioners
Tallahassee, Florida

FROM: Elise Judelle-445-2510, ejudelle@gmail.com
Peggy Brady-445-8516, peggybradyis@gmail.com

DATE: February 24, 2014

RE: Tourist Development Tax collected with the intent of developing
a performing arts center (s) in the Downtown CRA

How fitting that it was William Shakespeare who said, "Timing is everything".

Rather than be a day late and more than a dollar short, we knew after reading Gerald Ensley's article in Sunday's Democrat that you needed to have some information that may be germane to your discussions of the tourist development tax intended for use to construct or operate a performing art center(s) in the Downtown CRA.

Attached you will find a summary of the Downtown Theatre project. This exciting project is the result of the extremely generous opportunity offered to this community by Michael H. Sheridan.

Work has been proceeding largely behind the scenes in order to be able to provide answers to questions regarding needs and realities as they relate both to the capital and operating components of this project.

We were preparing to send you information on the project soon however your further consideration for the use of the Tourist Development Tax collected on behalf of a performing arts center(s) has been planned for an earlier date than we expected.

As you deliberate on the use of this funding we would like to ask that you factor this project into those considerations.

Of utmost importance:

- The Downtown Theatre is a performing arts project within the context of the inter-local agreement that created the set aside funds for "a performing arts center (s) in the Downtown CRA".
- Opening Night could be as early as December 2014.
- A private citizen, Mike Sheridan, offered one million dollars of his own money to kick start the development of such a space and this offer has been a part of this project's progress to date.
- Following months of work, in January a construction estimate was completed. The estimated total cost of this facility from present condition to completion is \$2.5 - \$3.2 million dollars. That is inclusive of all design and construction costs, acquisition, theatre outfitting costs and the beginning of an operating endowment.
- A local contractor has been involved from the outset and is ready to proceed.

- Two theatre professionals, each with 30 years of successful theatre business experience in a combination of production/programming and administration, are contributing their time and expertise to serving as project managers, committed to creating an operating plan that will succeed and a programming plan that will bring to Tallahassee a level of professional theatre and entertainment that does not currently exist.

PROPOSAL:

- Of the \$4 million of tourist development tax collected to create a performing arts center(s) in the downtown CRA, designate \$1.5 million of that unencumbered current balance to the Downtown Theatre project for a portion of the capital costs.

Adhering to the intent for the use of these funds as they were collected-to fund a performing arts center (s) in the Downtown CRA-it is also projected that the success of this professional Downtown Theatre can lead to the development of the larger performing arts space in the future, also in the Downtown CRA.

This theatre will have as part of its primary mission (*see details in attached summary*) the attraction of visitors to Leon County as intended by the tourist development tax statute.

No other project under consideration has a timeline from start to finish similar to the Downtown Theatre. This project also comes with private sector support already in hand.

In less than one year and a half the amount of tourist development tax funds contributed to this Downtown Theatre project would be collected to replenish the fund back to its current balance.

Within one year, with this \$1.5 million in already collected funds awarded as incentive to this project's development:

- A blighted area in the heart of the Downtown will be revitalized
- Neighboring businesses and six neighboring hotels will benefit from the presence of the creation of live theatre in walking distance.
- A new visitor attraction will be added to the marketing packages of Visit Tallahassee.

Operating:

Startup operating: Currently, like sized cultural institutions can receive \$325,000 annually through the COCA grant program, however, until this new organization has operated for three years, it is not eligible for those dollars. An annual award of \$300,000 could come from these existing tourist development funds collected for a performing arts center(s). It is also our understanding that the County is now considering allocating a full penny of the tourist development tax proceeds for culture. This \$300,000 could initially be drawn from that penny without impacting the current COCA grant program awards as they now stand. At the end of the three years this new organization would enter the COCA grant program and the funds would be available to make this award without impact to existing organizations. It is anticipated that the total annual tourist development tax collection will also grow incrementally in the next few years.

PLEASE NOTE: Acquisition discussions for this property will not proceed until further information is provided about the CRA's investment.

Update Downtown Theatre

COST OF CONSTRUCTION

Following an initial inspection by Oliver Renovation and Commercial Construction at the request of County Commissioner Bryan Desloge, Leon County's Facilities Department inspected the property as well, analyzing its capacity to become a theatre. That department's John Ward, also a former private sector architect, worked up an initial ground plan and indicated his belief that a theatre in the space was not only possible but desirable. Elise Judelle and Peggy Brady worked with John to complete a ground plan that re-oriented the theatre seating to allow for greater capacity. Construction costing estimation was carried out by the Oliver company and included estimates for theatrical components including lighting, sound and seating.

The total estimate presented by Oliver is \$1.4 million for capital costs. Acquisition costs are not included in this estimate. Acquisition of property may include possibilities for acquiring additional space.

Elise Judelle and Peggy Brady are consulting with theatre experts to confirm the estimates for lighting, sound and seating and additional theatre space elements.

With the additional property and with 7% added for overages and unforeseen costs the total all in estimate would now be \$2.5 million. Elise Judelle and Peggy Brady would like to estimate the total at \$3.2 to leave room for what may be discovered to be higher costs for the lighting and acoustic projections and to include the collection of funds to begin an endowment.

TIMELINE

In conversation with Bill Oliver, it has been noted that it is a real possibility for the opening night date to be December 2014 if we begin the final design work in late March. Bill's company, Oliver Renovation and Commercial Construction will be the General Contractor. Architect selection will begin soon and a local architecture firm will be selected. Elise Judelle and Peggy Brady will continue to contribute their time as Project Managers.

FINANCES

Mike Sheridan began the project with his offer of one million dollars if someone would take over the project development. Other private individuals and corporations have already indicated they are interested in participating as well. Upon conclusion of the CRA deliberations and acquisition details, further fundraising will get underway.

Professional Theatre in Downtown Tallahassee

Adjacent to the Governor's Club on College Avenue, surrounded by many existing restaurants and six hotels within walking distance, the Downtown Theatre will join the efforts to develop a lively 18 hour district in the downtown heart of the Capital City and provide professional entertainment options for visitors as well as citizens.

Year round, the theatre will be a producing theatre bringing professional actors, musicians and entertainers to the stage for audiences to appreciate in an intimate setting where there is not a bad seat in the house.

Surrounding restaurants will be filled with theatre-goers pre- and post- shows in the evenings. During the day, you might find a "TED talk "going on inside, or an interactive drop in acting class for downtown visitors.

On weekend days the highest quality Children's Theatre performed by professional actors for children will bring in families who might lunch before the show at one of the surrounding restaurants.

Visiting professional talent with the touring shows that come to town and guest artists at the universities just might enjoy the late night scene where they could be featured in cabaret shows and locals can mingle with the frequent national performing artists that visit the Capital City.

Screenings for "Miracle Theatre" like films will also be possible in the theatre.

Unlike any other theatres in Tallahassee, this Downtown Theatre will be a professional producing theatre like the Hippodrome Theatre in Gainesville, and the Kleberg Theatre in Austin, those step-sister cities Tallahassee is so often compared to. (*see information that follows*) There are many, many other examples of successful professional theatres all over the country. In fact there are four in downtown Asheville, NC. Images of the interior of some of similar style theatres follow.

A recent article in the Wall Street Journal supports the advantage of small professional theatres in today's and future markets. (*attached*)

Shot of live productions at Berkeley Rep, similar type and size of theatre

Producing theatre at the professional level will provide a different product that expands rather than competes with other existing platforms. There is nothing like it in Tallahassee. It will not be a *community theatre*, where citizens have a chance to try out their talents on the stage. Tallahassee Little Theatre, now known as Theatre Tallahassee and Theatre A La Carte do an outstanding job of that.

It is not academic theatre, where the stars of tomorrow are studying their craft at FSU, FAMU or TCC and younger actors, dancers and singers are practicing their skills at Young Actors Theatre and the Southside Arts Center to name a few. But those talented students may get to play supporting roles alongside professionals at the Downtown Theatre bringing them the kinds of credits and invaluable experience they need to launch their careers.

The students at all institutes of higher learning who are studying theatre administration and technical theatre will also now have opportunities for real professional internships without having to leave town. FSU Theatre and FAMU Theatre are engaged in the planning for the use of the facility.

Those visitors staying in one of the six nearby hotels will discover live theatre and fine dining just a stroll away.

Parking? It's everywhere. From the adjacent Kleman Plaza garage to metered spaces in the blocks surrounding the theatre, to a plan to create valet parking, all citizens young and older will find it easy to attend.

INSIDE?

It's not a black box. It's called a thrust theatre. Seating is fixed, with comfortable upholstered seating.



Playhouse Theatre, Overture Center, Madison, WS. This thrust style theatre is a part of the Overture Performing Arts Center's venues.



Touchstone Theatre, Spring Green, WS complements their outside amphitheater like space.

EXCERPT FROM:**How Theaters Can Combat the Stay-at-Home Mindset****By Terry Teachout, Wall Street Journal, December 25, 2013**

Writers Theatre, Glencoe, Illinois, is justly celebrated for the thrilling intimacy of its productions. Three years ago I saw David Cromer's staging of "A Streetcar Named Desire" in its 108-seat house. My seat was 8 feet from the bed on which Stanley Kowalski raped Blanche DuBois. (Michael Halberstam, the company's artistic director, jokes that its motto ought to be "Writers Theatre—did you get any on you?") But there are many other first-rank U.S. theater companies, including Chicago's Court and TimeLine Theatres, Florida's Palm Beach Dramaworks, off-Broadway's Classic Stage Company and Irish Repertory Theatre, the Shakespeare Theatre of New Jersey and Wisconsin's American Players Theatre, that give some or all of their performances in spaces of comparable size. Indeed, most not-for-profit companies perform in houses with fewer than 500 seats.

Why, then, don't more companies make the up-close-and-personal side of theater central to their marketing? Writers Theatre does. As it says on its website, the company prides itself on "creating the most intimate theatrical experience possible." But the Shakespeare Theatre of New Jersey is the only one of the other companies mentioned in the preceding paragraph that makes a similar claim on its website. What's more, just five additional companies whose productions I praised in print in 2013, the off-Broadway Flea Theatre, Sarasota's Florida Studio Theatre, Orlando's Mad Cow Theatre, New Hampshire's Peterborough Players and Chicago's Porchlight Music Theatre, use such language to promote their shows—and none of them splashes it across the front page.

The "intimacy" label has worked so well for Writers Theatre that the company recently announced plans to build a \$28 million two-theater complex, one whose modest-sized performing spaces (99 and 250 seats) will allow it, Mr. Halberstam says, "to keep on doing what we're already doing, only better." So why aren't other companies that do the same thing embracing it as a brand? A regional theater that presents top-class local actors, directors and designers in a small house is the high-culture counterpart of the hugely fashionable little "farm-to-table" restaurants that serve "slow food" to "locavores." Is there any reason why live theater can't be given the same "artisanal" spin? Call it snob appeal if you like, but it has the advantage of being true. Yet rather than boast about their smallness, most U.S. theater companies try to sweep it under the rug.

That's a mistake. Unlike film and TV, theater is a luxury object, but one that ordinary middle-class people can still afford. Above all, it isn't a mass medium: Live theater is a small-scale, handmade art form. Intimacy is what makes it special. So let's revel in that specialness—and sell it.

Examples of successful Professional Theatres Downtown

PROPOSAL DRAFT

The Hippodrome has been producing live professional theatre in Gainesville for over 30 years.



Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyfl.gov

County Attorney's Office
Suite 202, 301 S. Monroe Street
Tallahassee, FL 32301
(850) 606-2500 (Telephone)
(850) 606-2501 (Telefax)

Commissioners

BILL PROCTOR
District 1

JANE G. SAULS
District 2

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District 3

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District 4

KRISTIN DOZIER
District 5

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At-Large

NICK MADDOX
At-Large

VINCENT S. LONG
County Administrator

HERBERT W.A. THIELE
County Attorney

September 6, 2013

Kelly Dozier, Senior Vice President and
Chief Community Officer
Mad Dog Construction
1203 Miccosukee Road
Tallahassee, FL 32308

Via Email Only

Re: Request by Cultural Plan Review Committee Regarding TDT Funds

Dear Ms. Dozier:

Our office is in receipt of your correspondence requesting clarification regarding definitions of the terms "museums" and "auditoriums" for purposes of determining who is or isn't eligible for use of TDT funds under a proposed "capital funds grant" process.

Section 125.0104(5)(a)(1), Florida Statutes, states under "Authorized Uses of Revenue" that "all tax revenues received pursuant to this section by a county imposing the tourist development tax shall be used by that county for the following purposes **only**:"

1. To acquire, construct, extend, enlarge, remodel, repair, improve, maintain, operate, or promote one or more publicly owned and operated convention centers, sports stadiums, sports arenas, coliseums, auditoriums, aquariums, or museums that are publicly owned and operated or owned and operated by not-for-profit organizations and open to the public within the boundaries of the county or subcounty special taxing district in which the tax is levied.

Where a statute sets forth the things upon which are permissible or forbidden, it is ordinarily to be construed as excluding from its ambit those things not expressly mentioned. *Thayer v. State*, 355 So.2d 815, 817 (Fla. 1976). Thus, the specific enumeration in Section 125.0104(5)(a), Florida Statutes, of those uses, events or projects for which TDT revenue may be spent implies the exclusion of all other such uses. See, *Dobbs v. Sea Isle Hotel*, 56 So.2d 341, 342 (Fla. 1952), and *Alsop v. Pierce*, 19 So.2d 799, 805-806 (Fla. 1944), for the proposition that a directive by the Legislature as to how a thing shall be done therefore acts as a prohibition against it being done in some other way.

September 6, 2013
Page 2

In short, §125.0104(5)(a)(1) limits the use of TDT funds to publicly owned and operated convention centers, sports stadiums, sports arenas, coliseums, or auditoriums, and likewise specifically permits the expenditure of TDT funds for museums and zoological parks that are owned and operated by not-for-profit organizations and open to the public, as an exception to the general requirement that facilities be publicly owned to be eligible for use of such funds. (*See, AGO 00-25, April 26, 2000*).

The terms “museum” and “auditorium” are not defined under this section; however, the State of Florida Division of Cultural Affairs has the following definitions for museums:

Art Museum:

A department or agency of the state or local government or a public or private not-for-profit organization operating in Florida on a permanent basis for the primary purpose of collecting, exhibiting, and caring for visual artwork as well as sponsoring and producing visual art programs

Historical Museums:

A department or agency of the state or local government or a public or private not-for-profit organization operating in Florida on a permanent basis for the primary purpose of collecting, exhibiting and caring for artifacts and other objects of intrinsic historical value as well as sponsoring and producing programs that are related to the historical resources of Florida.

Science Museum:

A department or agency of the state or local government or a public or private not-for-profit organization operating in Florida on a permanent basis for the primary purpose of sponsoring, producing and exhibiting programs for the observation and study of various types of natural science and science technology. This definition includes, but is not limited to:

- aquariums
- arboretums
- botanical gardens and nature centers
- museums of science
- science-technology centers and planetariums
- zoological parks.

September 6, 2013
Page 3

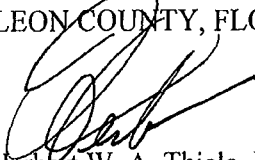
We did not find any specific definition of auditoriums in the statutes or with the State of Florida Division of Cultural Affairs.

Please note also that the Board of County Commissioners will be conducting a workshop on October 29, 2013 regarding tourism issues.

We hope that this responds to your request and, should you have any further questions, please contact the County Attorney's Office.

Sincerely yours,

COUNTY ATTORNEY'S OFFICE
LEON COUNTY, FLORIDA



Herbert W. A. Thiele, Esq.
County Attorney

HWAT:ea

cc: Lee Daniel, Director, Tourist Development
Ken Morris, Director, Economic Development & Business Partnerships

**Leon County
Board of County Commissioners**


Notes for Agenda Item #14

Leon County Board of County Commissioners

Cover Sheet for Agenda #14

April 8, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Consideration of Request to Name Bridge on Natural Bridge Road
"Jim French" Bridge

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/ Project Team:	Shington Lamy, Assistant to the County Administrator

Fiscal Impact:

This item does not have a fiscal impact. This item requests Board consideration of naming a bridge on Natural Bridge Road "Jim French" Bridge. Any sign or marker would be developed and erected through the County's Public Works Department and within Florida Department of Transportation (FDOT) standards. The cost could be absorbed in the Public Works departmental budget.

Staff Recommendation:

Board direction.

Report and Discussion

Background:

On February 23, 2014, Commissioner Jane Sauls received correspondence from Larson Gerrell, requesting that the bridge located on Natural Bridge Road be named “Jim French” Bridge in honor of his grandfather (Attachment #1).

Analysis:

The bridge identified in Mr. Gerrell’s letter is located on Natural Bridge Road adjacent to the Natural Bridge Battlefield Historic State Park (Attachment #2). Additionally, to the east of the bridge is a private dirt road named after Mr. Jim French. The Florida Department of Transportation (FDOT) is expected to replace the 185-foot one-lane bridge with a new two-lane bridge, beginning Spring 2015 and completing Fall 2015. FDOT has indicated that the County has the authority to name the bridge, since the facility will continue to be maintained by the County.

County Policy No. 97-3 “Naming of County-Owned Facilities, Structures, Buildings, Geographical Areas or Other Property and Sponsorship of Park Furnishings and Trees at a County-Owned Park and Recreation Facility,” requires that the proposed naming of County-owned property be submitted to the Board for its approval and official designation (Attachment #3). As required by County policy, Mr. Gerrell has provided background data and fact sheet, citing the reason for his request.

According to Mr. Gerrell, following the Battle of Natural Bridge in 1922, James Whaley “Jim” French donated a portion of his property, adjacent to the existing bridge, to the United Daughters of the Confederacy. This said donation of land immediately precedes the site of the new two-lane bridge. Additionally, Mr. French originally owned the 150-acre estate that is the current site of the Natural Bridge Battlefield Historic State Park.

Mr. French was a fellow Commissioner serving in Wakulla County. He had an impact serving his county, family, and friends and generous enough to donate his land for a memorial site. Based on the information submitted, Mr. Gerrell is requesting that the bridge be named “Jim French” Bridge, once the replacement project is completed.

The County Policy provides the Board the option of naming the bridge “Jim French” Bridge per Mr. Gerrell’s request. However, the Board may find it more appropriate to establish a marker in recognition of Mr. Jim French’s contributions near the bridge. Any sign or marker would be developed and erected through the County’s Public Works Department and within FDOT standards. It is important to note that currently there are no Leon County-maintained bridges named or marked in honor of an individual.

Options:

1. Approve the naming of the bridge on Natural Bridge Road “Jim French” Bridge per the request of Mr. Larson Gerrell.
2. Approve the establishment of a marker near the bridge on Natural Bridge Road in recognition of Mr. Jim French.
3. Do not approve the naming of the bridge on Natural Bridge Road “Jim French” Bridge and do not approve the establishment of a marker near the bridge on Natural Bridge Road in recognition of Mr. Jim French.
4. Board direction.

Recommendation:

Board direction.

Attachments:

1. Mr. Larson Gerrell’s Letter
2. Map of Bridge on Natural Bridge Road
3. County Policy 97-3

February 23, 2014

Mrs. Jane G. Sauls

Board of County Commissioners

Leon County Courthouse

301 South Monroe St., 5th Floor

Tallahassee, FL 32301

Dear Mrs. Sauls:

In direct response to the initial policy No. 97-3 for the "Naming of County Owned Facilities, Structures, Buildings, Geographical Areas or Other Property" addressing the planned demolition of the existing one lane Iron Bridge and construction for the new two lane bridge. On behalf of over a centuries worth of ancestry and history, I, Lawson Gerrell, in representation of my entire family and heritage, propose that the new bridge be named and dedicated to Jim French, my grandfather, for many factual reasons.

-First, James Whaley "Jim" French was a fellow Commissioner serving in Wakulla County and was one of the originals to survey, lay out, and establish Wakulla County as we know it today.

-Second, in 1922, following the Battle of Natural Bridge, Jim French and wife Mollie donated two acres of land to The United Daughters of the Confederacy for the memorial to the brave soldiers that lost their lives defending this land. This said donation of land immediately precedes the site of the new two lane "Jim French" bridge.

-Third, Jim French originally owned the 150 acre estate that is currently being used as a state park and housing of rangers on site. The land was passed down to Gerrells and Rakestraws before being sold to the state for conservation.

-Lastly, Jim French always wanted a son and was never granted one. Instead he was blessed with five girls to whom all got married and changed their last names. As a result of this the French name was no more. This memorial bridge will preserve his name forever and crest his name to what was originally his.

Jim French made an impact serving his county, family, and friends and was generous enough to donate his hard earned land for a memorial site and also allowing a civil war burial site on the existing Gerrell land. In the name of Jim French, my grandfather, I, Lawson Gerrell, on behalf of my family and heritage, propose that the new bridge be named in his honor. I greatly

appreciate your time and concerns on the matter and look forward to speaking with you about moving forward on the matter.

Sincerely,

Lawson Gerrell

Lawson Gerrell

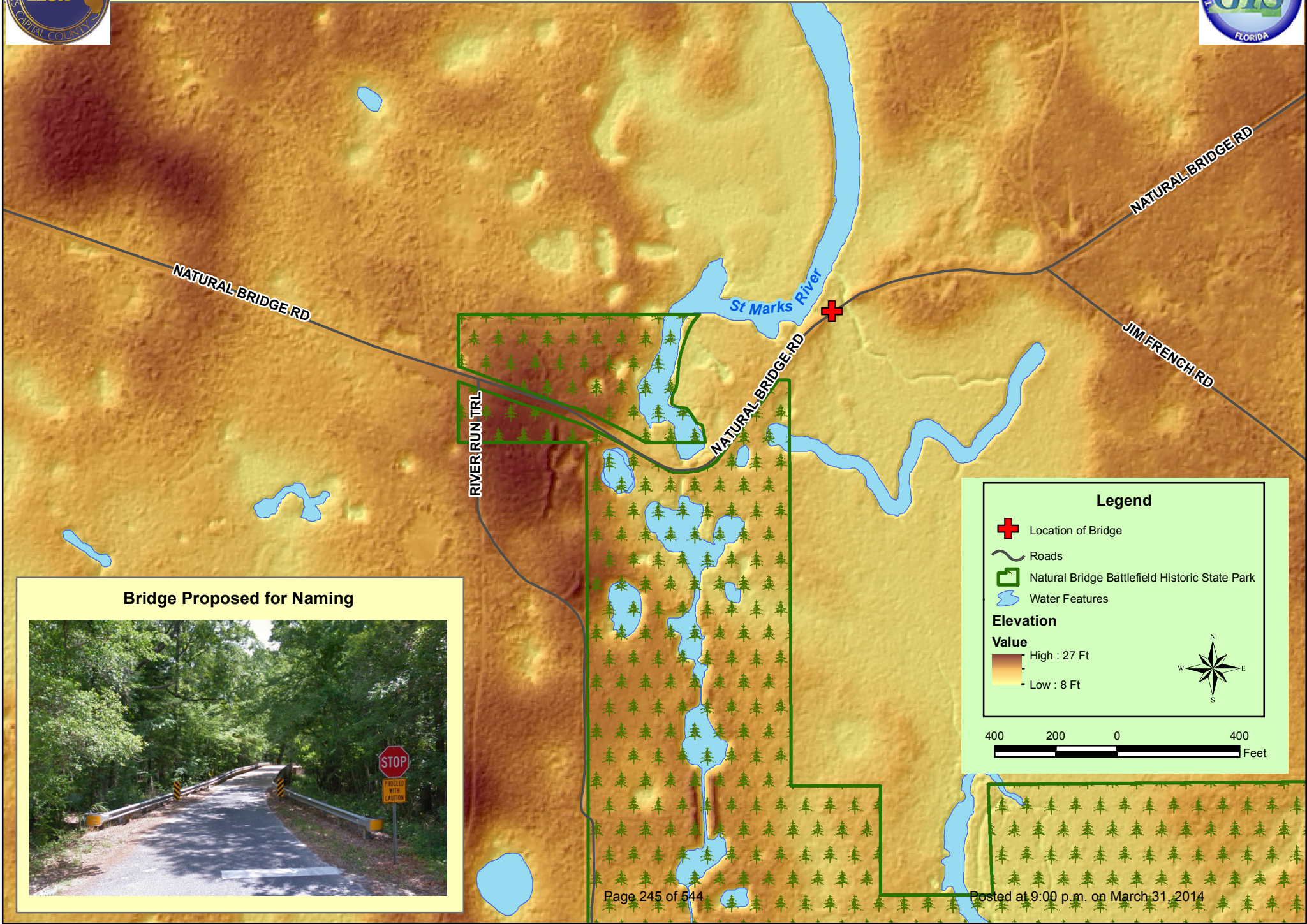
4223 Walter Gerrell Drive

Tallahassee, FL 32305

850-421-8107



Bridge on Natural Bridge Rd



Bridge Proposed for Naming



Legend

- Location of Bridge
- Roads
- Natural Bridge Battlefield Historic State Park
- Water Features

Elevation

Value

- High : 27 Ft
- Low : 8 Ft

Board of County Commissioners Leon County, Florida

Policy No. 97- 3

Title: Naming of County-Owned Facilities, Structures, Buildings, Geographical Areas or Other Property and Sponsorship of Park Furnishings and Trees at a County-owned Park and Recreation Facility

Date Adopted: May 28, 2013

Effective Date: May 29, 2013

Reference: N/A

Policy Superseded: Policy No. 97-3, "Naming of County-Owned Facilities, Structures, Buildings, Geographical Ares or Other Property" adopted April 8, 1997

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that proposed names for County- owned facilities, buildings, structures, geographical areas or other property, with the exception of Park Furnishings and Trees at a County-owned park and recreation facility paid for through private donations as described herein, must be submitted to the Board of County Commissioners for approval and official designation. Such proposed name shall be in writing and shall be accompanied by background data, a resume or fact sheet citing reasons for the nomination.

Areas, sections, facilities, structures, and buildings within County-owned property may be named differently from each other and that of the overall tract. Such areas, sections, structures, facilities, and buildings may be named honoring well-known persons, provided that such persons are not serving in public office at the time of naming.

The placement of displays on any County-owned property, structures, buildings or geographic areas that commemorate or honor elected officials, past or present, shall be solely determined by the Board of County Commissioners.

When the Commission finds that it would be inappropriate to name a County area, structure, or facility in its entirety in honor of an individual, it may place a plaque or other marker at an appropriate location within the area or property whereby the names of individuals may be placed in recognition of their contributions to the County.

When appropriate, County-owned facilities, structures, buildings, properties, or geographical areas may be renamed. The procedure for doing so shall be the same as for originally naming such County-owned property.

**Leon County
Board of County Commissioners**


Notes for Agenda Item #15

Leon County Board of County Commissioners

Cover Sheet for Agenda #15

April 8, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Consideration of the Voluntary Annexation Proposal from Kingsmill, LLC to Annex Property Located on the Southeast Corner of the Intersection of Kimmer Rowe Drive and Thomasville Road

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Tony Park, P.E., Director, Public Works & Community Development David McDevitt, Director, Development Support & Environmental Management
Lead Staff/ Project Team:	Ryan Culpepper, Development Services Director Weldon Richardson, Senior Planner

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Do not object to the proposed voluntary annexation of the Kingsmill Subdivision, located on the southeast corner of the intersection of Kimmer Rowe Drive and Thomasville Road.

Report and Discussion

Background:

According to the Leon County Property Appraiser's database, the subject parcel is owned by Kingsmill, LLC. The subject property is a subdivision, consisting of 39 residential lots. Construction of the infrastructure is complete, and the Board formally accepted the final plat during their regularly scheduled December 10, 2013, meeting. The final plat was recorded in the Leon County Public Records on January 8, 2014 (Plat Book 21, Page 40).

Analysis:

The property is designated Residential Preservation on the Future Land Use Map of the Comprehensive Plan and is located inside the Urban Service Area (USA). The Type "B" site and development plan was approved by the Development Review Committee (DRC) in January 2011. The subject site is located on the southeast corner of the intersection of Kimmer Rowe Drive and Thomasville Road (Attachment #1).

The Comprehensive Plan requires the Board to review and make recommendations on proposed annexations to the City Commission. Specifically, Policy 2.1.4 of the Intergovernmental Coordination Element provides in part that:

The plan for each annexation shall be provided by the City Manager to the County Administrator at the time that it is provided to the City Commission. The Board of County Commissioners shall have the opportunity to review comments and suggest changes regarding the proposed annexation prior to the adoption of the annexation Ordinance by the City Commission.

The City of Tallahassee has indicated, in their proposed Ordinance (No.14-O-04), they are committed to providing municipal services to the referenced property. The applicant's request for annexation, together with the proposed Ordinance implementing the proposed annexation, is included as Attachment #2. The applicant's request for voluntary annexation was introduced to the City Commission on March 12, 2014, and is scheduled to be presented at a City Commission public hearing on April 23, 2014, for purposes of finalizing this annexation.

The County and City Administrations have instituted procedures to implement these annexation provisions. The City submits information and analyses for review by County staff. County staff comments on the proposed voluntary annexation are:

1. County Attorney: The County Attorney has indicated that the proposed annexation appears to comply with Chapter 171 of the Florida Statutes.
2. Public Works: This project's supporting infrastructure has been completed. A performance bond to allow final platting of the subdivision is currently in the process of being converted to a two-year maintenance bond. When the proposed annexation takes place, the maintenance bond would be transferred to the City of Tallahassee by the developer.
3. Development Services: The Division finds that the proposed annexation would not have any impacts to the County's Concurrency Management System. A list of property

Title: Consideration of the Voluntary Annexation Proposal from Kingsmill, LLC to Annex Property Located on the Southeast Corner of the Intersection of Kimmer Rowe Drive and Thomasville Road

April 8, 2014

Page 3

owners within 500 feet of the subject parcel involved in the annexation has been provided as Attachment #3.

4. Environmental Services: The Division does not object to the proposed annexation.
5. Planning, Land Management & Community Enhancement (PLACE): Annexation of this parcel would require simultaneous annexation of a segment of Thomasville Road, approximately 600 – 700 feet in length, in order to satisfy the contiguity requirement of §171.043(1), F.S. The Tallahassee/Leon County Department of PLACE finds that the proposed annexation request is consistent with the Comprehensive Plan, provided certain criteria of the Intergovernmental Element Policy are adequately addressed. These criteria are outlined in a memorandum from the Department of PLACE (Attachment #4).

Options:

1. Do not object to the proposed voluntary annexation of the Kingsmill Subdivision, located on the southeast corner of the intersection of Kimmer Rowe Drive and Thomasville Road.
2. Object to the proposed voluntary annexation of the Kingsmill Subdivision, located on the southeast corner of the intersection of Kimmer Rowe Drive and Thomasville Road, and initiate the mediation process established by the Comprehensive Plan.
3. Board direction.

Recommendation:

Option #1.

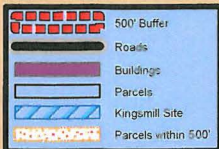
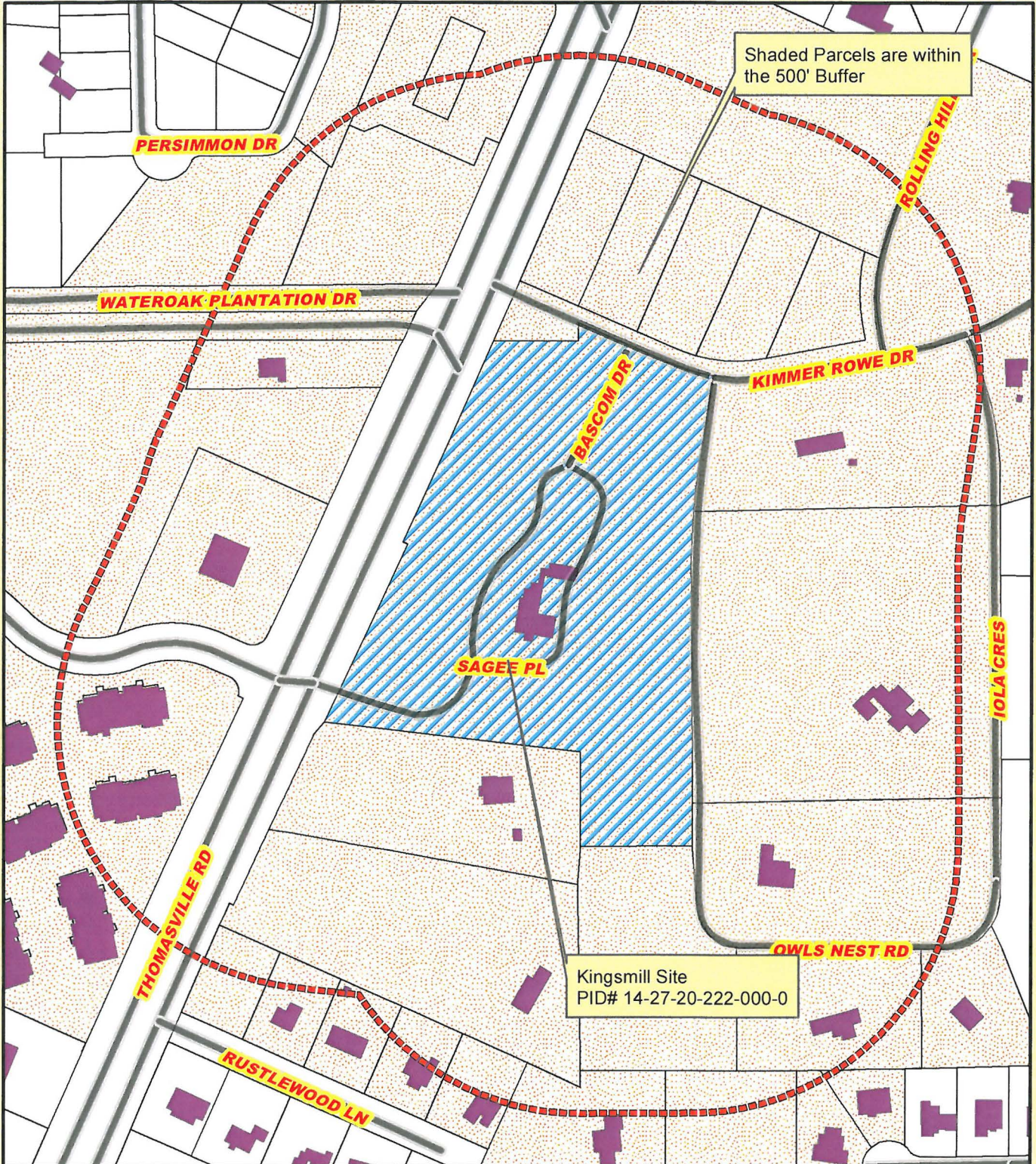
Attachments:

1. Proposed Annexation Location Map
2. Request for Annexation from Kingsmill, LLC
3. List of Property Owners within 500 feet of the Referenced Parcel
4. Memorandum from the Department of PLACE, dated December 2, 2013

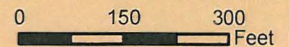
VSL/TP/DM/RC/WR

Proposed Kingsmill Annexation Parcel 14-27-20-222-000-0

Attachment #1
Page 1 of 1



PROPOSED KINGSMILL ANNEXATION
Parcel: 14-27-20-222-000-0
Map Produced By Shawn Urbach 12/24/2013
County Planner I





CITY OF TALLAHASSEE
VOLUNTARY ANNEXATION INFORMATION

The following information must be submitted to the Department of Management and Administration for consideration to be annexed. You can deliver it in person or mail to:

**Department of Management and Administration
City of Tallahassee
City Hall, Fourth Floor
Attn: Turquoise James
300 South Adams Street
Tallahassee, Florida 32301**

- Voluntary Petition (signature(s), date, address)
- Map indicating the area (shaded) to be annexed
- Tax (property) identification number (this can be obtained from the Property Appraiser's Office)
- A recorded document (legal description in metes and bounds) of the property(ies) to be annexed.

For more information on the requirements to be submitted or for assistance please call (850) 891-2129.



CITY OF TALLAHASSEE
PETITION FOR VOLUNTARY ANNEXATION

To: The City Commission of the City of Tallahassee

From: Kingsmill, LLC
Robert Parrish
6267 Old Water Oak Road, Suite 201, Tallahassee, FL 32312


Date: _____

Re: 10.14 Ac Voluntary Annexation

The undersigned owner(s) of the referenced property, _____
Tax ID Number: 14-27-20-222-0000
legally described on the attached Exhibit A, and shown on the sketch attached as Exhibit B, hereby request(s) the annexation of said property by the City of Tallahassee in accordance with Chapter 171, Florida Statutes, which authorizes the petitioning for voluntary annexation. Exhibits A and B are hereby incorporated by reference and made a part hereof.

The undersigned certify that he/she/they is/are the owners of the property described in the attached exhibits, and that all owners of the property have signed this petition. This petition and request **shall be binding** upon the owner(s), all successor owners of the subject property, including the heirs, assigns, and devisees of the undersigned; and shall run with the land to any purchasers of the subject property.

PETITIONER(S)

Signature: 
Print name: Robert Parrish
Address: 6267 Old Water Oak Road, Suite 201
Tallahassee, FL 32312
Telephone: (850) 894 - 3330
Date: _____

Contact Person:
Russell Large, P.E. (Agent)
(850) 298 - 4213
RTL@inoviagroup.com

STATE OF Fl
COUNTY OF Leon

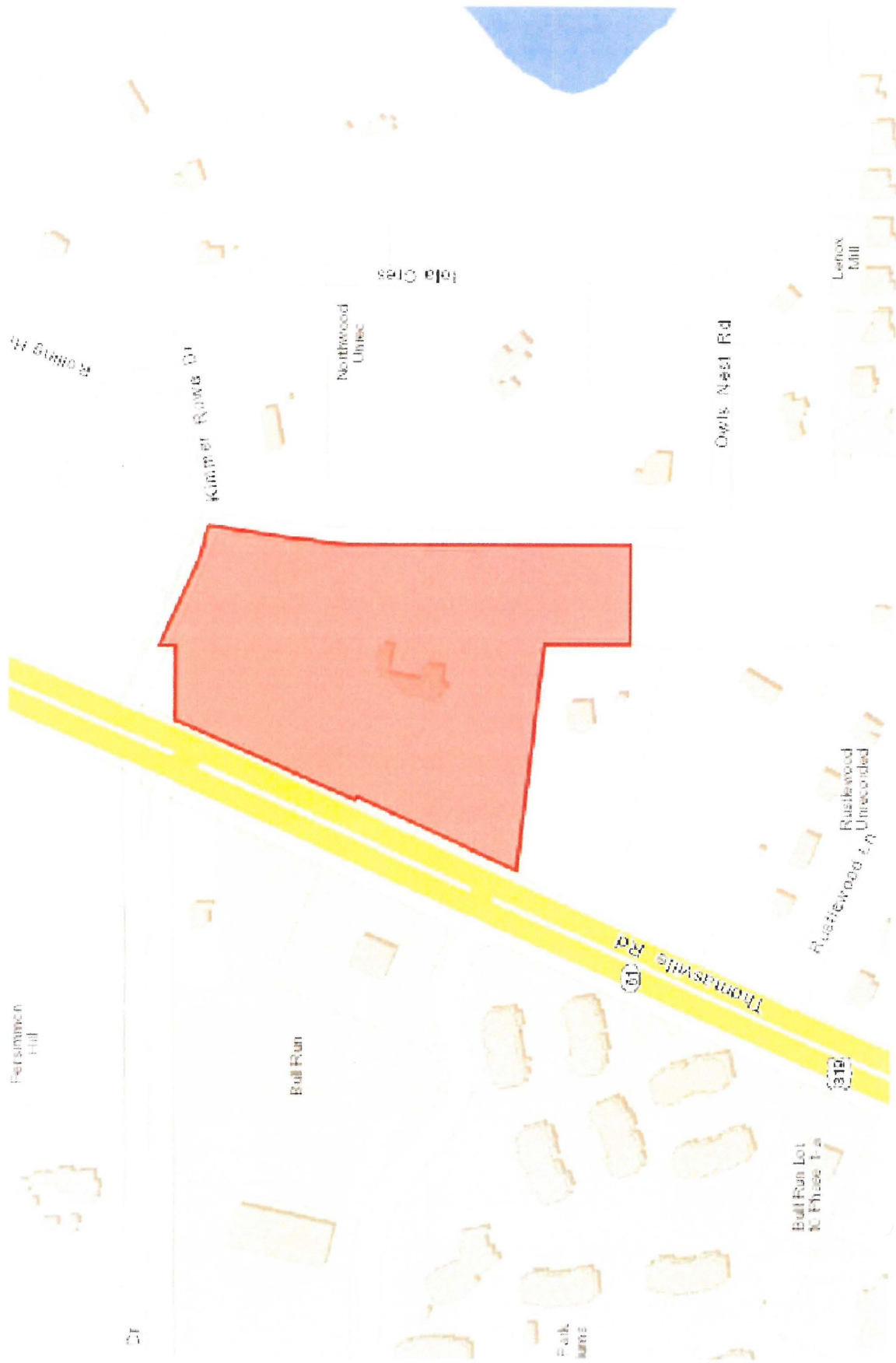
Before me, this 8 day of Oct, 2013,
personally appeared Robert Parrish who executed the
foregoing Petition for Voluntary Annexation, and acknowledged before
me that same was executed for the purposes therein expressed.

Personally known ; or
Produced identification _____.
Type of identification produced: _____



(Notarial Seal)

Nancy Hayes Breslin
(Signature of Notary Public)
Nancy Hayes Breslin
(Typed or Printed Name of Notary Public)



Thurman Roddenberry and Associates, Inc.
Professional Surveyors and Mappers

PO Box 100
125 Sheldon Street
Sopchoppy, Florida 32358
USA

Phone: 850-962-2538
Fax: 850-962-1103

September 3, 2013

Legal Description of a 10.14 Acre Tract
For: Kingsmill, LLC

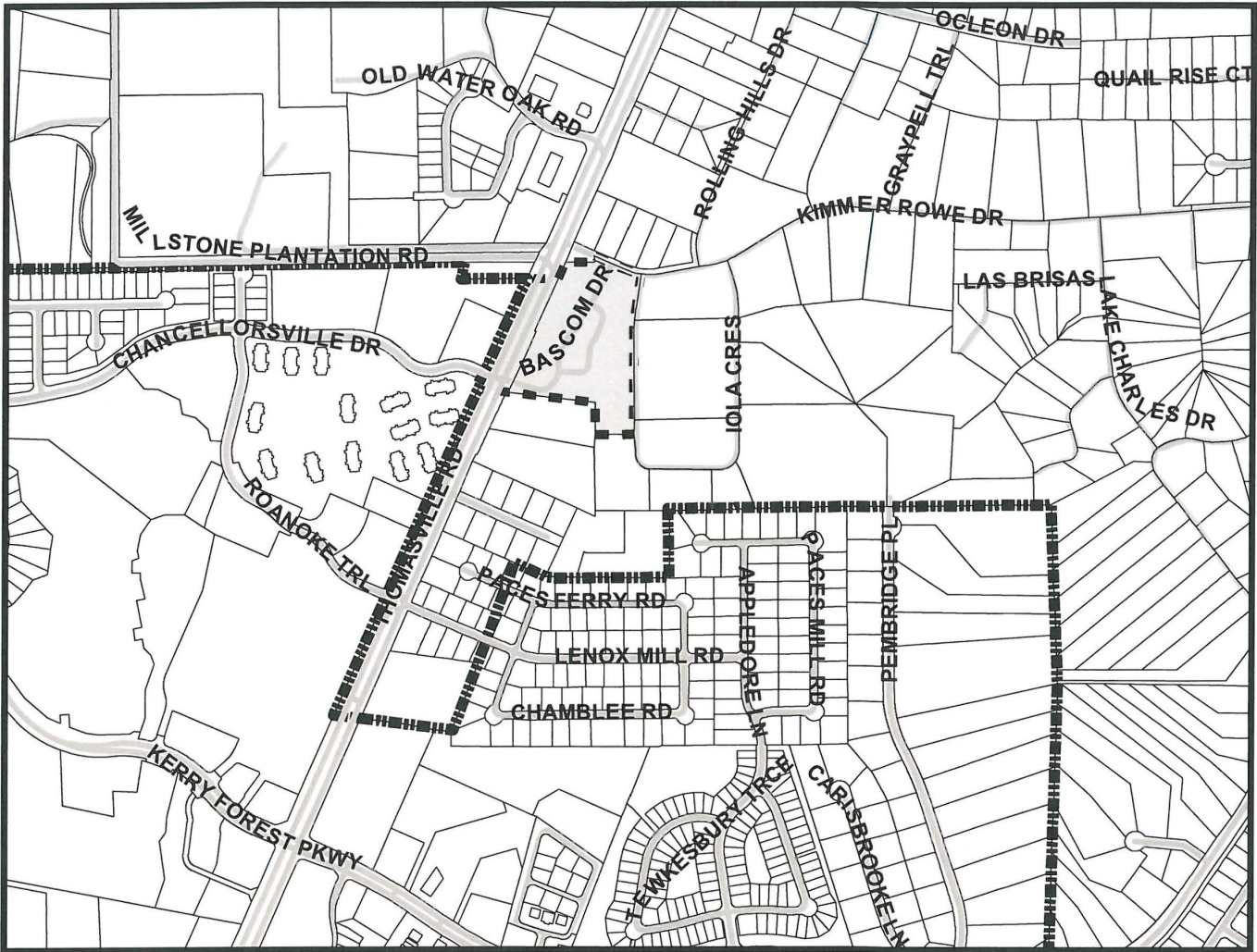
I hereby certify that this is a true and correct representation of the following described property and that this description meets the minimum technical standards for land surveying (Chapter 61G17-6, Florida Administrative Code).

Begin at a terra cotta monument marking the Northeast corner of the West Half of the Northwest quarter of Section 27, Township 2 North, Range 1 East, Leon County, Florida said point lying on the Southerly right-of-way boundary of Kimmer Rowe Drive, thence leaving said right-of-way boundary run North 00 degrees 13 minutes 54 seconds West along the East boundary of the West half of the Southwest quarter of Section 22, Township 2 North, Range 1 East, Leon County, Florida 33.80 feet to a nail and cap (marked #7245) lying on the centerline of said Kimmer Rowe Drive, thence run South 66 degrees 17 minutes 36 seconds East along said centerline 187.49 feet to a nail and cap (marked #7245) marking a point of curve to the left, thence run Southeasterly along said centerline and curve having a radius of 327.09 feet, through a central angle of 15 degrees 00 minutes 14 seconds, for an arc distance of 85.65 feet, chord being South 74 degrees 05 minutes 22 seconds East 85.41 feet to a nail and cap (marked #7245) lying on the intersection of said centerline with the centerline of a 60.00 foot wide roadway easement (Owls Nest Road) as recorded in Official Records Book 374 Page 415 of the Public Records of Leon County, Florida, thence run South 08 degrees 42 minutes 52 seconds West along the centerline of said Owls Nest Drive 177.03 feet to a point of curve to the left, thence run Southwesterly along said centerline and said curve having a radius of 1270.62 feet, through a central angle of 08 degrees 59 minutes 50 seconds, for an arc distance of 199.52 feet, chord being South 04 degrees 10 minutes 52 seconds West 199.32 feet, thence run South 00 degrees 17 minutes 17 seconds East along said centerline 507.05 feet to a concrete monument (marked #7245), thence leaving said centerline run South 89 degrees 40 minutes 55 seconds West 209.93 feet to a concrete monument, thence run North 00 degrees 27 minutes 51 seconds West 176.77 feet to an iron pipe, thence run North 83 degrees 23 minutes 18 seconds West 480.86 feet to an iron rod and cap (marked DOT), lying on the Easterly right-of-way boundary of Thomasville Road, said point also lying on a curve concave to the Southeasterly, thence run Northeasterly along said right-of-way boundary and said curve having a radius of 22998.31 feet, through a central angle of 00 degrees 54 minutes 52 seconds, for an arc distance of 367.09 feet, chord being North 25 degrees 05 minutes 07 seconds East 367.08 feet, to an iron rod and cap (marked DOT), thence run North 64 degrees 32 minutes 25 seconds West 9.98 feet to an iron rod and cap (marked DOT), lying on a curve concave to the Northwesterly, thence run Northeasterly along said right-of-way boundary and said curve having a radius of 22988.31 feet, through a central angle of 01 degrees 01 minutes 48 seconds, for an arc distance of 413.21 feet, chord being North 24 degrees 07 minutes 08 seconds East 413.21 feet to an iron rod and cap (marked DOT), thence leaving said right-of-way boundary run North 89 degrees 43 minutes 14 seconds East 128.84 feet to the POINT OF BEGINNING containing 10.14 acres more or less.

The undersigned surveyor has not been provided a current title opinion or abstract of matters affecting title or boundary to the subject property. It is possible there are deeds of records, unrecorded deeds, easements or other instruments which could affect the boundaries.

James T. Roddenberry
Surveyor and Mapper
Florida Certificate No: 4261

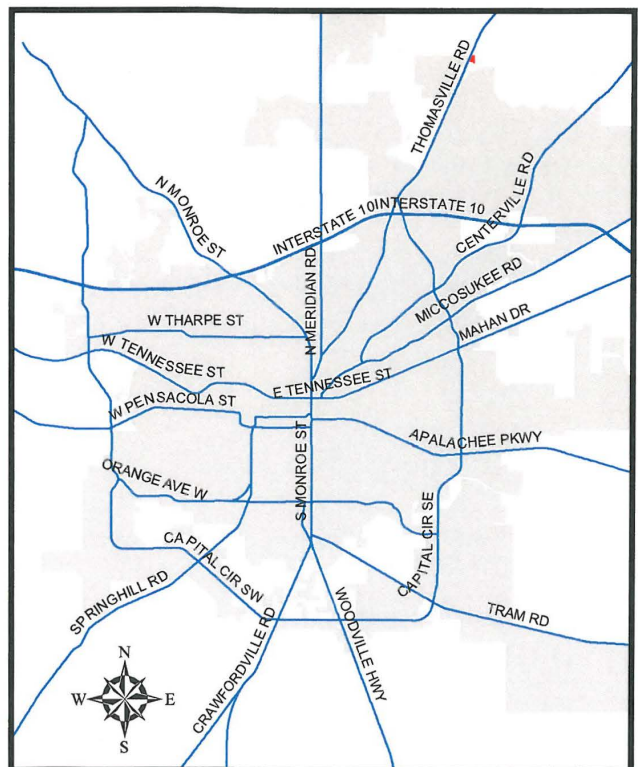
13-195ac10.14



Ordinance No. 14-O-04
Kingsmill Subdivision
PROPOSED ANNEXATION

LEGEND

- CURRENT CITY LIMITS
- PROPOSED CITY LIMITS



	A	B	C	D
48	1427220003360	NOLLE NORMAN L	31900 DIVISION ST	DELAND FL 32720
49	1427220002180	FIERRO ROBERT D	2855 ASHBURY HILL	TALLAHASSEE FL 32312
50	142722 0004	T & S BARRINGTON LLC	550 DIXIE HWY STE 300	CORAL CABLES FL 33146
51	1427220003180	TEMPLEWOOD INVESTMENTS LLC	550 S DIXIE HWY STE 300	MIAMI FL 33146
52	1427220002120	ABERNATHY CRYSTAL L	2801 CHANCELLORSVILLE DR UNIT 212	TALLAHASSEE FL 32312
53	1427202020000	LARSON THOMAS M	3470 RUSTLEWOOD LN	TALLAHASSEE FL 32312
54	1427202030000	LARSON THOMAS M	3470 RUSTLEWOOD LN	TALLAHASSEE FL 32312
55	1421202010001	CONRAD JACK HYATT	6500 OLD MILLSTONE PLANTATION RD	TALLAHASSEE FL 32312
56	1427220002320	TEMPLETON TIMOTHY JOHN	5404 CROFTON CT	TALLAHASSEE FL 32317
57	1427220003330	GOODSON RACING LLC	4961 N HUBER CT	CONNERSVILLE IN 47331
58	1427220003140	GREEN PATRICIA MAE	2801 CHANCELLORVILLE DR 314	TALLAHASSEE FL 32312
59	142261 0002	PERSIMMON HILL HOMEOWNERS ASSOC	PO BOX 15889	TALLAHASSEE FL 32317
60	1427220002250	LEWIS AMANDA J	2801 CHANCELLORSVILLE DR UNIT 225	TALLAHASSEE FL 32312
61	1427220002240	T & S BARRINGTON LLC	550 DIXIE HWY STE 300	CORAL CABLES FL 33146
62	1427220003170	TEMPLEWOOD INVESTMENTS LLC	550 S DIXIE HWY STE 300	MIAMI FL 33146
63	1422080000493	WRIGHT DOUGLAS E	2993 CANDLESTICK DR	TALLAHASSEE FL 32309
64	1427220003110	T & S BARRINGTON LLC	550 DIXIE HWY STE 300	CORAL CABLES FL 33146
65	1427220002260	TEMPLEWOOD INVESTMENTS LLC	550 S DIXIE HWY STE 300	MIAMI FL 33146
66	1427220003260	BARRINGTON PARK OF TALLAHASSEE LLC	PO BOX 13633	TALLAHASSEE FL 32317-3633
67	1427220003240	BIXBY JOSEPH	3908 WOOD GREEN WAY	TALLAHASSEE FL 32309
68	1427220003160	T & S BARRINGTON LLC	550 DIXIE HWY STE 300	CORAL CABLES FL 33146
69	142722 0006	TEMPLEWOOD INVESTMENTS LLC	550 S DIXIE HWY STE 300	MIAMI FL 33146
70	1427220003250	JJ UNIVERSE LLC	946 MOONSEED CT	TALLAHASSEE FL 32312
71	1427220002230	KAMENICKY RANDY B	6600 WILD FERN LN	TALLAHASSEE FL 32309
72	1427220002160	T & S BARRINGTON LLC	550 DIXIE HWY STE 300	CORAL CABLES FL 33146
73	142261 B0010	PERSIMMON 200B LLC	PO BOX 15889	TALLAHASSEE FL 32317-5889
74	1422270010010	PERSIMMON 200A LLC	PO BOX 15889	TALLAHASSEE FL 32317
75	1422080000970	JACKSON CYNITHIA B	6009 ROLLING HILLS DR	TALLAHASSEE FL 32308
76	1427202220000	KINGSMILL LLC	PO BOX 15889	TALLAHASSEE FL 32317
77	1422080000300	THOMAS GUY R	5845 OWLS NEST RD	TALLAHASSEE FL 32309
78	1422080000310	BOWMAN WILLIAM JEFFREY	5857 OWLS NEST RD	TALLAHASSEE FL 32309
79	1422080000460	OSTRANDER ANITA V	3501 KIMMER ROWE DR	TALLAHASSEE FL 32309
80	1422080000320	BOWMAN ANN M	5857 OWL'S NEST RD	TALLAHASSEE FL 32309
81	142828 0001	BULL RUN UNIT I HOMEOWNERS	1415 PIEDMONT DR E STE 3	TALLAHASSEE FL 32308
82	142722 0001	BARRINGTON PARK OF TALLAHASSEE LLC	PO BOX 13633	TALLAHASSEE FL 32317-3633

	A	B	C	D
1	TAXID	OWNER1	ADDR1	ADDR2
2	1427160000060	JORDAN JOHN RICHARD	3398 RUSTLEWOOD LN	TALLAHASSEE FL 32312
3	142828 A0010	2810 CHANCELLORSVILLE LLC	3109 GRAND AVE	MIAMI FL 33133
4	1427202100000	PERSIMMON SQUARE LLC	2030 THOMASVILLE RD STE 2	TALLAHASSEE FL 32308
5	1422080000500	SMITH LAURA A	5701 THOMASVILLE RD	TALLAHASSEE FL 32312
6	1427160000020	NGUYEN THAO THU	5 BRIDLE GATE CT	CRAWFORDVILLE FL 32327
7	142227 0001	PERSIMMON 200 LLC	1701 HERMITAGE BLVD STE 202	TALLAHASSEE FL 32308
8	1427160000040	ALLEN LIBBY L	3855 N MONROE ST	TALLAHASSEE FL 32303
9	1427220003210	THOMAS-CRAFT JACQUELYN	106 BANKS WAY CT	TYRONE GA 30290
10	1422080000280	WILLIAMS CRISTOPHER A	5742 OWLS NEST RD	TALLAHASSEE FL 32309
11	1427220002370	POOLE RYAN M	2801 CHANCELLORSVILLE DR UNIT 237	TALLAHASSEE FL 32312
12	142730 A0350	TAYLOR WILLIAM H	3510 BANKHEAD RD	TALLAHASSEE FL 32309
13	142730 A0360	JOHNSON MELFORD M	3514 BANKHEAD CT	TALLAHASSEE FL 32309
14	1427220003340	PARKER DAMIAN G	1918 WILLOW RUN DR	TALLAHASSEE FL 32312
15	1427220002310	LIANG SHUCHUN	78 MEADOWLARK DR	CRAWFORDVILLE FL 32327
16	1427220002140	BARATTINI MATTHEW JAMES	2801 CHANCELLORSVILLE DR UNIT 214	TALLAHASSEE FL 32312
17	1422080000570	APOSTOLIC CHURCH OF TLH INC	228 GAILE AVE	TALLAHASSEE FL 32305
18	1427202180000	REED FERNE P	5723 THOMASVILLE RD	TALLAHASSEE FL 32312
19	1421200110000	JOHNSON FAMILY PARTNERSHIP	2984 WATER OAK PLANTATION DR	TALLAHASSEE FL 32312
20	1427220002210	JJ UNIVERSE LLC	946 MOONSEED CT	TALLAHASSEE FL 32312
21	1427160000080	HALL PATRICIA A	3422 RUSTLEWOOD LN	TALLAHASSEE FL 32312
22	1427220002220	T & S BARRINGTON LLC	550 DIXIE HWY STE 300	CORAL CABLES FL 33146
23	1427220002110	T & S BARRINGTON LLC	550 DIXIE HWY STE 300	CORAL CABLES FL 33146
24	1427220002280	AM REEM S	6309 COACH HOUSE CT	TALLAHASSEE FL 32312
25	1422080000491	DIXIE PETROLEUM CO	1320 THOMAS WOOD DR	TALLAHASSEE FL 32308
26	1422080000492	JONES BRUCE	3018 KIMMER ROWE DR	TALLAHASSEE FL 32309
27	1427220002350	SU SHINMING GEORGE	7750 CRICKLEWOOD DR	TALLAHASSEE FL 32312
28	1427220003350	REINFELD ANDREA R	2801 CHANCELLORSVILLE DR 335	TALLAHASSEE FL 32312
29	1427220002170	T & S BARRINGTON LLC	550 DIXIE HWY STE 300	CORAL CABLES FL 33146
30	1427220002360	LATSON LORETTA L	PO BOX 5692	TALLAHASSEE FL 32314-3633
31	1427220002270	BERBENICK EUGENE	5427 PACES MILL RD	TALLAHASSEE FL 32309
32	1427220002380	TEMPLETON TROY DAVID TRUSTEE	6250 SW 130TH TER	MIAMI FL 33156
33	142261 0001	PERSIMMON HILL HOMEOWNERS ASSOC	PO BOX 15889	TALLAHASSEE FL 32317
34	1427220003120	JERNIGAN LILLIAN D	2801 CHANCELLORSVILLE DR APT 312	TALLAHASSEE FL 32312
35	142722 0005	T & S BARRINGTON LLC	550 DIXIE HWY STE 300	CORAL CABLES FL 33146
36	1427220003220	THOMPSON EMERSON R JR	PO BOX 2816	WINDERMERE FL 34786-2816
37	1427220002340	VANCE AUTUMN L	2801 CHANCELLORSVILLE DR UNIT 234	TALLAHASSEE FL 32312
38	1427220003230	SCHIM MARILYN F	2801 CHANCELLORSVILLE DR APT 1317	TALLAHASSEE FL 32312-4824
39	1422080000494	DIXIE PETROLEUM CO	1320 THOMAS WOOD DR	TALLAHASSEE FL 32308
40	1422080000495	DIXIE PETROLEUM CO	1320 THOMAS WOOD DR	TALLAHASSEE FL 32308
41	1427220003280	CARLSON BUD & PEGGY LIVING TRUST	3733 TOM JOHN LN	TALLAHASSEE FL 32309
42	1422080000490	DIXIE PETROLEUM CO	1320 THOMAS WOOD DR	TALLAHASSEE FL 32308
43	1422080001060	TER-MEULEN LEITH	39 W 32ND ST	NEW YORK NY 10001
44	1427160000100	WHITE JAMES S	3235 PABLO CREEK WAY	TALLAHASSEE FL 32312
45	1427202200000	SMITH LAURA ANN	5701 THOMASVILLE RD	TALLAHASSEE FL 32312
46	1427220003270	TEMPLEWOOD INVESTMENTS LLC	550 S DIXIE HWY STE 300	MIAMI FL 33146
47	1427220002330	COLVIN ELIZABETH J	2500 SHAOLLOWFORD RD NE APT 5110	ATLANTA GA 30345



MEMORANDUM



"People Focused. Performance Driven"

To: Turquoise James, Department of Management and Administration, Office of Budget and Policy
Through: Cherie Bryant, Interim Planning Manager, Tallahassee-Leon County Planning Department
From: Dan Lucas, Senior Planner–Research, Tallahassee-Leon County Planning Department
Date: December 2, 2013
Subject: Consistency Review: Proposed Voluntary Annexation of Kingsmill Subdivision, approximately 10.14+/- acres, located at the southeast corner of the intersection of Kimmer Rowe Drive and Thomasville Road.

Staff has reviewed the proposed annexation of the Kingsmill Subdivision located at the southeast corner of the intersection of Kimmer Rowe Drive and Thomasville Road. There is one parcel (tax identification number 14-27-20-222-0000) which is zoned Residential Preservation totaling 10.14 acres.

Staff finds the proposal consistent with the Comprehensive Plan, subject to the following provisions of Intergovernmental Element Policy 2.1.4 being adequately met:

- The annexation shall be implemented in accordance with the requirements of Chapter 171, Florida Statutes as set forth in Policy 2.1.4[I].
- The plan for each annexation, shall be provided by the City Manager to the County Administrator, the County's Growth Management Director and the County Attorney at the time that it is provided to the City Commission, but no less than six (6) days before the first reading of the ordinance. All procedures for review and comment on the annexation as set forth in Policy 2.1.4[I] shall be followed.
- The City shall provide information as to how it will provide full urban services to the area to be annexed pursuant to Policy 2.1.1[I].
- A description of how land use compatibility will be ensured, pursuant to Policy 2.1.4(a)[I].
- A description of how facilities will be provided and by which entity, pursuant to Policy 2.1.4(b)[I].
- A description of how the level of service standards will be maintained consistent with the Comprehensive Plan, pursuant to Policy 2.1.4 (c)[I].
- The amount of any agreed upon water and/or sewer rebate that will be due to the petitioner, pursuant to Policy 2.1.4(d)[I].

Consistency Review: Proposed Voluntary Annexation Proposed Voluntary Annexation of Kingsmill
Subdivision
Page 2 of 2

The following is given as additional information related to this site:

- The future land use map designation on the property is Residential Preservation which allows a density up to 6 dwelling units per acre. The proposed annexation lies within the Bradfordville Study Area.
- The current zoning on the property is County Residential Preservation which is intended for low-density residential uses and allows a density of up to 6 residential dwelling units per acre in the urban services area as well as community services, recreation, and light infrastructure.
- The City's Residential Preservation 1 zoning district is comparable to the County's, both districts allow 6 dwelling units per acre with the County requiring that central services be available to achieve the maximum. The City Residential Preservation 1 zoning district is intended for single-family residential (including protecting existing low-density residential development), community services, and passive and active recreation. In designating the property as Residential Preservation 1, the property would continue to be low-density residential as in the County and would be consistent with surrounding current densities.
- The records of the Leon County Property Appraiser indicate the acreage proposed for annexation has one dwelling unit built in 1956.
- The adjoining parcels to the north, east, and south are zoned County Residential Preservation. The parcels to the west across Thomasville Road are zoned County C-2 and City Planned Unit Development (Bull Run PUD). The annexation would continue to reflect the Residential Preservation land use on the site and in surrounding areas.
- Annexation of this parcel would require simultaneous annexation of a segment of Thomasville Road approximately 600-700 feet in length in order to satisfy contiguity requirement of §171.043(1), F.S.

cc: Ryan Culpepper, Leon County Growth & Environmental Management Department

**Leon County
Board of County Commissioners**


Notes for Agenda Item #16

Leon County Board of County Commissioners

Cover Sheet for Agenda #16

April 8, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of Agreement Awarding Bid to Advon Corporation for the Leon County Jail Renovations in the Amount of \$1,319,940

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Tony Park, P.E., Director, Public Works and Community Development Tom Brantley, P.E., Director, Department of Facilities Management
Lead Staff/ Project Team:	Jeff Williams, Facilities Maintenance Superintendent

Fiscal Impact:

This item has been budgeted in the FY 13/14 Capital Improvement Program Budget.

Staff Recommendation:

Option #1: Approve the Agreement awarding Bid to Advon Corporation in the amount of \$1,319,940 for the Leon County Jail renovations (Attachment #1), and authorize the County Administrator to execute.

Report and Discussion

Background:

The Leon County Jail was constructed from 1991-1993. Through years of use, the jail has begun to show signs of needed improvements in several key areas of operation as reported by Leon County Sheriff's Office (LCSO) staff. In 2002-2003, Facilities Management completed a waterproofing project on the exterior walls of the building with a 10-year warranted product. Additionally, it performed recoating of the metal caps at Jail parapets and painting of exterior metals. From 2003-2005, Facilities performed several energy savings improvements at the Jail and Sheriff's Administration facility through the Energy Savings Contractor (ESCO), consisting of new lighting, motors, controls, and water saving devices. In 2013-2014, Facilities Management completed new exterior finishes that included the resealing of exterior walls at the Jail with a 20-year warranted sealer product. Staff has replenished outside walls and columns with fresh synthetics (stucco) and paint finishes alleviating other potential issues. A new roof for the Jail is in design.

Leon County has recently requested Lewis/Whitlock Architects, a continuing supply architect of the County, design other renovations at the Leon County Jail. This work consists of renovating several interior areas, which includes subdividing six common holding cells in the E-1 wing to create 12 high security cells, removing and replacing 287 shower pans with new metal pans and tile, removal of interior corridor frames and replacing them with new concrete block infill, replacing deteriorated window frames and glass at the jail administration conference room, and adding a new concrete block wall to subdivide an exterior courtyard.

Analysis:

On January 16, 2014, the Purchasing Division advertised the bid locally and 650 vendors were notified through the automated bid procurement system. A total of 46 vendors requested bid packages. Twenty five people attended the pre-bid conference conducted by Leon County on February 5, 2014. The bids were opened on February 27, 2014 and there were a total of five bids received (Attachment #2). Advon Corporation submitted the lowest responsive bid in the amount of \$1,319,940. A bid Alternate #1 was included, but its cost was higher than anticipated and therefore will not be accepted due to budget limitations.

The Minority, Women, and Small Business Enterprise Division has reviewed the MWBE participation plans for all bids received to determine if the aggregate 17% MBE target and 9% WBE aspirational targets were achieved by the bidders (Attachment #3). Subsequent to the bid submission, Advon Corporation has committed to 1) exceed the 17% MBE target (Advon has identified 17.21% MBE participation) and 2) to at least 5.75% WBE participation. The total participation currently identified by Advon Corporation is 22.96%. At the time of printing, Advon Corporation continues its efforts to increase WBE participation within the project. Should Advon Corporation be awarded this bid, staff recommends they continue their Good Faith Efforts to achieve full WBE participation.

Staff requests a 10% contingency to be reserved for possible change orders that may be involved in the work. In addition to the reservation of contingency, accompaniment by a security detail is required for all work performed at the Jail, and these expenses have been negotiated at a 50-50 cost split with LCSO. All funds are currently budgeted in the Jail CIP.

Options:

1. Approve the Agreement awarding bid to Advon Corporation in the amount of \$1,319,940 for renovations of the Leon County Jail (Attachment #1), and authorize the County Administrator to execute it.
2. Do not approve the Agreement awarding bid to Advon Corporation in the amount of \$1,319,940 for the renovations of the Leon County Jail.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Agreement
2. Bid Tabulation Sheet
3. MWBE Statement

DRAFT AGREEMENT

THIS AGREEMENT, by and between LEON COUNTY, a charter county and a political subdivision of the State of Florida, hereinafter referred to as the "County" and ADVON CORPORATION, hereinafter referred to as the "Contractor."

WHEREAS, the County has determined that it would be in the best interest of the citizens of Leon County, Florida, that the County be able to utilize the services of private persons when such services cannot be reasonably provided by the County; and

WHEREAS, the County has determined that it would be better to contract for these services than to hire the necessary personnel to satisfy the needs of the County; and

WHEREAS, in order to secure the lowest cost for these services, the County has sought and received competitive bids from contractor for such services.

NOW, THEREFORE, the parties hereto agree as follows:

1. SERVICES TO BE PROVIDED

The Contractor hereby agrees to provide to the County the following services related to Jail Renovations in accordance with: 1) Leon County Jail Renovations, Bid# BC-02-27-14-11 which is attached hereto and incorporated herein as Exhibit A, to the extent that it is not inconsistent with this Agreement; and 2) the Contractor's bid submission, which is attached hereto and incorporated herein as Exhibit B, to the extent that it is not inconsistent with this Agreement or with Exhibit A.

2. WORK

Any work to be performed shall be upon the written request of the County Administrator or his representative, which request shall set forth the commencing date of such work and the time within which such work shall be completed.

The performance of Leon County of any of its obligations under this Agreement shall be subject to and contingent upon the availability of funds lawfully expendable for the purposes of this Agreement for the current and any future periods provided for within the bid specifications.

3. TIME AND LIQUIDATED DAMAGES

The work to be performed under this contract shall be commenced within fifteen (15) days of the Notice to Proceed. All work to be performed under this Contract shall be completed within one hundred eighty (180) consecutive calendar days of the Notice to Proceed. If the work to be performed under this Contract is not completed within the time set forth above, or within such extra time as may be granted by the County, the Contractor shall be deemed to be in default. For each day the Contractor is in default, the Contractor or its Surety shall pay to the County, not as a penalty, but as liquidated damages, the sum of \$ 250.00.

Permitting the Contractor to continue and finish the work or any part of it after the expiration of the contract time allowed, including extensions, if any, shall in no way act as a waiver on the part of County of the liquidated damages due under the contract.

4. CONTRACT SUM

The Contractor agrees that for the performance of the Services as outlined in Section 1 above, it shall be remunerated by the County according to the unit prices contained in the Contractor's bid proposal, Exhibit B, which is attached hereto.

5. PAYMENTS TO THE GENERAL CONTRACTOR

Payments to the Contractor shall be made according to the requirements of the Local Government Prompt Pay Act, sections 218.70 – 218.79, Florida Statutes.

6. PROMPT PAYMENT INFORMATION REQUIREMENTS

A. The County Project Manager is:

Jeff Williams
1907 S. Monroe St.
Tallahassee, FL 32301
850-606-5000
williamsj@leoncountyfl.gov

B. The Contractor's Project Manager is:

Name:
Street Address:
City, State, Zip Code:
Telephone:
E-mail:

C. Notices to the Contractor are to be submitted to:

Name:
Street Address:
City, State, Zip Code:
Telephone:
E-mail:

D. Payment requests are to be submitted to:

Jeff Williams
1907 S. Monroe St.
Tallahassee, FL 32301
850-606-5000
williamsj@leoncountyfl.gov

E. Proper form for a payment request for this contract is:

The Application and Certificate for Payment, AIA Document G702 (1992 Edition).

F. Payment Dispute Resolution: Section 14.1 of the Leon County Purchasing and Minority, Women and Small Business Enterprise Policy details the policy and procedures for payment disputes under the contract.

7. STATUS

The contractor at all times relevant to this Agreement shall be an independent contractor and in no event shall the Contractor nor any employees or sub-contractors under it be considered to be employees of Leon County.

8. INSURANCE

Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors. The cost of such insurance shall be included in the Contractor's bid.

A. Minimum Limits of Insurance. Contractor shall maintain limits no less than:

1. General Liability: \$1,000,000 Combined Single Limit for bodily injury and property damage per occurrence with a \$2,000,000 annual aggregate. Completed operations coverage will be provided for a period of three (3) years beyond termination and/or completion of the project. Coverage must include bodily injury and property damage, including Premise/Operations: a per location aggregate, Broad Form Contractual liability; Broad Form Property Damage; Fire Legal liability; Independent Contractors coverage; Cross Liability & Severability of Interest Clauses; and Personal Injury, and coverage for explosion, collapse, and underground (X,C,U).
2. Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage. (Non-owned, Hired Car).
3. Workers' Compensation and Employers Liability: Insurance covering all employees meeting Statutory Limits in compliance with the applicable state and federal laws and Employer's Liability with a limit of \$500,000 per accident, \$500,000 disease policy limit, \$500,000 disease each employee. Waiver of Subrogation in lieu of Additional Insured is required.

B. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the County. At the option of the County, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the County, its officers, officials, employees and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

C. Other Insurance Provisions The policies are to contain, or be endorsed to contain, the following provisions:

1. General Liability and Automobile Liability Coverage (County is to be named as Additional Insured).
 - a. The County, its officers, officials, employees and volunteers are to be covered as insured's as respects; liability arising out of activities performed by or on behalf of the Contractor, including the insured's general supervision of the Contractor; products and completed operations of the Contractor; premises owned, occupied or used by the Contractor; or automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protections afforded the County, its officers, officials, employees or volunteers.
 - b. The Contractor's insurance coverage shall be primary insurance as respects the County, its officers, officials, employees and volunteers. Any insurance of self-insurance maintained by the County, its officers, officials, employees or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.
 - c. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the county, its officers, officials, employees or volunteers.
 - d. The Contractor's insurance shall apply separately to each insured against whom claims is made or suit is brought, except with respect to the limits of the insurer's liability.

2. All coverage's
Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the County.

D. Acceptability of Insurers. Insurance is to be placed with insurers with a Best's rating of no less than A:VII.

E. Verification of Coverage. Contractor shall furnish the County with certificates of insurance and with original endorsements effecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. All certificates and endorsements are to be received and approved by the County before work commences. The County reserves the right to require complete, certified copies of all required insurance policies at any time.

F. Subcontractors. Contractors shall include all subcontractors as insured's under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverage's for subcontractors shall be subject to all of the requirements stated herein.

9. PERMITS

The Contractor shall pay for all necessary permits as required by law.

10. LICENSES

The Contractor shall be responsible for obtaining and maintaining his city or county occupational license and any licenses required pursuant to the laws of Leon County, the City of Tallahassee, or the State of Florida. Should the Contractor, by reason of revocation, failure to renew, or any other reason, fail to maintain his license to operate, the contractor shall be in default as of the date such license is lost.

11. ASSIGNMENTS

This Agreement shall not be assigned or sublet as a whole or in part without the written consent of the County nor shall the contractor assign any monies due or to become due to him hereunder without the previous written consent of the County.

12. PAYMENT AND PERFORMANCE BOND

A Payment and Performance Bond in the amount of 100% of the estimated project cost shall be supplied by the Contractor at the time of Agreement execution. Also, a Payment and Material Bond for the Agreement amount shall be supplied by the Contractor at the same time.

Payment and Performance and Material Bonds shall provide that, in the event of non-performance on the part of the Contractor the bond can be presented for honor and acceptance at an authorized representative or institution located in Tallahassee, Florida. The Payment and Performance Bond shall be in the following form:

PUBLIC CONSTRUCTION BOND
Bond No.(enter bond number)

BY THIS BOND, We _____, as Principal and _____, a corporation, as Surety, are bound to _____, herein called Owner, in the sum of \$ _____, for payment of which we bind ourselves, our heirs, personal representatives, successors, and assigns, jointly and severally.

THE CONDITION OF THIS BOND is that if Principal:

1. Performs the contract dated _____, between Principal and Owner for construction of _____, the contract being made a party of this bond by reference, at the time and in the manner prescribed in the contract; and
2. Promptly makes payments to all claimants, as defined in Section 255.05(1), Florida Statutes, supplying Principal with labor, materials, or supplies, used directly or indirectly by Principal in the prosecution of the work provided for in the contract; and
3. Pays Owner all losses, damages, expenses, costs, and attorney's fees, including appellate proceedings, that Owner sustains because of a default by Principal under the contract; and
4. Performs the guarantee of all work and materials furnished under the contract for the time specified in the contract, then this bond is void; otherwise it remains in full force.

Any action instituted by a claimant under this bond for payment must be in accordance with the notice and time limitation provisions in Section 255.05(2), Florida Statutes.

Any changes in or under the contract documents and compliance or noncompliance with any formalities connected with the contract or the changes does not affect Surety's obligation under this bond.

DATED on this the _____ day of _____, 20__.

(Name of Principal)

By:
(As Attorney-In-Fact)

(Name of Surety)

Payment bonds executed as a result of the requirements herein by a surety shall make reference to Section 255.05, Florida Statutes, by number and shall contain reference to the notice and time limitation provisions in Section 255.05, Florida Statutes.

13. INDEMNIFICATION

The Contractor agrees to indemnify and hold harmless the County, its officials, officers and employees, from and against any and all liabilities, damages, losses and costs, including, but not limited to reasonable attorney's fees, to the extent caused by the negligence, recklessness, or intentional wrongful misconduct of the Contractor and persons employed or utilized by the Contractor in the performance of this agreement.

The County may, at its sole option, defend itself or required the Contractor to provide the defense. The Contractor acknowledges that the sum of ten dollars (\$10.00) of the amount paid to the Contractor constitutes sufficient consideration for the Contractor's indemnification of the County, its officials, officers and employees.

It is understood that the Contractors responsibility to indemnify and defend the County, it officials, officers and employees is limited to the Contractors proportionate share of liability caused by the negligent acts or omissions of the Contractor, its delegates, agents or employees.

14. MINORITY BUSINESS ENTERPRISE (M/WBE) PARTICIPATION

The Contractor shall meet or exceed the M/WBE participation levels stated in the Contractor's M/WBE Participation Statement included as part of the Contractor's response for this project, see Exhibit C, attached hereto and made a part hereof except when the County Good Faith Committee approves an exception.

The Contractor shall provide a monthly report to the Leon County Minority, Women and Small Business Enterprise Division in a format and manner prescribed by the Division. The report shall, at a minimum, indicate the business name of each certified Minority Business Enterprise or Women Business Enterprise sub-contractor utilized, the amount paid, the type of work performed, the appropriate invoice date, and the payment date to the Division.

Should Contractor's sub-contractor utilization fall below the level required in this Agreement or should Contractor substitute MWBE sub-contractors without prior written approval of the Division, the Contractor may be in breach of the Agreement. Contractors found in breach of their Agreement with the County may be suspended from bidding on and/or participation in any future County projects for up to three (3) years as provided in Section 15 of the Purchasing and Minority, Women, and Small Business Enterprise Policy 96-1.

Any change in the subcontractor utilization as listed on the participation plan (Exhibit C), must be approved by the MWSBE Division. Should the Contractor determine that the MWBE named in their participation plan submittal is unavailable or cannot perform the work, the Contractor shall request a change order. Such change order must be submitted to the MWSBE Division in writing at 2284 Miccosukee Road, Tallahassee, Florida or by facsimile to (850) 606-1651.

15. AUDITS, RECORDS, AND RECORDS RETENTION

The Contractor agrees:

- a. To establish and maintain books, records, and documents (including electronic storage media) in accordance with generally accepted accounting procedures and practices, which sufficiently and properly reflect all revenues and expenditures of funds provided by the County under this Agreement.
- b. To retain all client records, financial records, supporting documents, statistical records, and any other documents (including electronic storage media) pertinent to this Agreement for a period of five (5) years after termination of the Agreement, or if an audit has been initiated and audit findings have not been resolved at the end of five (5) years, the records shall be retained until resolution of the audit findings or any litigation which may be based on the terms of this Agreement.

- c. Upon completion or termination of the Agreement and at the request of the County, the Contractor will cooperate with the County to facilitate the duplication and transfer of any said records or documents during the required retention period as specified in paragraph 1 above.
- d. To assure that these records shall be subject at all reasonable times to inspection, review, or audit by Federal, state, or other personnel duly authorized by the County.
- e. Persons duly authorized by the County and Federal auditors, pursuant to 45 CFR, Part 92.36(I)(10), shall have full access to and the right to examine any of provider's Agreement and related records and documents, regardless of the form in which kept, at all reasonable times for as long as records are retained.
- f. To include these aforementioned audit and record keeping requirements in all approved subcontracts and assignments.

16. MONITORING

To permit persons duly authorized by the County to inspect any records, papers, documents, facilities, goods, and services of the provider which are relevant to this Agreement, and interview any clients and employees of the provider to assure the County of satisfactory performance of the terms and conditions of this Agreement.

Following such evaluation, the County will deliver to the provider a written report of its findings and will include written recommendations with regard to the provider's performance of the terms and conditions of this Agreement. The provider will correct all noted deficiencies identified by the County within the specified period of time set forth in the recommendations. The provider's failure to correct noted deficiencies may, at the sole and exclusive discretion of the County, result in any one or any combination of the following: (1) the provider being deemed in breach or default of this Agreement; (2) the withholding of payments to the provider by the County; and (3) the termination of this Agreement for cause.

17. TERMINATION

The County may terminate this Agreement without cause, by giving the Contractor thirty (30) days written notice of termination. Either party may terminate this Agreement for cause by giving the other party hereto thirty (30) days written notice of termination. The County shall not be required to give Contractor such thirty (30) day written notice if, in the opinion of the County, the Contractor is unable to perform its obligations hereunder, or if thin the County's opinion, the services being provided are not satisfactory. In such case, the County may immediately terminate the Agreement by mailing a notice of termination to the Contractor.

This Agreement may be terminated by the County if the Contractor is found to have submitted a false certification as required under section 215.471 (5), Florida Statutes, been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or been engaged in business operations in Cuba or Syria.

18. PUBLIC ENTITY CRIMES STATEMENT

In accordance with Section 287.133, Florida Statutes, Contractor hereby certifies that to the best of his knowledge and belief neither Contractor nor his affiliates has been convicted of a public entity crime. Contractor and his affiliates shall provide the County with a completed public entity crime statement form no later than January 15 of each year this Agreement is in effect. Violation of this section by the Contractor shall be grounds for cancellation of this Agreement by Leon County.

19. UNAUTHORIZED ALIEN(S)

The Contractor agrees that unauthorized aliens shall not be employed nor utilized in the performance of the requirements of this solicitation. The County shall consider the employment or utilization of unauthorized aliens a violation of Section 274A(e) of the Immigration and Naturalization Act (8 U.S.C. 1324a). Such violation shall be cause for unilateral termination of this Agreement by the County.

20. EMPLOYEE BACKGROUND SCREENING

The contractor must submit information for all employees that will be working on jail property to the Leon County Sheriff's Office for background screening.

Contractor must supply all employees working on jail property an identification badge. ID badges must be worn and be visible at all times while on jail property.

21. EMPLOYMENT ELIGIBILITY VERIFICATION

- a. Contractor agrees that it will enroll and participate in the federal E-Verify Program for Employment Verification under the terms provided in the "Memorandum of Understanding" governing the program. Contractor further agrees to provide to the County, within thirty days of the effective date of this contract/amendment/extension, documentation of such enrollment in the form of a copy of the E-Verify "Edit Company Profile" screen, which contains proof of enrollment in the E-Verify Program (this page can be accessed from the "Edit Company Profile" link on the left navigation menu of the E-Verify employer's homepage).
- b. Contractor further agrees that it will require each subcontractor that performs work under this contract to enroll and participate in the E-Verify Program within sixty days of the effective date of this contract/amendment/extension or within sixty days of the effective date of the contract between the Contractor and the subcontractor, whichever is later. The Contractor shall obtain from the subcontractor(s) a copy of the "Edit Company Profile" screen indicating enrollment in the E-Verify Program and make such record(s) available to the Agency upon request.
- c. Contractor will utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of: (a) all persons employed during the term of the Agreement by Contractor to perform employment duties within Florida; and (b) all persons (including subcontractors) assigned by Contractor to perform work pursuant to the Agreement.
 - 1) Contractor must use E-Verify to initiate verification of employment eligibility for all persons employed during the term of the Agreement by Contractor to perform employment duties within Florida within 3 business days after the date of hire.
 - 2) Contractor must initiate verification of each person (including subcontractors) assigned by Contractor to perform work pursuant to the Agreement within 60 calendar days after the date of execution of this contract or within 30 days after assignment to perform work pursuant to the Agreement, whichever is later.
- d. Contractor further agrees to maintain records of its participation and compliance with the provisions of the E-Verify program, including participation by its subcontractors as provided above, and to make such records available to the County or other authorized state entity consistent with the terms of the Memorandum of Understanding.
- e. Compliance with the terms of this Employment Eligibility Verification provision is made an express condition of this contract and the County may treat a failure to comply as a material breach of the contract.

22. NON-WAIVER

Failure by the County to enforce or insist upon compliance with any of the terms or conditions of this Agreement or failure to give notice or declare this Agreement terminated shall not constitute a general waiver or relinquishment of the same, or of any other terms, conditions or acts; but the same shall be and remain at all times in full force and effect.

23. DELAY

No claim for damages or any claim other than for an extension of time shall be made or asserted against the County by reason of any delays. The Contractor shall not be entitled to an increase in the contract sum or payment or compensation of any kind from the County for direct, indirect, consequential, impact or other costs, expenses or damages, including but limited to costs of acceleration or inefficiency, arising because of delay, disruption, interference or hindrance from any cause whatsoever, whether such delay, disruption, interference or hindrance be reasonable or unreasonable, foreseeable or unforeseeable, or avoidable or unavoidable; provided, however, that this provision shall not preclude recovery of damages by the Contractor for hindrances or delays due solely to fraud, bad faith, or active interference on the part of the County or its agents. Otherwise, the Contractor shall be entitled only to extensions of the contract time as the sole and exclusive remedy for such resulting delay, in accordance with and to the extent specifically provided above.

24. REVISIONS

In any case where, in fulfilling the requirements of this Agreement or of any guarantee, embraced in or required thereby it is necessary for the Contractor to deviate from the requirements of the bid, Contractor shall obtain the prior written consent of the County.

25. VENUE

Venue for all actions arising under this Agreement shall lie in Leon County, Florida.

26. CONSTRUCTION

The validity, construction, and effect of this Agreement shall be governed by the laws of the State of Florida.

27. CONFLICTING TERMS AND CONDITIONS

In the instance that any other agreement exists concerning the matters herein, then the terms and conditions in this Agreement shall prevail over all other terms and conditions.

ATTACHMENTS

- Exhibit A - Bid Document
- Exhibit B - Contractors Bid Submission
- Exhibit C - Contractor's M/WBE Participation Statement

The remainder of this page intentionally left blank.

WHERETO, the parties have set their hands and seals effective the date whereon the last party executes this Agreement.

LEON COUNTY, FLORIDA

ADVON CORPORATION

By: _____
Vincent S. Long
County Administrator

By: _____
President or designee

Date: _____

Title: _____

Date: _____

ATTEST:
Bob Inzer, Clerk of the Circuit Court & Comptroller
Leon County, Florida

BY: _____

Approved as to Form:
Leon County Attorney's Office

BY: _____
Herbert W. A. Thiele, Esquire
County Attorney



Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyfl.gov

Commissioners

BILL PROCTOR

District 1

JANE G. SAULS

District 2

JOHN DAILEY

District 3

BRYAN DESLOGE

District 4

KRISTIN DOZIER

District 5

MARY ANN LINDLEY

At-Large

NICK MADDOX

At-Large

VINCENT S. LONG

County Administrator

HERBERT W.A. THIELE

County Attorney

Bid Title: Leon County Jail Renovations

Bid No: BC-02-27-14-11

Opening Date: February 27, 2014

Location: 1800-3 N. Blair Stone Road, Tallahassee, Florida 32308

I. INSTRUCTION TO BIDDERS

To Insure Acceptance of Your Bid, Please Follow These Instructions:

1. Items listed on the bid checklist in this form and all other items required within this invitation to bid must be executed and/or submitted in a sealed envelope. Address your sealed envelope as follows:

Bid No. BC-02-27-14-11

Board of County Commissioners

Leon County Purchasing Division

1800-3 N. Blair Stone Road

Tallahassee, Florida 32308

2. Bid must be typed or printed in ink. All corrections made by the bidder prior to the opening must be initialed and dated by the bidder. No changes or corrections will be allowed after bids are opened.
3. Bid must contain an original, manual signature of an authorized representative of the company.
4. The bid opening shall be public on the date and time specified on the bid. It is the bidder's responsibility to assure that the bid is delivered at the proper time and location. Bids which are received after the bid opening time will be returned unopened to the bidder.
5. Bidders are expected to examine the specifications, delivery schedule, bid prices and extensions and all general and special conditions of the bid prior to submission. In case of error in price extension, the unit price will govern.
6. Special Accommodation: Any person requiring a special accommodation at a Pre-Bid Conference or Bid opening because of a disability should call the Division of Purchasing at (850) 606-1600 at least five (5) workdays prior to the Pre-Bid Conference or Bid opening. If you are hearing or speech impaired, please contact the Purchasing Division by calling the County Administrator's Office using the Florida Relay Service which can be reached at 1(800) 955-8771 (TDD).

NOTE: ANY AND ALL CONDITIONS OR REQUIREMENTS ATTACHED HERETO WHICH VARY FROM THE INSTRUCTIONS TO BIDDERS WILL BE PRECEDENT.

PURPOSE:

Leon County is seeking the services of a qualified contractor to preform miscellaneous renovations and improvements at the Leon County Jail consisting of but not limited to: renovation of jail showers, including general demolition, plumbing, and epoxy resin finishes. New concrete masonry walls, cells doors, exterior hollow metal frames, aluminum storefront, exterior glazing, painting and finishes as well as associated electrical and mechanical systems.

SCHEDULE OF EVENTS

Below in Table 1 is the current schedule of the events that will take place as part of this solicitation. Leon County reserves the right to make changes or alterations to the schedule as the Leon County determines is in the best interests of the public. If any changes to the Schedule of Events are made, Leon County will post the changes on the Leon County website either as a public meeting notice, or as an addendum, as applicable. **It is the responsibility of Registered Planholders and other interested persons and parties to review the Purchasing Division's website to stay informed of the Schedule of Events, addenda issued, and public meetings scheduled.** The website addresses follow:

Addenda: <http://www.leoncountyfl.gov/purchasing/Addenda>

Public Meetings: <http://www.leoncountyfl.gov/purchasing/PublicMeetingNotices>

Table 1 - Schedule of Events	
Date and Time (all eastern time)	Event
01/16/2014	Release of the ITB
02/05/2014 at 10:00 a.m.	MANDATORY PRE-BID MEETING: Date and time a mandatory pre-bid meeting will be held at Leon County Purchasing's offices, located at 1800-3 North Blair Stone Road, Tallahassee, FL 32308.
Not later than: 02/17/2014 at 5:00 p.m.	QUESTIONS/INQUIRIES DEADLINE: Date and time by which questions and inquiries regarding the ITB must be received by Leon County.
Not later than: 02/27/2014 at 2:00 p.m.	BID SUBMISSION DUE DATE/OPENING OF TECHNICAL RESPONSE: Date and time by which Bid Submissions must be received by the Leon County Purchasing Division, located at 1800-3 North Blair Stone Road, Tallahassee, FL 32308.

BID INFORMATION AND CLARIFICATION:

Questions pertaining to bid procedures or regarding the specifications should be addressed to Jay Kirkland and Don Tobin, phone (850) 606-1600; fax (850) 606-1601; E-mail kirklandr@leoncountyfl.gov and tobind@leoncountyfl.gov. **Bidders are requested to send such requests to both representatives of the Purchasing Division.** Email inquiries are preferred.

Each Bidder shall examine the solicitation documents carefully; and, no later than seven days prior to the date for receipt of bids, he shall make a written request to the County for interpretations or corrections of any ambiguity, inconsistency or error which he may discover. All interpretations or corrections will be issued as addenda. The County will not be responsible for oral clarifications. No negotiations, decisions or actions shall be initiated or executed by the proposer as a result of any discussions

with any County employee prior to the opening of proposals. Only those communications which are in writing from the County may be considered as a duly authorized expression on the behalf of the Board. Also, only communications from firms which are in writing and signed will be recognized by the Board as duly authorized expressions on behalf of proposers.

ADDENDA TO SPECIFICATIONS

If any addenda are issued after the initial specifications are released, the County will post the addenda on the Leon County website at: <http://www.leoncountyfl.gov/Purchasing/Addenda>. For those projects with separate plans, blueprints, or other materials that cannot be accessed through the internet, the Purchasing Division will make a good faith effort to ensure that all registered bidders (those who have been registered as receiving a bid package) receive the documents. It is the responsibility of the bidder prior to submission of any bid to check the above website or contact the Leon County Purchasing Division at (850) 606-1600 to verify any addenda issued. The receipt of all addenda must be acknowledged on the bid response sheet.

PROHIBITED COMMUNICATIONS

Any Form of communication, except for written correspondence with the Purchasing Division requesting clarification or asking questions, shall be prohibited regarding a particular request for proposal, request for qualification, bid, or any other competitive solicitation between:

1. Any person or person's representative seeking an award from such competitive solicitation; and
2. Any County Commissioner or Commissioner's staff, or any county employee authorized to act on behalf of the Commission to award a particular contract.

For the purpose of this section, a person's representative shall include, but not be limited to, the person's employee, partner, officer, director, consultant, lobbyist, or any actual or potential subcontractor or consultant of the person.

The prohibited communication shall be in effect as of the release of the competitive solicitation and terminate at the time the Board, or a County department authorized to act on behalf of the Board, awards or approves a contract, rejects all bids or responses, or otherwise takes action which ends the solicitation process.

The provisions of this section shall not apply to oral communications at any public proceeding, including pre-bid conferences, oral presentations before selection committees, and contract negotiations during any public meetings, presentations made to the Board, and protest hearings. Further, the provisions of this section shall not apply to contract negotiations between any employee and the intended awardee, any dispute resolution process following the filing of a protest between the person filing the protest and any employee, or any written correspondence with any employee, County Commissioner, or decision-making board member or selection committee member, unless specifically prohibited by the applicable competitive solicitation process.

The penalties for an intentional violation of this article shall be those specified in ' 125.69(1), Florida Statutes, as amended, and shall be deemed supplemental to the penalties set forth in Section 1-9 of the Code of Laws, Leon County, Florida.

REGISTRATION:

Bidders obtain solicitation documents from sources other than the Leon County Purchasing Division or Demandstar.com MUST officially register with the County Purchasing Division in order to be placed on the planholders list for the solicitation. Bidders should be aware that solicitation documents obtained from sources other than those listed above may be drafts, incomplete, or in some other fashion different from the official solicitation document(s). Failure to register through the Purchasing Division or online through Demandstar.com may cause your submittal to be rejected as non-responsive.

PREPARATION AND SUBMISSION OF BID:

Each Bidder shall submit Bid Prices and other requested information, including alternates or substitutions if allowed by this invitation to bid, on the proper forms and in the manner herein prescribed. Any erasures or other corrections in the Bid must be explained or noted over the signature of the Bidder. Bids containing any conditions or irregularities of any kind may be rejected by the County. All bids must be submitted in a sealed envelope or other appropriate container. Facsimiles will not be accepted. It is the intention of the County to award this bid based on the low total bid price and/or other criteria herein contained meeting all specifications.

REJECTION OF BIDS:

The County reserves the right to reject any and/or all bids when such rejection is in the best interest of the County.

RECEIPT AND OPENING OF BIDS:

Bids will be opened publicly at the time and place stated in the Invitation to Bid. The person whose duty it is to open them will decide when the specified time has arrived and no bids received thereafter will not be considered. No responsibility shall be attached to any person for the premature opening of a Bid not properly addressed and identified. At the time fixed for the opening of bids, the bids will be made public and posted on the Purchasing Division website at: <http://www.leoncountyfl.gov/Purchasing/TabulationSheets>. A bidder may request, in their bid submittal, a copy of the tabulation sheet to be mailed in a bidder provided, stamped self-addressed envelope for their record.

Sealed bids, proposals, or replies received by the County pursuant to a competitive solicitation are exempt from public records requirements until such time as the County posts an intended decision or until 30 days after opening of the documents, whichever is earlier.

WITHDRAWAL OF BIDS:

Bids may be withdrawn by written or telegraphic request received from Bidders prior to the time fixed for opening. Negligence on the part of the Bidder in preparing the Bid confers no right for the withdrawal of the bid after it has been opened.

AWARD OF BIDS/BID PROTEST:

The bid will be awarded to the lowest responsive, responsible bidder, unless otherwise stated elsewhere in this document. The County reserves the right to waive any informality in bids and to award a bid in whole or in part when either or both conditions are in the best interest of Leon County.

Notice of the Intended Decision will be posted on the Leon County website at: <http://www.leoncountyfl.gov/Purchasing/IntendedDecisions> for a period of seventy-two (72) consecutive hours, which does not include weekends or County observed holidays. Failure to file a protest within the time prescribed in Leon County Policy No. 96-1, Purchasing and Minority, Women and Small Business Enterprise Policy, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings. Notice of intent of bid protest shall be made in writing to the Purchasing Director, 1800-3 N. Blair Stone Road, Tallahassee, Florida 32308. The bidder shall be responsible for inquiring as to any and all award recommendation/postings.

Should concerns or discrepancies arise during the bid process, bidders are encouraged to contact the Purchasing Division prior to the scheduled bid opening. Such matters will be addressed and/or remedied prior to a bid opening or award whenever practically possible. Bidders are not to contact departments or divisions regarding the bidder complaint.

PLANHOLDERS

As a convenience to bidders, Leon County has made available via the internet lists of all registered planholders for each bid or request for proposals. The information is available on-line at: <http://www.leoncountyfl.gov/Purchasing/Bid.asp> by simply clicking the planholder link to the right of the respective solicitation. A listing of the registered bidders with their telephone and fax numbers is designed to assist bidders in preparation of their responses.

BID GUARANTEE:

Bids shall be accompanied by a 5% bid guarantee which shall be a Bid Bond, Certified or Cashier's Check or Bank Draft (no cash, company, or personal checks will be accepted), made payable to the Board of County Commissioners, Leon County, Florida. Such check, bank draft, or bond shall be submitted with the understanding that the bonds will be held until award of bid.

The County reserves the right to hold the Bid Guarantee until after a contract has been entered into or a purchase order has been executed. The accepted Bidders bid bond will be held until execution of this contract and may be forfeited due to non-performance.

The check or bond shall be submitted with the understanding that it shall guarantee that the Bidder will not withdraw his bid for a period of 90 days after the scheduled closing time for the receipt of bids. It shall also guarantee that the successful bidder will enter into a contract within ten (10) days after he has received notice of acceptance of his bid. In the event of withdrawal of bid, or failure to enter into and fully execute the contract within ten (10) days the contractor may be deemed in to be in default. In such an event, the contractor shall be liable to the County for the full amount of the default.

OCCUPATIONAL LICENSES AND REGISTRATIONS:

The contractor shall be responsible for obtaining and maintaining throughout the contract period any required occupational license and other licenses required pursuant to the laws of Leon County, the City of Tallahassee, or the State of Florida. The bidder shall submit with the bid a copy of the company's local business or occupational license(s) or a written statement on letterhead indicating the reason no license exists.

If the bidder is operating under a fictitious name as defined in Section 865.09, Florida Statutes, proof of current registration with the Florida Secretary of State shall be submitted with the bid. A business formed by an attorney actively licensed to practice law in this state, by a person actively licensed by the Department of Business and Professional Regulation or the Department of Health for the purpose of practicing his or her licensed profession, or by any corporation, partnership, or other commercial entity that is actively organized or registered with the Department of State shall submit a copy of the current licensing from the appropriate agency and/or proof of current active status with the Division of Corporations of the State of Florida or such other state as applicable.

Failure to provide the above required documentation may result in the bid being determined as non-responsive.

UNAUTHORIZED ALIEN(S)

The Contractor agrees that unauthorized aliens shall not be employed nor utilized in the performance of the requirements of this solicitation. The County shall consider the employment or utilization of unauthorized aliens a violation of Section 274A(e) of the Immigration and Naturalization Act (8 U.S.C. 1324a). Such violation shall be cause for unilateral termination of this Agreement by the County. As part of the response to this solicitation, please complete and submit the attached form AFFIDAVIT CERTIFICATION IMMIGRATION LAWS.

MINORITY and WOMEN BUSINESS ENTERPRISE AND EQUAL OPPORTUNITY POLICIES

A. Minority Business Enterprise (MBE) and Women (WBE) Business Enterprise Requirements

1. The purpose of the Minority and Women-Owned Business Enterprise (MWBE) Program is to effectively communicate Leon County procurement and contracting opportunities, through enhanced business relationships, to end disparity and to increase participation opportunities for certified minority and women-owned business enterprises in a competitive environment. This program shall:
 - a. Eliminate any policies and/or procedural barriers that inhibit MBE and WBE participation in our procurement process.
 - b. Established targets designed to increase MBE and WBE utilization proportionate to documented underutilization.
 - c. Provide increased levels of information and assistance available to MBE's and WBEs.
 - d. Implement mechanisms and procedures for monitoring MBE and WBE compliance by prime contractors.
2. The term Certified Minority Women Business Enterprise (MWBE) is defined as Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) firms certified by Leon County or the City of Tallahassee. Some firms with MBE or WBE certification by the State of Florida may be accepted under a reciprocal agreement but those from other governmental organizations are not accepted by Leon County.
3. Each Respondent is strongly encouraged to secure MBE and WBE participation through purchase(s) of those goods or services to be provided by others. Firms responding to this bid are hereby made aware of the County's targets for MBE and WBE utilization. Respondents that require assistance or guidance with these MBE or WBE requirements should contact: Shanea Wilks, Leon County Minority, Women, and Small Business Enterprise Director, by telephone at (850) 606-1650; fax (850) 606-1651 or by e-mail wilkssh@leoncountyfl.gov.

Respondent must complete and submit the attached Minority and Women Business Enterprise Participation Plan form. Failure to submit the completed Minority and Women Business Enterprise Participation Plan form may result in a determination of non-responsiveness for the bid.

If the aspirational target is not met, you must denote your good faith effort on the Participation Plan Form. All respondents, including MBE's, and WBE's shall either meet the aspirational target(s), or if not met, demonstrate in their bid response that a good faith effort was made to meet the aspirational target(s). Failure to complete such good faith effort statement may result in the bid being non-responsive. Below, are policy examples of good faith efforts that respondents can use if they are not meeting the aspirational target. These examples can be used to demonstrate the good faith effort.

- a. Advertised for participation by MAWBEs in non-minority and minority publications within the Market area, including a copy of the advertisement and proof of the date(s) it appeared or by sending correspondence, no less than ten (10) days prior to the submission deadline, to all MAWBEs referred to the respondent by the MWSBE Division for the goods and services to be subcontracted and/or supplied
- b. Documented that the bidding Prime Contractor provided ample time for potential MBE and/or WBE subcontractors to respond to bid opportunities, including a chart outlining the schedule/time frame used to obtain bids from MBE and WBE Vendors as applicable to the aspirational Target.

any of the original people of North America, maintaining identifiable tribal affiliations through membership and participation and having community identification as such.

c. Women - American Woman

5. Prime contractors will negotiate in good faith with interested MWBE's, not rejecting a MWBE as unqualified or unacceptable without sound business reasons based on a thorough investigation of their capabilities. **The basis for rejecting any MWBE deemed unqualified or unacceptable by the Prime Contractor shall be included in the Good Faith Effort documentation.** The Prime Contractor shall not impose unrealistic conditions of performance on MWSBE's seeking subcontracting opportunities.
6. Leon County reserves the right to request supporting documentation as evidence of good faith efforts indicated above at any time. Failure to provide supporting documentation when requested shall deem your bid/proposal as non-responsive.

B. Equal Opportunity/Affirmative Action Requirements

The contractors and all subcontractors shall agree to a commitment to the principles and practices of equal opportunity in employment and to comply with the letter and spirit of federal, state, and local laws and regulations prohibiting discrimination based on race, color, religion, national region, sex, age, handicap, marital status, and political affiliation or belief.

For federally funded projects, in addition to the above, the contractor shall agree to comply with Executive Order 11246, as amended, and to comply with specific affirmative action obligations contained therein.

In addition to completing the Equal Opportunity Statement, the Respondent shall include a copy of any affirmative action or equal opportunity policies in effect at the time of submission.

LOCAL PREFERENCE IN PURCHASING AND CONTRACTING

1. Preference in bidding. In purchasing of, or letting of contracts for procurement of, personal property, materials, contractual services, and construction of improvements to real property or existing structures in which pricing is the major consideration, the authorized purchasing authority of Leon County may give a preference to local businesses in making such purchase or awarding such contract, as follows:
 - a) Individuals or firms which have a home office located within Leon, Gadsden, Wakulla, or Jefferson County, and which meet all of the criteria for a local business as set forth in this article, shall be given a preference in the amount of five percent of the bid price.
 - b) Individuals or firms which do not have a home office located within Leon, Gadsden, Wakulla, or Jefferson County, and which meet all of the criteria for a local business as set forth in this article, shall be given a preference in the amount of three percent of the bid price.

The maximum cost differential shall not exceed \$20,000.00. Total bid price shall include the base bid and all alternatives or options to the base bids which are part of the bid and being recommended for award by the appropriate authority.

2. Preference in bidding for construction services in projects estimated to exceed \$250,000. Except where otherwise prohibited by federal or state law or other funding source restrictions, in the purchasing of, or letting of contracts for procurement of construction services for improvements to real property or existing structures that are estimated to exceed \$250,000 in value, the County may give preference to local businesses in the following manner:

- a) Under a competitive bid solicitation, when the lowest responsive and responsible bid is submitted by an individual or firm that is not a local business, then the local business that submitted the lowest responsive and responsible bid shall be offered the opportunity to perform the work at the lowest bid amount, if that local business's bid was not greater than 110% of the lowest responsive and responsible bid amount.
 - b) All contractual awards issued in accordance with the provisions of this subsection (paragraph 2) shall contain aspirational trade contractor work targets, based on market and economic factors, of 85 percent as follows: The successful individuals or firms shall agree to engage not less than 85 percent of the dollar value of trade contractor work with local businesses unless the successful individuals or firms prove to the County's satisfaction, that the trade contractor work is not available locally with the Leon, Gadsden, Wakulla or Jefferson County area. The term trade contractor shall mean a subcontractor who contracts with the prime contractor and whose primary activity is performing specific activities (e.g., pouring concrete, masonry, site preparation, framing, and carpentry, dry wall installation, electrical, plumbing, and painting) in a construction project but is not responsible for the entire project.
3. Local business definition. For purposes of this section, "local business" shall mean a business which:
- a) Has had a fixed office or distribution point located in and having a street address within Leon, Gadsden, Wakulla, or Jefferson County for at least six (6) months immediately prior to the issuance of the request for competitive bids or request for proposals by the County; and
 - b) Holds any business license required by the County, and, if applicable, the City of Tallahassee; and
 - c) Is the principal offeror who is a single offeror; a business which is the prime contractor and not a subcontractor; or a partner or joint venture submitting an offer in conjunction with other businesses?
3. Certification. Any bidder claiming to be a local business as defined shall so certify in writing to the Purchasing Division. The certification shall provide all necessary information to meet the requirements of above. The Local Vendor Certification Form is enclosed. The purchasing agent shall not be required to verify the accuracy of any such certifications, and shall have the sole discretion to determine if a bidder meets the definition of a "local business."

INSURANCE:

Bidders' attention is directed to the insurance requirements below. Bidders should confer with their respective insurance carriers or brokers to determine in advance of bid submission the availability of insurance certificates and endorsements as prescribed and provided herein. The Insurance Certification Form attached hereto is to be completed and submitted as part of your bid response. If an apparent low bidder fails to comply strictly with the insurance requirements, that bidder may be disqualified from award of the contract.

Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors. The cost of such insurance shall be included in the Contractor's bid.

1. Minimum Limits of Insurance. Contractor shall maintain limits no less than:
 - a. General Liability: \$1,000,000 Combined Single Limit for bodily injury and property damage per occurrence with a \$2,000,000 annual aggregate. Completed operations coverage will be provided for a period of three (3) years beyond termination and/or completion of the project. Coverage must include bodily injury and property damage, including Premise/Operations: a per location aggregate, Broad Form Contractual liability; Broad Form Property Damage; Fire Legal liability; Independent Contractors coverage; Cross Liability & Severability of Interest Clauses; and Personal Injury, and coverage for explosion, collapse, and underground (X,C,U).

- b. Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage. (Non-owned, Hired Car).
- c. Workers' Compensation and Employers Liability: Workers' Compensation insurance covering all employees and meeting statutory requirements in compliance with the applicable state and federal laws and Employer's Liability with a limit of \$500,000 per accident, \$500,000 disease policy limit, \$500,000 disease each employee. Waiver of Subrogation in lieu of Additional Insured is required.

2. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the County. At the option of the County, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the County, its officers, officials, employees and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

3. Other Insurance Provisions The policies are to contain, or be endorsed to contain, the following provisions:

a. General Liability and Automobile Liability Coverages (County is to be named as Additional Insured).

- 1. The County, its officers, officials, employees and volunteers are to be covered as insureds as respects; liability arising out of activities performed by or on behalf of the Contractor, including the insured's general supervision of the Contractor; products and completed operations of the Contractor; premises owned, occupied or used by the Contractor; or automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protections afforded the County, its officers, officials, employees or volunteers.
- 2. The Contractor's insurance coverage shall be primary insurance as respects the County, its officers, officials, employees and volunteers. Any insurance of self-insurance maintained by the County, its officers, officials, employees or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.
- 3. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the county, its officers, officials, employees or volunteers.
- 4. The Contractor's insurance shall apply separately to each insured against whom claims are made or suit is brought, except with respect to the limits of the insurer's liability.

b. All Coverages

Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the County.

4. Acceptability of Insurers. Insurance is to be placed with insurers with a Best's rating of no less than A:VII.

5. Verification of Coverage. Contractor shall furnish the County with certificates of insurance and with original endorsements effecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. All certificates and endorsements are to be received and approved by the County before work commences. The County reserves the right to require complete, certified copies of all required insurance policies at any time. Certificates of Insurance acceptable to the County shall be filed with the County prior to the commencement of the work. These policies

described above, and any certificates shall specifically name the County as an additional Insured and shall contain a provision that coverage afforded under the policies will not be canceled until at least thirty (30) days prior to written notice has been given to the County.

Cancellation clauses for each policy should read as follows: *Should any of the above described policies be canceled before the expiration date thereof, the issuing company will mail thirty (30) days written notice to the Certificate Holder named herein.*

6. Subcontractors. Contractors shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

AGREEMENT:

After the bid award, the County will, at its option, prepare a purchase order or an agreement specifying the terms and conditions resulting from the award of this bid. Every procurement of contractual services shall be evidenced by a written agreement. The bidder will have five calendar days after receipt to acknowledge the purchase order or execute the agreement.

The performance of Leon County of any of its obligations under the purchase order or agreement shall be subject to and contingent upon the availability of funds lawfully expendable for the purposes of the purchase order or agreement for the current and any future periods provided for within the bid specifications.

PUBLIC ENTITY CRIMES STATEMENT:

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list. By submission of a proposal in response to this document, the vendor certifies compliance with the above requirements as stated in Section 287.133, Florida Statutes.

MANUFACTURERS' NAME AND APPROVED EQUIVALENTS:

Manufacturers' names, trade names, brand names, information and/or catalog numbers listed in a specification are for information and not intended to limit competition. The bidder may offer any brand for which he is an authorized representative, which meets or exceeds the specifications for any item(s). If bids are based on equivalent products, indicate on the bid form the manufacturer's name and catalog number. Bidder shall submit with his bid, cuts, sketches, and descriptive literature and/or specifications. The bidder should also explain in detail the reason(s) why and submit proof that the proposed equivalent will meet the specifications and not be considered an exception thereto. The Leon County Board of County Commissioners reserves the right to be the sole judge of what is equal and acceptable. Bids which do not comply with these requirements are subject to rejection. If Bidder fails to name a substitute it will be assumed that he is bidding on, and he will be required to furnish goods identical to bid standard.

IDENTICAL TIE BIDS:

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. Bidder must complete and submit as part of the bid

response the attached IDENTICAL TIE BID form. Failure to submit a completed form may result in the bid being determined as non-responsive.

ETHICAL BUSINESS PRACTICES

- A. Gratuities. It shall be unethical for any person to offer, give, or agree to give any County employee, or for any County employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, or preparation of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or performing in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter, subcontract, or to any solicitation or proposal therefor.
- B. Kickbacks. It shall be unethical for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order.
- C. The Board reserves the right to deny award or immediately suspend any contract resulting from this proposal pending final determination of charges of unethical business practices. At its sole discretion, the Board may deny award or cancel the contract if it determines that unethical business practices were involved.

II. CONTRACT PROVISIONS

PAYMENT AND PERFORMANCE BOND

A Payment and Performance Bond in the amount of 100% of the estimated project cost shall be supplied by the Contractor at the time of Agreement execution. Also, a Payment and Material Bond for the Agreement amount shall be supplied by the Contractor at the same time.

Payment and Performance and Material Bonds shall provide that, in the event of non-performance on the part of the Contractor the bond can be presented for honor and acceptance at an authorized representative or institution located in Tallahassee, Florida. The Payment and Performance Bond shall be in the following form:

PUBLIC CONSTRUCTION BOND
Bond No.(enter bond number)

BY THIS BOND, We _____, as Principal and a corporation, as Surety, are bound to _____, herein called Owner, in the sum of \$ _____, for payment of which we bind ourselves, our heirs, personal representatives, successors, and assigns, jointly and severally.

THE CONDITION OF THIS BOND is that if Principal:

- 1. Performs the contract dated _____, between Principal and Owner for construction of _____, the contract being made a party of this bond by reference, at the time and in the manner prescribed in the contract; and
- 2. Promptly makes payments to all claimants, as defined in Section 255.05(1), Florida Statutes, supplying Principal with labor, materials, or supplies, used directly or indirectly by Principal in the prosecution of the work provided for in the contract; and
- 3. Pays Owner all losses, damages, expenses, costs, and attorney's fees, including appellate proceedings, that Owner sustains because of a default by Principal under the contract; and

4. Performs the guarantee of all work and materials furnished under the contract for the time specified in the contract, then this bond is void; otherwise it remains in full force.

Any action instituted by a claimant under this bond for payment must be in accordance with the notice and time limitation provisions in Section 255.05(2), Florida Statutes.

Any changes in or under the contract documents and compliance or noncompliance with any formalities connected with the contract or the changes does not affect Surety's obligation under this bond.

DATED on this the _____ day of _____, 2013.

(Name of Principal)

By:

(As Attorney-In-Fact)

(Name of Surety)

Payment bonds executed as a result of the requirements herein by a surety shall make reference to Section 255.05, Florida Statutes, by number and shall contain reference to the notice and time limitation provisions in Section 255.05, Florida Statutes.

TIME AND LIQUIDATED DAMAGES

The work to be performed under this contract shall be commenced within fifteen (15) days of the Notice to Proceed. All work to be performed under this Contract shall be completed within one hundred eighty (180) consecutive calendar days of the Notice to Proceed. If the work to be performed under this Contract is not completed within the time set forth above, or within such extra time as may be granted by the County, the Contractor shall be deemed to be in default. For each day the Contractor is in default, the Contractor or its Surety shall pay to the County, not as a penalty, but as liquidated damages, the sum of \$250.00.

Permitting the Contractor to continue and finish the work or any part of it after the expiration of the contract time allowed, including extensions, if any, shall in no way act as a waiver on the part of County of the liquidated damages due under the contract.

EMPLOYMENT ELIGIBILITY VERIFICATION

1. Contractor agrees that it will enroll and participate in the federal E-Verify Program for Employment Verification under the terms provided in the Memorandum of Understanding@ governing the program. Contractor further agrees to provide to the County, within thirty days of the effective date of this contract/amendment/extension, documentation of such enrollment in the form of a copy of the E-Verify 'Edit Company Profile' screen, which contains proof of enrollment in the E-Verify Program (this page can be accessed from the Edit Company Profile link on the left navigation menu of the E-Verify employer's homepage).
2. Contractor further agrees that it will require each subcontractor that performs work under this contract to enroll and participate in the E-Verify Program within sixty days of the effective date of this contract/amendment/extension or within sixty days of the effective date of the contract between the Contractor and the subcontractor, whichever is later. The Contractor shall obtain from the subcontractor(s) a copy of the Edit Company Profile screen indicating

enrollment in the E-Verify Program and make such record(s) available to the Agency upon request.

3. Contractor will utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of: (a) all persons employed during the term of the Agreement by Contractor to perform employment duties within Florida; and (b) all persons (including subcontractors) assigned by Contractor to perform work pursuant to the Agreement.
 - a. Contractor must use E-Verify to initiate verification of employment eligibility for all persons employed during the term of the Agreement by Contractor to perform employment duties within Florida within 3 business days after the date of hire.
 - b. Contractor must initiate verification of each person (including subcontractors) assigned by Contractor to perform work pursuant to the Agreement within 60 calendar days after the date of execution of this contract or within 30 days after assignment to perform work pursuant to the Agreement, whichever is later.
4. Contractor further agrees to maintain records of its participation and compliance with the provisions of the E-Verify program, including participation by its subcontractors as provided above, and to make such records available to the County or other authorized state entity consistent with the terms of the Memorandum of Understanding.
5. Compliance with the terms of this Employment Eligibility Verification provision is made an express condition of this contract and the County may treat a failure to comply as a material breach of the contract.

CONSTRUCTION SITE SIGNAGE

Contractor shall provide appropriate construction site signage to be placed at a site approved in advance by the County Project manager. Sign is to be diagramed by the contractor with approval of a proof to be made by the Director of Facilities Management prior to being ordered or erected. Signage shall meet the following specifications:

The sign will be made from a 4 ft. x 8 ft. sheet of 3/4 inch exterior grade BC plywood. The plywood shall be painted with White Enamel Gloss. The temporary sign shall be mounted on 4x4 pressure treated posts with a minimum of 2 feet of burial, and 6 feet of exposed height for maximum visibility.

Lettering shall be a non-serif block print in black type. Any logos used must have prior written consent for use of the respective entities. The sign content shall consist of the following:

- 1) Leon County project name
- 2) Leon County Seal
- 3) Names and District of each of the Leon County Board Of County Commissioner with the Chairman and Vice Chairman appropriately identified
- 4) Name of County Administrator and County Attorney
- 5) Name of Director of Facilities Management & Construction
- 6) Name of General Contractor with major subcontractors
- 7) Name of Architect with consultants
- 8) Name and logo of major material manufacturers (where appropriate and approved by County)

PAYMENTS TO THE GENERAL CONTRACTOR

Payments to the Contractor shall be made according to the requirements of the Local Government Prompt Pay Act, sections 218.70 - 218.79, Florida Statutes.

STATUS

The Contractor shall at all times, relevant to this contract, be an independent contractor and in no event shall the Contractor, nor any employees or sub-contractors under it, be considered to be employees of Leon County.

AUDITS, RECORDS, AND RECORDS RETENTION

The Contractor agrees:

1. To establish and maintain books, records, and documents (including electronic storage media) in accordance with generally accepted accounting procedures and practices, which sufficiently and properly reflect all revenues and expenditures of funds provided by the County under this contract.
2. To retain all client records, financial records, supporting documents, statistical records, and any other documents (including electronic storage media) pertinent to this contract for a period of five (5) years after termination of the contract, or if an audit has been initiated and audit findings have not been resolved at the end of five (5) years, the records shall be retained until resolution of the audit findings or any litigation which may be based on the terms of this contract.
3. Upon completion or termination of the contract and at the request of the County, the Contractor will cooperate with the County to facilitate the duplication and transfer of any said records or documents during the required retention period as specified in paragraph 1 & 2 above.
4. To assure that these records shall be subject at all reasonable times to inspection, review, or audit by Federal, state, or other personnel duly authorized by the County.
5. Persons duly authorized by the County and Federal auditors, pursuant to 45 CFR, Part 92.36(l)(10), shall have full access to and the right to examine any of provider's contract and related records and documents, regardless of the form in which kept, at all reasonable times for as long as records are retained.
6. To include these aforementioned audit and record keeping requirements in all approved subcontracts and assignments.

MONITORING

To permit persons duly authorized by the County to inspect any records, papers, documents, facilities, goods, and services of the provider which are relevant to this contract, and interview any clients and employees of the provider to assure the County of satisfactory performance of the terms and conditions of this contract.

Following such evaluation, the County will deliver to the provider a written report of its findings and will include written recommendations with regard to the provider's performance of the terms and conditions of this contract. The provider will correct all noted deficiencies identified by the County within the specified period of time set forth in the recommendations. The provider's failure to correct noted deficiencies may, at the sole and exclusive discretion of the County, result in any one or any combination of the following: (1) the provider being deemed in breach or default of this contract; (2) the withholding of payments to the provider by the County; and (3) the termination of this contract for cause.

RIGHT TO INSPECT PLANT

The County may, at its discretion, inspect the part of the plant or place of business of a contractor or any subcontractor which is related to the performance of any contract awarded, or to be awarded, by Leon County. The right expressed herein shall be included in all contracts or subcontracts that involve the performance of any work or service involving Leon County.

TERMINATION

The County may terminate this Agreement without cause, by giving the Contractor thirty (30) days written notice of termination. Either party may terminate this Agreement for cause by giving the other party hereto thirty (30) days written notice of termination. The County shall not be required to give Contractor such thirty (30) day written notice if, in the opinion of the County, the Contractor is unable to perform its obligations hereunder, or if in the County's opinion, the services being provided are not satisfactory. In such case, the County may immediately terminate the Agreement by mailing a notice of termination to the Contractor.

This Agreement may be terminated by the County if the Contractor is found to have submitted a false certification as required under section 215.471 (5), Florida Statutes, been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or been engaged in business operations in Cuba or Syria.

WARRANTIES:

Bidder will warrant title to all goods sold as provided for in Section 672, Florida Statutes.

WORK

Any work to be performed shall be upon the written request of the County Administrator or his representative, which request shall set forth the commencing date of such work and the time within which such work shall be completed.

PERMITS

The County shall pay for and obtain all necessary permits as required by law.

ASSIGNMENT

This contract shall not be assigned or sublet as a whole or in part without the written consent of the County, nor shall the Contractor assign any monies due or to become due to him hereunder without the previous written consent of the County.

INDEMNIFICATION

The Contractor agrees to indemnify and hold harmless the County, its officials, officers and employees, from and against any and all liabilities, damages, losses and costs, including, but not limited to reasonable attorney's fees, to the extent caused by the negligence, recklessness, or intentional wrongful misconduct of the Contractor and persons employed or utilized by the Contractor in the performance of this agreement.

The County may, at its sole option, defend itself or required the Contractor to provide the defense. The Contractor acknowledges that the sum of ten dollars (\$10.00) of the amount paid to the Contractor constitutes sufficient consideration for the Contractor's indemnification of the County, its officials, officers and employees.

It is understood that the Contractor's responsibility to indemnify and defend the County, its officials, officers and employees is limited to the Contractor's proportionate share of liability caused by the negligent acts or omissions of the Contractor, its delegates, agents or employees.

PENALTIES:

BIDS MAY BE REJECTED AND/OR Bidder(S) DISQUALIFIED FOR THE FOLLOWING REASONS:

1. Consistent failure to respond to bid invitation for three (3) consecutive instances.
2. Failure to update the information on file including address, product, service or business descriptions.
3. Failure to perform according to contract provisions.
4. Conviction in a court of law of any criminal offense in connection with the conduct of business.
5. Clear and convincing evidence of a violation of any federal or state anti-trust law based on the submission of bids or proposals, or the awarding of contracts.
6. Clear and convincing evidence that the bidder has attempted to give a Board employee a gratuity of any kind for the purpose of influencing a recommendation or decision in connection with any part of the Board's purchasing activity.
7. Other reasons deemed appropriate by the Board of County Commissioners.

BID CHECKLIST:

Please submit the items on the following list and any other items required by any section of this invitation for bids. The checklist is provided as a courtesy and may not be inclusive of all items required within this invitation for bids.

- _____ Completed Bid Response Sheet with Manual Signature
- _____ Affidavit Immigration Laws
- _____ Minority/Women Business Enterprise Participation Plan/Good Faith Statement
- _____ Identical Tie Bid Statement
- _____ Insurance Certification Form
- _____ Contractor's Business Information Form
- _____ Non Collusion Affidavit
- _____ Certification/Debarment Form
- _____ Applicable Licenses/Registrations

BID RESPONSE SHEET

The Board of County Commissioners, Leon County, reserves the right to accept or reject any and/or all bids in the best interest of Leon County.

Shelly W. Kelley
Purchasing Director

Nicholas Maddox
Chairman

This proposal is submitted by the below named firm/individual by the undersigned authorized representative.

	(Firm Name)
BY	_____
	(Authorized Representative)

	(Printed or Typed Name)
ADDRESS	_____

EMAIL ADDRESS	_____
TELEPHONE	_____
FAX	_____

ADDENDA ACKNOWLEDGMENTS: (IF APPLICABLE)

Addendum #1 dated _____ Initials ____

Addendum #2 dated _____ Initials ____

Addendum #3 dated _____ Initials ____

BASE BID: _____

ALTERNATE 1: _____

**AFFIDAVIT CERTIFICATION
IMMIGRATION LAWS**

Leon County will not intentionally award County contracts to any contractor who knowingly employs unauthorized alien workers, constituting a violation of the employment provisions contained in 8 U.S.C. Section 1324 A(e) (Section 274a(e) of the Immigration and Nationality Act (INA)).

Leon County may consider the employment by any Contractor of Unauthorized Aliens a violation of Section 274A(e) of the INA. Such violation by the Recipient of the employment provision contained in Section 274A(e) of the INA shall be ground for unilateral cancellation of the contract by Leon County.

BIDDER ATTESTS THAT THEY ARE FULLY COMPLIANT WITH ALL APPLICABLE IMMIGRATION LAWS (SPECIFICALLY TO THE 1986 IMMIGRATION ACT AND SUBSEQUENT AMENDMENTS).

Company Name: _____

Signature: _____ Title: _____

STATE OF _____
COUNTY OF _____

Sworn to and subscribed before me this ____ day of _____, 20__.

Personally known _____
NOTARY PUBLIC

OR Produced identification _____
Notary Public - State of _____

(Type of identification)

My commission expires: _____

Printed, typed, or stamped commissioned name of notary

The signee of this Affidavit guarantees, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.

***LEON COUNTY RESERVES THE RIGHT TO REQUEST SUPPORTING DOCUMENTATION,
AS EVIDENCE OF SERVICES PROVIDED, AT ANY TIME.***

MINORITY AND WOMEN BUSINESS ENTERPRISE (MWBE) PARTICIPATION PLAN FORM

Respondent: _____

All respondents, including Minority Business Enterprises (MBEs) and Women Business Enterprises (WBEs), shall complete and submit this M/WBE Participation Plan with their proposal. Through submission of its bid/proposal, Respondent certifies, acknowledges and agrees that the Participation Level and the Good Faith Efforts herein designated are accurate and true; and, that the individual whose manual signature is on this submission is duly authorized on behalf of the respondent to make such certification.

For the purposes of MWBE participation on Leon County projects, the following definition applies:

A Certified Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) are firms certified by Leon County or the City of Tallahassee. Some firms with MBE or WBE certification by the State of Florida may be accepted under a reciprocal agreement but, those from other governmental organizations are not accepted by Leon County@

DIRECTIONS: Each respondent must designate in Section 3 its level of MWBE participation. If the aspirational targets are not met or exceeded, Section 2 must be completed. All Respondents are to list subcontractors as appropriate in Sections 3 and 4.

SECTION 1 - ASPIRATIONAL TARGET FOR M/WBE PARTICIPATION

The aspirational target for this project is:

Aspirational Target for Construction	
M/WBE Classification	Aspirational Target(s)
Certified Minority Business Enterprises (MBE)	17% of the total anticipated contract value
Certified Women Business Enterprises (WBE)	9% of the total anticipated contract value

SECTION 2 - GOOD FAITH EFFORT

The following list of the good faith efforts criteria complies with Leon County's Purchasing and Minority, Women, and Small Business Enterprise Policy. This criteria is used in the determination of whether a contractor has performed and documented good faith efforts. Also, the basis for rejecting a MWBE deemed unqualified or unacceptable by the Prime Contractor shall be documented and included in the respondent's Good Faith Effort documentation.

1. Please identify all of the following activities that your firm has done as Good Faith Effort in order to secure MWBE participation and submit documentation of such. Failure to designate those actions you have done as Good Faith and provide documentation of all Good Faith Efforts completed by your firm may result in your proposal being determined as non-responsive. Please check the appropriate boxes that apply to your good faith activities:
 - a. Advertised for participation by MWBEs in non-minority and minority publications within the Market area, including a copy of the advertisement and proof of the date(s) it appeared or by sending correspondence, no less than ten (10) days prior to the submission deadline, to all MWBEs referred to the respondent by the MWSBE Division for the goods and services to be subcontracted and/or supplied

- b. Documented that the bidding Prime Contractor provided ample time for potential MBE and/or WBE subcontractors to respond to bid opportunities, including a chart outlining the schedule/time frame used to obtain bids from MBE and WBE Vendors as applicable to the aspirational Target.
- c. Contacted the MWSBE Division for a listing of available MWBEs who provide the services needed for the bid or proposal.
- d. Contacted MBEs and/or WBEs who provide the services needed for the bid or proposal.
- e. Documented follow-up telephone calls with potential M/WBE subcontractors seeking participation.
- f. Allowed potential M/WBE Subcontractors to review bid specifications, blueprints and all other Bid/RFP related items at no charge to the M/WBEs.
- g. Contacted the MWSBE Division, no less than five (5) business days prior to the Bid/RFP deadline, regarding problems the with respondent is having in achieving and/or reaching the aspirational targets.
- h. Other documentation indicating their Good Faith Efforts to meet the aspirational targets. Please provide details below.

- 2. Prime contractors will negotiate in good faith with interested MWSBE's, not rejecting a MWSBE as unqualified or unacceptable without sound business reasons based on a thorough investigation of their capabilities. **The basis for rejecting any MWBE deemed unqualified or unacceptable by the Prime Contractor shall be included in the Good Faith Effort documentation.** The Prime Contractor shall not impose unrealistic conditions of performance on MWSBE's seeking subcontracting opportunities.
- 3. Leon County reserves the right to request supporting documentation as evidence of good faith efforts indicated above at any time. Failure to provide supporting documentation when requested shall deem your bid/proposal as non-responsive.

PARTICIPATION PLAN FORM continued on following pages.

SECTION 3 – RESPONDENT’S PROPOSED MWBE PARTICIPATION

Respondent shall complete the following Table identifying each certified MWBE firm they intend to use on this project. Attach additional sheets as necessary.

MBE and WBE Intended Utilization

Firm’s Name (Requires Leon County or City of Tallahassee MWBE certification) ¹	Firm’s Location Address (Must be in Leon, Gadsden, Jefferson or Wakulla Counties, FL to be certified)	Firm’s Telephone Number	Ethnic Group ² (B, A, H, N, F)	Total Dollar Amount of MWBE Participation	Type of Service to Provide
Minority and Women Business Enterprise(s)					
a.					
b.					
c.					
d.					
e.					
f.					
Total Bid Amount \$		Total MWBE Participation \$			MBE Participation % WBE Participation % <u>(MBE or WBE Participation \$</u> <u>Total Bid \$)</u>
¹ <u>Certification</u> Attach and submit a copy of each MBE and WBE certification with the proposal. ² <u>Ethnic Group</u> Use following abbreviations for MBE’s: African American (B); Asian American (A); Hispanic American (H); and Native American (N). WBEs include Non-Minority Female (F) owned firms.					

SECTION 4 - NON-MWBE SUBCONTRACTORS

Respondent shall complete the following Table identifying non-MBE or WBE's subcontractors it anticipates utilizing on the project.

Non-MBE and WBE Intended Utilization				
Firm's Name	Firm's Address	Firm's Phone #	Total Dollar Amount	Type of Service to Provide
a.				
b.				
c.				
d.				
e.				
f.				
g.				
h.				
i.				

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION STATEMENT

1. The contractors and all subcontractors hereby agree to a commitment to the principles and practices of equal opportunity in employment and to comply with the letter and spirit of federal, state, and local laws and regulations prohibiting discrimination based on race, color, religion, national region, sex, age, handicap, marital status, and political affiliation or belief.
2. The contractor agrees to comply with Executive Order 11246, as amended, and to comply with specific affirmative action obligations contained therein.

Signed: _____

Title: _____

Firm: _____

Address: _____

IDENTICAL TIE BIDS

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

- 1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- 2) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- 3) Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
- 4) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employees will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
- 5) Impose a sanction on, or require the satisfactory participation in a drug assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
- 6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify the following:

(Check one and sign in the space provided.)

_____ This firm complies fully with the above requirements.

_____ This firm does not have a drug free work place program at this time.

Bidder's Signature

Title

Date

CONTRACTOR'S BUSINESS INFORMATION

COMPANY INFORMATION

Name:	
Street Address:	
City, State, Zip:	
Taxpayer ID Number:	
Telephone:	Fax:
Trade Style Name:	

TYPE OF BUSINESS ORGANIZATION (check one)

<input type="checkbox"/>	Sole Proprietorship	<input type="checkbox"/>	Limited Liability Company
<input type="checkbox"/>	General Partnership	<input type="checkbox"/>	Joint Venture
<input type="checkbox"/>	Limited Partnership	<input type="checkbox"/>	Trust
<input type="checkbox"/>	Corporation	<input type="checkbox"/>	Other (specify)
<input type="checkbox"/>	Sub-chapter S Corporation		

State of Incorporation: _____ Date Established: _____

AUTHORIZED SIGNATORIES/NEGOTIATORS

The Bidder represents that the following persons are authorized to sign and/or negotiate contracts and related documents to which the bidder will be duly bound:

Name	Title	Telephone	E-Mail

FLORIDA CONSTRUCTION INDUSTRIES LICENSING BOARD

Please provide the following information for all licenses required by Florida statutes of the Prime Contractor for the performance of the work in this project.

Primary Licensee:	
License Type:	
License Number:	Expiration Date:
Qualified Business License (certificate of authority) number:	
Alternate Licensee:	
License Type:	
License Number:	Expiration Date:

Bidder may use additional sheets to provide information for all applicable licenses and shall provide copies of each license as a part of the bid submittal.

LIST COMPANIES FROM WHOM YOU OBTAIN SURETY BONDS

Surety Company 1

Company Name	
Contact's Name	
Telephone	
Fax	
Address	

Surety Company 2

Company Name	
Contact's Name	
Telephone	
Fax	
Address	

Present Amount of Bonding Coverage (\$):	Has your application for surety bond ever been declined? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(If yes, please provide detailed information on reverse)</i>	During the past 2 years, have you been charged with a failure to meet the claims of your subcontractors or suppliers? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(If yes, please provide detailed information on reverse)</i>
--	---	--

THE UNDERSIGNED, A DULY AUTHORIZED OFFICER OR EMPLOYEE, HEREBY CERTIFIES THAT THE ABOVE INFORMATION IS TRUE AND CORRECT AND HAS HEREUNTO SET HIS SIGNATURE

THIS _____ DAY OF _____, 20__.

By: _____ Title: _____

Printed Name and Title: _____

NON-COLLUSION AFFIDAVIT

The undersigned being first duly sworn as provided by law deposes and says:

1. This Affidavit is made with the knowledge and intent that it is to be filed with the Board of County Commissioners, Leon County, Florida and that it will be relied upon by said County, in any consideration which may give to and any action it may take with respect to this Proposal.
2. The undersigned is authorized to make this Affidavit on behalf of,

(Name of Corporation, Partnership, Individual, etc.)

a _____, formed under the laws of _____
(Type of Business) (State or Province)

of which he/she is _____.
(Sole Owner, partner, president, etc.)

3. Neither the undersigned nor any other person, firm or corporation named in above Paragraph 2, nor anyone else to the knowledge of the undersigned, have themselves solicited or employed anyone else to solicit favorable action for this Proposal by the County, also that no head of any department or employee therein, or any officer of Leon County, Florida is directly interested therein.
4. This Proposal is genuine and not collusive or a sham; the person, firm or corporation named above in Paragraph 2 has not colluded, conspired, connived or agreed directly or indirectly with any bidder or person, firm or corporation, to put in a sham Proposal, or that such other person, firm or corporation, shall refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any person, firm or corporation, to fix the prices of said proposal or proposals of any other bidder; and all statements contained in the proposal or proposals described above are true; and further, neither the undersigned, nor the person, firm or corporation named above in Paragraph 3, has directly or indirectly submitted said proposal or the contents thereof, or divulged information or data relative thereto, to any association or to any member or agent thereof.

AFFIANT'S NAME

AFFIANT'S TITLE

TAKEN, SWORN AND SUBSCRIBED TO BEFORE ME this _____ Day of _____, 20____.

Personally Known _____ Or Produced Identification

Type of Identification

NOTARY PUBLIC
(Print, Type or Stamp Commissioned Name of Notary Public)

My Commission Expires: _____

Required Coverage and Limits

The required types and limits of coverage for this bid/request for proposals are contained within the solicitation package. Be sure to carefully review and ascertain that bidder/proposer either has coverage or will place coverage at these or higher levels.

Required Policy Endorsements and Documentation

Certificate of Insurance will be provided evidencing placement of each insurance policy responding to requirements of the contract.

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the County. At the option of the County, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the County, its officers, officials, employees and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

Endorsements to insurance policies will be provided as follows:

Additional insured (Leon County, Florida, its Officers, employees and volunteers) -
General Liability & Automobile Liability

Primary and not contributing coverage-
General Liability & Automobile Liability

Waiver of Subrogation (Leon County, Florida, its officers, employees and volunteers)- General Liability, Automobile Liability, Workers' Compensation and Employer's Liability

Thirty days advance written notice of cancellation to County - General Liability, Automobile Liability, Worker's Compensation & Employer's Liability.

Please mark the appropriate box:

Coverage is in place Coverage will be placed, without exception

The undersigned declares under penalty of perjury that all of the above insurer information is true and correct.

Name _____
Typed or Printed

Signature _____

Date _____

Title _____
(Company Risk Manager or Manager with Risk Authority)

**CERTIFICATION REGARDING
DEBARMENT, SUSPENSION,
And OTHER RESPONSIBILITY MATTERS
PRIMARY COVERED TRANSACTIONS**

- 1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b) Have not within a three-year period preceding this been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of these offenses enumerated in paragraph (1)(b) of this certification; and
 - d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- 2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.
- 3) No subcontract will be issued for this project to any party which is debarred or suspended from eligibility to receive federally funded contracts.

Signature

Title

Contractor/Firm

Address

CERTIFICATION OF TRADES WORK

This bid has an aspirational trade contractor work target of 85 percent of the dollar value of trade contractor work with local businesses unless the bidder provides proof to the County's satisfaction, that the trade contractor work is not available locally with the Leon, Gadsden, Wakulla or Jefferson County area.

The following definitions shall apply for purposes of this section:

- a. "Local business" shall mean a business which has had a fixed office or distribution point located in and having a street address within Leon, Gadsden, Wakulla, or Jefferson County for at least six (6) months immediately prior to the issuance of the request for competitive bids or request for proposals by the County.
- b. The term trade contractor shall mean a subcontractor who contracts with the prime contractor and whose primary activity is performing specific activities (e.g., pouring concrete, masonry, site preparation, framing, and carpentry, dry wall installation, electrical, plumbing, and painting) in a construction project but is not responsible for the entire project.

The successful contractor, at the time of development of the project schedule of values, shall provide a listing of the trade contractor work to be performed. As the project progresses, the names of the trade contractors performing the work and the dollar value and percentage participation of each shall be provided in a manner to be prescribed by the County.

The Bidder shall complete the following section designating the commitment to trade contractor participation for this project. If the aspirational target of 85 percent of the dollar value of trade contractor work cannot be met, the Bidder shall provide such information necessary to establish that the work is not available from local trade contractors.

-
- Bidder agrees to engage not less than 85 percent of the dollar value of trade contractor work with local businesses.
 - Bidder agrees to engage not less than _____ percent of the dollar value of trade contractor work with local businesses and has explained why the aspirational target cannot be met.

The undersigned is an authorized signatory for the bidder and understands that the commitment made herein shall be a contractual provision of the project for the successful contractor and, further, that if bidder is the successful contractor all prescribed reporting will be done in an accurate and timely manner.

BY _____
(Firm Name)

(Authorized Representative)

(Printed or Typed Name)
DATE _____

Bid Title: Leon County Jail Renovations
Bid Number: BC-02-27-14-11
Opening Date: February 27, 2014

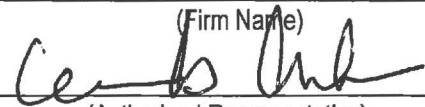
BID RESPONSE SHEET

The Board of County Commissioners, Leon County, reserves the right to accept or reject any and/or all bids in the best interest of Leon County.

Shelly W. Kelley
Purchasing Director

Nicholas Maddox
Chairman

This proposal is submitted by the below named firm/individual by the undersigned authorized representative.

	<u>Advon Corporation</u>
	(Firm Name)
BY	<u></u>
	(Authorized Representative)
	<u>William G. Graham, President</u>
	(Printed or Typed Name)
ADDRESS	<u>1300 Timberlane Road</u>
	<u>Tallahassee, FL 32312</u>
EMAIL ADDRESS	<u>estimating@advonconstruction.com</u>
TELEPHONE	<u>(850) 727-7626</u>
FAX	<u>(850) 807-2529</u>

ADDENDA ACKNOWLEDGMENTS: (IF APPLICABLE)

Addendum #1 dated 02/21/2014 Initials WGG

Addendum #2 dated _____ Initials _____

Addendum #3 dated _____ Initials _____

BASE BID: # 1319940.00

ALTERNATE 1: 260000.00

BID BOND

Bond No: Bid Bond

CONTRACTOR:

(Name, legal status and address)

Advon Corporation
1300 Timberlane Rd
Tallahassee, FL 32312

SURETY:

(Name, legal status and principal place of business)

**The Hartford - Bond Claim Department
One Hartford Plaza, T-4
Hartford, CT 06155**

OWNER:

(Name, legal status and address)

Leon County Florida Board of County Commissioners
1800-3 N. Blair Stone Road
Tallahassee, FL 32308

BOND AMOUNT: 5% Five Percent of Amount Bid

PROJECT:

(Name, location or address, and Project number, if any)

Bid #BC-02-27-14-11, Leon County Jail Renovations, Tallahassee, FL

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

The Company executing this bond vouches that this document conforms to the American Institute of Architects Document A310, 2010 edition

1

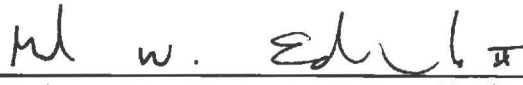
Signed and sealed this 20th day of February, 2014.

Advon Corporation

By: 
(Principal) (Seal)

President
(Title)

Hartford Casualty Insurance Company

By: 
(Surety) (Seal)

Mark W. Edwards, II Attorney-in-Fact
(Title)


(Witness)


(Witness) Heatherly Marlow

The Company executing this bond vouches that this document conforms to the American Institute of Architects Document A310, 2010 edition

POWER OF ATTORNEY

THE HARTFORD
Bond T-4
One Hartford Plaza
Hartford, Connecticut 06155
call: 888-266-3488 or fax: 860-757-5835

KNOW ALL PERSONS BY THESE PRESENTS THAT:

Agency Code: 21-250036

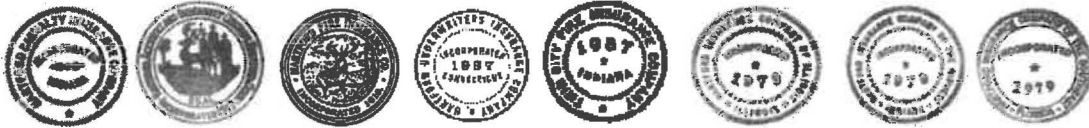
- Hartford Fire Insurance Company, a corporation duly organized under the laws of the State of Connecticut
- Hartford Casualty Insurance Company, a corporation duly organized under the laws of the State of Indiana
- Hartford Accident and Indemnity Company, a corporation duly organized under the laws of the State of Connecticut
- Hartford Underwriters Insurance Company, a corporation duly organized under the laws of the State of Connecticut
- Twin City Fire Insurance Company, a corporation duly organized under the laws of the State of Indiana
- Hartford Insurance Company of Illinois, a corporation duly organized under the laws of the State of Illinois
- Hartford Insurance Company of the Midwest, a corporation duly organized under the laws of the State of Indiana
- Hartford Insurance Company of the Southeast, a corporation duly organized under the laws of the State of Florida

having their home office in Hartford, Connecticut (hereinafter collectively referred to as the "Companies") do hereby make, constitute and appoint, **up to the amount of** Unlimited :

R.E. Daniels, Shelby E. Daniels of Pensacola FL; Robert M. Verdin of Metarie LA; Robert Read Davis of Atlanta GA; Mark W. Edwards II, Jeffrey M. Wilson, Ronald B. Giadrosich, Alisa B. Ferris, Robert R. Freel, Evondia H. Woessner of BIRMINGHAM, Alabama

their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign its name as surety(ies) only as delineated above by , and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

In Witness Whereof, and as authorized by a Resolution of the Board of Directors of the Companies on August 1, 2009, the Companies have caused these presents to be signed by its Vice President and its corporate seals to be hereto affixed, duly attested by its Assistant Secretary. Further, pursuant to Resolution of the Board of Directors of the Companies, the Companies hereby unambiguously affirm that they are and will be bound by any mechanically applied signatures applied to this Power of Attorney.



Wesley W. Cowling

Wesley W. Cowling, Assistant Secretary

M. Ross Fisher

M. Ross Fisher, Vice President

STATE OF CONNECTICUT }
COUNTY OF HARTFORD } ss. Hartford

On this 12th day of July, 2012, before me personally came M. Ross Fisher, to me known, who being by me duly sworn, did depose and say: that he resides in the County of Hartford, State of Connecticut; that he is the Vice President of the Companies, the corporations described in and which executed the above instrument; that he knows the seals of the said corporations; that the seals affixed to the said instrument are such corporate seals; that they were so affixed by authority of the Boards of Directors of said corporations and that he signed his name thereto by like authority.



CERTIFICATE

Kathleen T. Maynard

Kathleen T. Maynard
Notary Public

My Commission Expires July 31, 2016

I, the undersigned, Vice President of the Companies, DO HEREBY CERTIFY that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is still in full force effective as of February 20, 2014.

Signed and sealed at the City of Hartford.



Gary W. Stumper

Gary W. Stumper, Vice President

Bid Title: Leon County Jail Renovations
Bid Number: BC-02-27-14-11
Opening Date: February 27, 2014

**AFFIDAVIT CERTIFICATION
IMMIGRATION LAWS**

Leon County will not intentionally award County contracts to any contractor who knowingly employs unauthorized alien workers, constituting a violation of the employment provisions contained in 8 U.S.C. Section 1324 A(e) {Section 274a(e) of the Immigration and Nationality Act (INA@).

Leon County may consider the employment by any Contractor of Unauthorized Aliens a violation of Section 274A(e) of the INA. **Such violation by the Recipient of the employment provision contained in Section 274A(e) of the INA shall be ground for unilateral cancellation of the contract by Leon County.**

BIDDER ATTESTS THAT THEY ARE FULLY COMPLIANT WITH ALL APPLICABLE IMMIGRATION LAWS (SPECIFICALLY TO THE 1986 IMMIGRATION ACT AND SUBSEQUENT AMENDMENTS).

Company Name: Advon Corporation

Signature: [Handwritten Signature] Title: William G. Graham, President

STATE OF FLORIDA
COUNTY OF LEON

Sworn to and subscribed before me this 27 day of February, 2014.

Personally known ✓

[Handwritten Signature]
NOTARY PUBLIC

OR Produced identification _____

Notary Public - State of FLORIDA

(Type of identification)

My commission expires: 12 September 2017



Shari Erwin
Printed, typed, or stamped commissioned name of notary

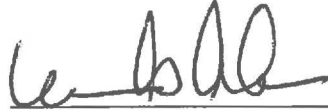
The signee of this Affidavit guarantees, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.

**LEON COUNTY RESERVES THE RIGHT TO REQUEST SUPPORTING DOCUMENTATION,
AS EVIDENCE OF SERVICES PROVIDED, AT ANY TIME.**

Bid Title: Leon County Jail Renovations
Bid Number: BC-02-27-14-11
Opening Date: February 27, 2014

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION STATEMENT

1. The contractors and all subcontractors hereby agree to a commitment to the principles and practices of equal opportunity in employment and to comply with the letter and spirit of federal, state, and local laws and regulations prohibiting discrimination based on race, color, religion, national region, sex, age, handicap, marital status, and political affiliation or belief.
2. The contractor agrees to comply with Executive Order 11246, as amended, and to comply with specific affirmative action obligations contained therein.

Signed:  _____
Title: William G. Graham, President
Firm: Advon Corporation
1300 Timberlane Road
Address: Tallahassee, FL 32312

Bid Title: Leon County Jail Renovations
Bid Number: BC-02-27-14-11
Opening Date: February 27, 2014

IDENTICAL TIE BIDS

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

- 1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- 2) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- 3) Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
- 4) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employees will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
- 5) Impose a sanction on, or require the satisfactory participation in a drug assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
- 6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify the following:

(Check one and sign in the space provided.)

This firm complies fully with the above requirements.

This firm does not have a drug free work place program at this time.



Bidder's Signature

William G. Graham, President

Title

27 February 2014

Date

Bid Title: Leon County Jail Renovations
Bid Number: BC-02-27-14-11
Opening Date: February 27, 2014

Required Coverage and Limits

The required types and limits of coverage for this bid/request for proposals are contained within the solicitation package. Be sure to carefully review and ascertain that bidder/proposer either has coverage or will place coverage at these or higher levels.

Required Policy Endorsements and Documentation

Certificate of Insurance will be provided evidencing placement of each insurance policy responding to requirements of the contract.

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the County. At the option of the County, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the County, its officers, officials, employees and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

Endorsements to insurance policies will be provided as follows:

Additional insured (Leon County, Florida, its Officers, employees and volunteers) -
General Liability & Automobile Liability

Primary and not contributing coverage-
General Liability & Automobile Liability

Waiver of Subrogation (Leon County, Florida, its officers, employees and volunteers)- General Liability, Automobile Liability, Workers' Compensation and Employer's Liability

Thirty days advance written notice of cancellation to County - General Liability, Automobile Liability, Worker's Compensation & Employer's Liability.

Please mark the appropriate box:

Coverage is in place Coverage will be placed, without exception

The undersigned declares under penalty of perjury that all of the above insurer information is true and correct.

Name William G. Graham
Typed or Printed

Signature 

Date 27 February 2014

Title President
(Company Risk Manager or Manager with Risk Authority)

Bid Title: Leon County Jail Renovations
 Bid Number: BC-02-27-14-11
 Opening Date: February 27, 2014

CONTRACTOR'S BUSINESS INFORMATION

COMPANY INFORMATION

Name: Advon Corporation	
Street Address: 1300 Timberlane Road	
City, State, Zip: Tallahassee, FL 32312	
Taxpayer ID Number: 27-1623997	
Telephone: (850) 727-7626	Fax: (850) 807-2529
Trade Style Name: General Contractor	

TYPE OF BUSINESS ORGANIZATION (check one)

<input type="checkbox"/>	Sole Proprietorship	<input type="checkbox"/>	Limited Liability Company
<input type="checkbox"/>	General Partnership	<input type="checkbox"/>	Joint Venture
<input type="checkbox"/>	Limited Partnership	<input type="checkbox"/>	Trust
<input type="checkbox"/>	Corporation	<input type="checkbox"/>	Other (specify)
<input checked="" type="checkbox"/>	Sub-chapter S Corporation		

State of Incorporation: Florida Date Established: 07 December 2009

AUTHORIZED SIGNATORIES/NEGOTIATORS

The Bidder represents that the following persons are authorized to sign and/or negotiate contracts and related documents to which the bidder will be duly bound:

Name	Title	Telephone	E-Mail
William G. Graham	President	(850)727-7626	bgraham@advonconstruction.com
Scott Brooks	Vice President	(850)727-7626	sbrooks@advonconstruction.com

Bid Title: Leon County Jail Renovations
Bid Number: BC-02-27-14-11
Opening Date: February 27, 2014

FLORIDA CONSTRUCTION INDUSTRIES LICENSING BOARD

Please provide the following information for all licenses required by Florida statutes of the Prime Contractor for the performance of the work in this project.

Primary Licensee: William G. Graham	
License Type: General Contractor	
License Number: CGC026737	Expiration Date: 31 August 2014
Qualified Business License (certificate of authority) number:	
Alternate Licensee:	
License Type:	
License Number:	Expiration Date:

Bidder may use additional sheets to provide information for all applicable licenses and shall provide copies of each license as a part of the bid submittal.

LIST COMPANIES FROM WHOM YOU OBTAIN SURETY BONDS

Surety Company 1

Company Name	McGriff, Seibels & Williams, Inc.
Contact's Name	Mark Edwards
Telephone	(205) 252-9871
Fax	(205) 581-9463
Address	2211 7th Avenue South Birmingham, AL 35233

Surety Company 2

Company Name	
Contact's Name	
Telephone	
Fax	
Address	

Bid Title: Leon County Jail Renovations
Bid Number: BC-02-27-14-11
Opening Date: February 27, 2014

Present Amount of Bonding Coverage (\$): \$1,091,355	Has your application for surety bond ever been declined? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>(If yes, please provide detailed information on reverse)</i>	During the past 2 years, have you been charged with a failure to meet the claims of your subcontractors or suppliers? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>(If yes, please provide detailed information on reverse)</i>
---	--	---

THE UNDERSIGNED, A DULY AUTHORIZED OFFICER OR EMPLOYEE, HEREBY CERTIFIES THAT THE ABOVE INFORMATION IS TRUE AND CORRECT AND HAS HEREUNTO SET HIS SIGNATURE

THIS 27 DAY OF February, 2014.

By:  Title: President

Printed Name and Title: William G. Graham, President

Bid Title: Leon County Jail Renovations
Bid Number: BC-02-27-14-11
Opening Date: February 27, 2014

NON-COLLUSION AFFIDAVIT

The undersigned being first duly sworn as provided by law deposes and says:

1. This Affidavit is made with the knowledge and intent that it is to be filed with the Board of County Commissioners, Leon County, Florida and that it will be relied upon by said County, in any consideration which may give to and any action it may take with respect to this Proposal.

2. The undersigned is authorized to make this Affidavit on behalf of,

Advon Corporation

(Name of Corporation, Partnership, Individual, etc.)

a General Contractor

(Type of Business)

, formed under the laws of Florida

(State or Province)

of which he/she is William G. Graham, President

(Sole Owner, partner, president, etc.)

3. Neither the undersigned nor any other person, firm or corporation named in above Paragraph 2, nor anyone else to the knowledge of the undersigned, have themselves solicited or employed anyone else to solicit favorable action for this Proposal by the County, also that no head of any department or employee therein, or any officer of Leon County, Florida is directly interested therein.

4. This Proposal is genuine and not collusive or a sham; the person, firm or corporation named above in Paragraph 2 has not colluded, conspired, connived or agreed directly or indirectly with any bidder or person, firm or corporation, to put in a sham Proposal, or that such other person, firm or corporation, shall refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any person, firm or corporation, to fix the prices of said proposal or proposals of any other bidder; and all statements contained in the proposal or proposals described above are true; and further, neither the undersigned, nor the person, firm or corporation named above in Paragraph 3, has directly or indirectly submitted said proposal or the contents thereof, or divulged information or data relative thereto, to any association or to any member or agent thereof.

William G. Graham

AFFIANT'S NAME

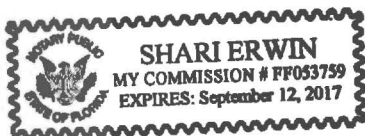
William G. Graham, President

AFFIANT'S TITLE

TAKEN, SWORN AND SUBSCRIBED TO BEFORE ME this 27 Day of February 2014.

Personally Known Or Produced Identification

Type of Identification



Shari Erwin
NOTARY PUBLIC
(Print, Type or Stamp Commissioned Name of Notary Public)

My Commission Expires: 12 September 2017

Bid Title: Leon County Jail Renovations
Bid Number: BC-02-27-14-11
Opening Date: February 27, 2014

**CERTIFICATION REGARDING
DEBARMENT, SUSPENSION,
And OTHER RESPONSIBILITY MATTERS
PRIMARY COVERED TRANSACTIONS**

- 1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b) Have not within a three-year period preceding this been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of these offenses enumerated in paragraph (1)(b) of this certification; and
 - d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- 2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.
- 3) No subcontract will be issued for this project to any party which is debarred or suspended from eligibility to receive federally funded contracts.



Signature

William G. Graham, President

Title

Advon Corporation

Contractor/Firm
1300 Timberlane Road

Tallahassee, FL 32312

Address

Bid Title: Leon County Jail Renovations
Bid Number: BC-02-27-14-11
Opening Date: February 27, 2014

CERTIFICATION OF TRADES WORK

This bid has an aspirational trade contractor work target of 85 percent of the dollar value of trade contractor work with local businesses unless the bidder provides proof to the County's satisfaction, that the trade contractor work is not available locally with the Leon, Gadsden, Wakulla or Jefferson County area.

The following definitions shall apply for purposes of this section:

- a. "Local business" shall mean a business which has had a fixed office or distribution point located in and having a street address within Leon, Gadsden, Wakulla, or Jefferson County for at least six (6) months immediately prior to the issuance of the request for competitive bids or request for proposals by the County.
- b. The term "trade contractor" shall mean a subcontractor who contracts with the prime contractor and whose primary activity is performing specific activities (e.g., pouring concrete, masonry, site preparation, framing, and carpentry, dry wall installation, electrical, plumbing, and painting) in a construction project but is not responsible for the entire project.


The successful contractor, at the time of development of the project schedule of values, shall provide a listing of the trade contractor work to be performed. As the project progresses, the names of the trade contractors performing the work and the dollar value and percentage participation of each shall be provided in a manner to be prescribed by the County.

The Bidder shall complete the following section designating the commitment to trade contractor participation for this project. If the aspirational target of 85 percent of the dollar value of trade contractor work cannot be met, the Bidder shall provide such information necessary to establish that the work is not available from local trade contractors.

-
- Bidder agrees to engage not less than 85 percent of the dollar value of trade contractor work with local businesses.
 - Bidder agrees to engage not less than _____ percent of the dollar value of trade contractor work with local businesses and has explained why the aspirational target cannot be met.

The undersigned is an authorized signatory for the bidder and understands that the commitment made herein shall be a contractual provision of the project for the successful contractor and, further, that if bidder is the successful contractor all prescribed reporting will be done in an accurate and timely manner.

BY Advon Corporation

 (Firm Name)


 (Authorized Representative)
William G. Graham, President

 (Printed or Typed Name)
 DATE 27 February 2014

Bid Title: Leon County Jail Renovations
Bid Number: BC-02-27-14-11
Opening Date: February 27, 2014

LOCAL VENDOR CERTIFICATION

The undersigned, as a duly authorized representative of the vendor listed herein, certifies to the best of his/her knowledge and belief, that the vendor meets the definition of a "Local Business." For purposes of this section, "local business" shall mean a business which:

- a) Has had a fixed office or distribution point located in and having a street address within Leon, Gadsden, Wakulla, or Jefferson County for at least six (6) months immediately prior to the issuance of the request for competitive bids or request for proposals by the County; and
- b) Holds any business license required by Leon County (or one of the other local counties), and, if applicable, the City of Tallahassee; and
- c) Is the principal offeror who is a single offeror; a business which is the prime contractor and not a subcontractor; or a partner or joint venturer submitting an offer in conjunction with other businesses?

Please complete the following in support of the self-certification and submit copies of your County and City business licenses. Failure to provide the information requested will result in denial of certification as a local business.

Business Name: Advon Corporation	
Current Local Address: 1300 Timberlane Road Tallahassee, FL 32312	Phone: (850)727-7626 Fax: (850)807-2529
If the above address has been for less than six months, please provide the prior address.	
Length of time at this address:	
Home Office Address: Same As Above	Phone: Fax:

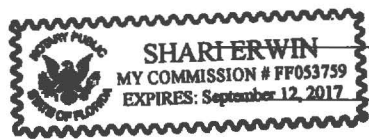
William Graham Signature of Authorized Representative 27 FEB 14 Date

STATE OF FLORIDA
 COUNTY OF LEON

The foregoing instrument was acknowledged before me this 27 day of FEBRUARY, 2014
 By WILLIAM GRAHAM of ADVON CORPORATION
(Name of officer or agent, title of officer or agent) (Name of corporation acknowledging)
 a FLORIDA Corporation, on behalf of the corporation. He/she is personally known to me
(State or place of incorporation)
 or has produced PERSONALLY KNOWN as identification.

Return Completed form with supporting documents to:

Leon County Purchasing Division
 1800-3 N. Blair Stone Road
 Tallahassee, Florida 32308



Shari Erwin
 Print, Type or Stamp Name of Notary
ADMINISTRATIVE ASSISTANT
 Title or Rank
 Serial Number, If Any

BOARD OF COUNTY COMMISSIONERS

Inter-Office Memorandum

Date: March 14, 2014

To: Jeff Williams, Facilities Superintendent
Department of Facilities Management

From: Shanea Y. Wilks, Director
Minority, Women, & Small Business Enterprise (MWSBE) Division
Economic Development and Business Partnerships

Subject: M/WBE Analysis for the Leon County Jail Renovations Project (BC-02-27-14-11)

The MWSBE Division reviewed the M/WBE Participation Plans for the following five (5) firms to determine if the 17% MBE and 9% WBE Aspirational Targets were achieved for the Leon County Jail Renovations Project.

Advon Corporation did not meet the M/WBE Aspirational Targets prescribed for this project, but did complete the Good Faith Effort form. **Cathey Construction & Development, LLC** did not meet the M/WBE Aspirational Targets prescribed for this project, but did complete the Good Faith Effort form. **PSBI, Inc.** met the MBE Aspirational Target prescribed for this project, did not meet the WBE Aspirational Target, but did not complete the Good Faith Effort form. **RAM Construction & Development, LLC** did not meet the M/WBE Aspirational Targets prescribed for this project by not identifying any M/WBE firms to be utilized for this project; however, the Good Faith Effort form was completed as required. **CSI Contracting, Inc.** met the 17% MBE and 9% WBE Aspirational Targets prescribed for this project; therefore, the Good Faith Effort Statement is not required.

Advon Corporation did not meet the M/WBE Aspirational Targets prescribed for this project, but did complete the Good Faith Effort form. *If Advon Corporation is awarded the project, staff is recommending that Advon Corporation continue its Good Faith Efforts to increase their MWBE participation.* The M/WBE firms listed below are the firms **Advon Corporation** identified within their MWBE Participation Plan Form.

Total Base Bid Amount	\$1,319,940.00				
Alternative Base Bid	\$260,000.00				
Name of M/WBE Firms	Race/Gender	Certifying Agency	Goods and Services	M/WBE Dollars	M/WBE Utilization
A.T. Home Contractors, Inc.	Non-Minority Female	Leon County	Plaster Ceilings	\$59,472.00	4.51%
Total M/WBE Dollars				\$59,472.00	
Total M/WBE Utilization Percentage					4.51%

Cathey Construction & Development, LLC did not meet the M/WBE Aspirational Targets prescribed for this project, but did complete the Good Faith Effort form. The M/WBE firms listed below are the firms **Cathey Construction & Development, LLC** identified within their MWBE Participation Plan Form.

Total Base Bid Amount	\$1,325,000.00				
Alternative Base Bid	\$123,925.00				
Name of M/WBE Firms	Race/Gender	Certifying Agency	Goods and Services	M/WBE Dollars	M/WBE Utilization
Big Bend Rebar, Inc.	Non-Minority Female	City of Tallahassee	Rebar Supplier	\$2,000.00	0.15%
Concrete Services Unlimited, Inc.	African American Male	City of Tallahassee	Concrete Subcontractor	\$6,150.00	0.46%
Total M/WBE Dollars				\$8,150.00	
Total M/WBE Utilization Percentage					0.61%

PSBI, Inc. met the MBE Aspirational Target prescribed for this project, did not meet the WBE Aspirational Target, and did not complete the Good Faith Effort form. The M/WBE firms listed below are the firms **PSBI, Inc.** identified within their MWBE Participation Plan Form.

Total Base Bid Amount	\$1,429,863.00				
Alternative Base Bid	\$126,588.00				
Name of M/WBE Firms	Race/Gender	Certifying Agency	Goods and Services	M/WBE Dollars	M/WBE Utilization
Blue Chip Construction Company	African American Male	City of Tallahassee	Demo, Masonry, Carpentry, & Plaster	\$244,565.00	17.10%
Blue Chip Construction Company	African American Male	City of Tallahassee	Storefront & Misc. Specialties	\$145,266.00	10.16%
Tallahassee Welding & Machine Shop, Inc.	Non-Minority Female	City of Tallahassee	Structural Steel	\$13,200.00	0.92%
Total M/WBE Dollars				\$403,031.00	
Total M/WBE Utilization Percentage					28.18%

RAM Construction & Development, LLC did not meet the M/WBE Aspirational Targets prescribed for this project by not identifying any M/WBE firms to be utilized for this project; however, the Good Faith Effort form was completed as required.

Total Base Bid Amount	\$1,647,000.00				
Alternative Base Bid	\$48,000.00				
Name of M/WBE Firms	Race/Gender	Certifying Agency	Goods and Services	M/WBE Dollars	M/WBE Utilization
No firms are identified on the Respondent's Proposed MWBE Participation Plan.	N/A	N/A	N/A	\$0.00	0%
Total M/WBE Dollars				\$0.00	
Total M/WBE Utilization Percentage					0%

CSI Contracting, Inc. met the 17% MBE and 9% WBE Aspirational Targets prescribed for this project; therefore, the Good Faith Effort Statement is not required.

Total Base Bid Amount	\$2,006,562.00				
Alternative Base Bid	\$264,200.00				
Name of M/WBE Firms	Race/Gender	Certifying Agency	Goods and Services	M/WBE Dollars	M/WBE Utilization
Professional Electrical Systems, Inc.	African American Male	City of Tallahassee	Electrical	\$199,556.00	9.95%
Solomon Painting and Pressure Washing Services	African American Male	City of Tallahassee	Painting & Caulking	\$124,000.00	6.18%
Suzanne Diambra Landscaping, Inc.	Non-Minority Female	City of Tallahassee	Masonry, Demo, & Frames	\$180,725.00	9.01%
Concrete Services Unlimited, Inc.	African American Male	City of Tallahassee	Concrete & Demo	\$22,100.00	1.10%
Total M/WBE Dollars				\$526,381.00	
Total M/WBE Utilization Percentage					26.24%

Bid Title: Leon County Jail Renovations
 Bid Number: BC-02-27-14-11
 Opening Date: February 27, 2014

MINORITY AND WOMEN BUSINESS ENTERPRISE (MWBE) PARTICIPATION PLAN FORM

Respondent: Advon Corporation

All respondents, including Minority Business Enterprises (MBEs) and Women Business Enterprises (WBEs), shall complete and submit this M/WBE Participation Plan with their proposal. Through submission of its bid/proposal, Respondent certifies, acknowledges and agrees that the Participation Level and the Good Faith Efforts herein designated are accurate and true; and, that the individual whose manual signature is on this submission is duly authorized on behalf of the respondent to make such certification.

For the purposes of MWBE participation on Leon County projects, the following definition applies:

A Certified Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) are firms certified by Leon County or the City of Tallahassee. Some firms with MBE or WBE certification by the State of Florida may be accepted under a reciprocal agreement but, those from other governmental organizations are not accepted by Leon County.

DIRECTIONS: Each respondent must designate in Section 3 its level of MWBE participation. If the aspirational targets are not met or exceeded, Section 2 must be completed. All Respondents are to list subcontractors as appropriate in Sections 3 and 4.

SECTION 1 - ASPIRATIONAL TARGET FOR MWBE PARTICIPATION

The aspirational target for this project is:

Aspirational Target for Construction	
M/WBE Classification	Aspirational Target(s)
Certified Minority Business Enterprises (MBE)	17% of the total anticipated contract value
Certified Women Business Enterprises (WBE)	9% of the total anticipated contract value

SECTION 2 - GOOD FAITH EFFORT

The following list of the good faith efforts criteria complies with Leon County's Purchasing and Minority, Women, and Small Business Enterprise Policy. This criteria is used in the determination of whether a contractor has performed and documented good faith efforts. Also, the basis for rejecting a MWBE deemed unqualified or unacceptable by the Prime Contractor shall be documented and included in the respondent's Good Faith Effort documentation.

1. Please identify all of the following activities that your firm has done as Good Faith Effort in order to secure MWBE participation and submit documentation of such. Failure to designate those actions you have done as Good Faith and provide documentation of all Good Faith Efforts completed by your firm may result in your proposal being determined as non-responsive. Please check the appropriate boxes that apply to your good faith activities:
 - a. Advertised for participation by MWBEs in non-minority and minority publications within the Market area, including a copy of the advertisement and proof of the date(s) it appeared or by sending correspondence, no less than ten (10) days prior to the submission deadline, to all MWBEs referred to the respondent by the MWSBE Division for the goods and services to be subcontracted and/or supplied

Bid Title: Leon County Jail Renovations
Bid Number: BC-02-27-14-11
Opening Date: February 27, 2014

- b. Documented that the bidding Prime Contractor provided ample time for potential MBE and/or WBE subcontractors to respond to bid opportunities, including a chart outlining the schedule/time frame used to obtain bids from MBE and WBE Vendors as applicable to the aspirational Target.
- c. Contacted the MWSBE Division for a listing of available MWBEs who provide the services needed for the bid or proposal.
- d. Contacted MBEs and/or WBEs who provide the services needed for the bid or proposal.
- e. Documented follow-up telephone calls with potential M/WBE subcontractors seeking participation.
- f. Allowed potential M/WBE Subcontractors to review bid specifications, blueprints and all other Bid/RFP related items at no charge to the M/WBEs.
- g. Contacted the MWSBE Division, no less than five (5) business days prior to the Bid/RFP deadline, regarding problems the with respondent is having in achieving and/or reaching the aspirational targets.
- h. Other documentation indicating their Good Faith Efforts to meet the aspirational targets. Please provide details below.

See attached spreadsheet documenting additional efforts to meet the aspirational targets.

- 2. Prime contractors will negotiate in good faith with interested MWSBE's, not rejecting a MWSBE as unqualified or unacceptable without sound business reasons based on a thorough investigation of their capabilities. **The basis for rejecting any MWBE deemed unqualified or unacceptable by the Prime Contractor shall be included in the Good Faith Effort documentation.** The Prime Contractor shall not impose unrealistic conditions of performance on MWSBE's seeking subcontracting opportunities.
- 3. Leon County reserves the right to request supporting documentation as evidence of good faith efforts indicated above at any time. Failure to provide supporting documentation when requested shall deem your bid/proposal as non-responsive.

PARTICIPATION PLAN FORM continued on following pages.

Bid Title: Leon County Jail Renovations
 Bid Number: BC-02-27-14-11
 Opening Date: February 27, 2014

SECTION 3 – RESPONDENT’S PROPOSED MWBE PARTICIPATION

Respondent shall complete the following Table identifying each certified MWBE firm they intend to use on this project. Attach additional sheets as necessary.

MWBE and WBE Intended Utilization

Firm's Name (Requires Leon County or City of Tallahassee MWBE certification) ¹	Firm's Location Address (Must be in Leon, Gadsden, Jefferson or Wakulla Counties, FL to be certified)	Firm's Telephone Number	Ethnic Group ² (B, A, H, N, F)	Total Dollar Amount of MWBE Participation	Type of Service to Provide
Minority and Women Business Enterprise(s)					
a. AT HOME CONTRACTORS	TALLAHASSEE, FL	(850) 386-4008	F	\$59,472	PLASTER CEILING
b.					
c.					
d.					
e.					
f.					
Total Bid Amount \$ 1,319,940		Total MWBE Participation \$ 59,472		MWBE Participation % 0 WBE Participation % 4 (MWBE or WBE Participation \$ 59,472) Total Bid \$ 1,319,940	
¹ Certification Attach and submit a copy of each MWBE and WBE certification with the proposal. ² Ethnic Group Use following abbreviations for MWBE's: African American (B); Asian American (A); Hispanic American (H); and Native American (N). WBEs include Non-Minority Female (F) owned firms.					

Bid Title: Leon County Jail Renovations
 Bid Number: BC-02-27-14-11
 Opening Date: February 27, 2014

SECTION 4 - NON-MWBE SUBCONTRACTORS

Respondent shall complete the following Table identifying non-MBE or WBE's subcontractors it anticipates utilizing on the project.

Non-MBE and WBE Intended Utilization				
Firm's Name	Firm's Address	Firm's Phone #	Total Dollar Amount	Type of Service to Provide
a. MILLER GLASS	TALL, FL	850-425-4422	\$33,745 ⁰⁰	STORE FRONT GLASS
b. C.A. OWENS	FREEPORT FL	850-835-7456	\$144,100 ⁰⁰	DETENTION DRS
c. DOWDY PLUMBING	TALL, FL	850-656-1211	\$159,000 ⁰⁰	PLUMBING
d. METRO ELEC. SERV.	TALL, FL	850-222-2804	\$99,425 ⁰⁰	ELECTRICAL
e. CES	TALL, FL	850-575-9996	63,645 ⁰⁰	MEDIA/MAIL
f.				
g.				
h.				
i.				

ADVON CORPORATION-Bid Title: Leon County Jail Renovations Bid No: BC-02-27-14-11

Table of Contents - SECTION 2 - GOOD FAITH EFFORT

A. Advertised for participation by MWBEs in non-minority and minority publications within the Market area, including a copy of the advertisement and proof of the date(s) it appeared B or by sending correspondence, no less than ten (10) days prior to the submission deadline, to all MWBEs referred to the respondent by the MWSBE Division for the goods and services to be subcontracted and/or supplied

1. Please see attached The Blue Book advertisement of the invitation to bid that was posted 02/10/14.

2. Please see attached Power Tools Construction Software Spreadsheet that list what MWBE's were sent Advon's Invitation to Bid on 02/06/2014

B. Documented that the bidding Prime Contractor provided ample time for potential MBE and/or WBE subcontractors to respond to bid opportunities, including a chart outlining the schedule/time frame used to obtain bids from MBE and WBE Vendors as applicable to the aspirational Target.

1. Please see attached spreadsheet that includes the day the MWBE's were emailed the invitation to bid and the day a follow-up call was made.

C. Contacted the MWSBE Division for a listing of available MWBEs who provide the services needed for the bid or proposal.

1. Please see attached spreadsheet that includes the days and methods the Leon County MWBE office was contacted.

D. Contacted MBEs and/or WBEs who provide the services needed for the bid or proposal.

1. Please see attached spreadsheet that includes the day the MWBE's were emailed the invitation to bid and the day a follow-up call was made.

E. Documented follow-up telephone calls with potential M/WBE subcontractors seeking participation.

1. Please see attached spreadsheet that includes the day the MWBE's were called.

F. Allowed potential M/WBE Subcontractors to review bid specifications, blueprints and all other Bid/RFP related items at no charge to the M/WBEs.

1. Please see attached Invitations to bid that provided a link with a username and password where the MWBE's could access project information which included specifications, drawings and other Bid/RFP related items.

G. Contacted the MWSBE Division, no less than five (5) business days prior to the Bid/RFP deadline, regarding problems the with respondent is having in achieving and/or reaching the aspirational targets.

1. Please see attached spreadsheet that includes the days and methods the Leon County MWBE office was contacted.

H. Other documentation indicating their Good Faith Efforts to meet the aspirational targets. Please provide details below.

1. See attached spreadsheet documenting additional efforts to meet the aspirational targets.



INVITATION TO BID

Advon Corporation cordially invites your company to Bid the following Project with us:

Project: Leon County Jail Renovations
Location: Tallahassee, Florida

The scope of work for this project consists of the following Divisions of Work:

Demolition	CIP Concrete	Masonry
Misc. Metals	Rough Carpentry	HVAC
Door, Frames & Hardware	Glass & Glazing	Electrical
Painting	Resinous Flooring	Window Treatments
Fire Protection	Plumbing	
Architectural Woodwork	Gypsum Board Assemblies	

Plans and Specifications are available via Advon Corporation's FTP site and can be accessed by following the directions below:

- 1) Click on the link below or insert the address into address line of your web browser: <ftp://mail.advonconstruction.com>
- 2) Enter the following username and passwords (they are case sensitive)

Username: advonFTP
Password: @dvonFTP

- 3) Click on the Leon County Jail Renovations.

Please submit your bid proposal by no later than **February 27, 2014 @ 10am EST**. Bid proposals can be transmitted via email to estimating@advonconstruction.com or via fax to (850) 807-2529.

If you have any questions please send an email to estimating@advonconstruction.com or contact Scott Brooks at (850) 727-7626 or (850)528-2350.

Invitation to Bid

Title: Leon County Jail Renovations
From: Bill Graham, Advon Corp.
(850) 727-7626, estimating@advonconstruction.com
Bids Due: 02/27/2014 at 10:00 AM Eastern

Advon Corp.

Project Details

Project Title: Leon County Jail Renovations
Type & Structure: Alterations / Renovations, Jail / Prison
Status: Bidding-General Contractor

Location: 535 Appleyard Drive
Tallahassee, FL 32303

Bids Due: 02/27/2014 at 10:00 AM Eastern

Details: Number of Buildings: 1 Stories Above Ground: 1
Stories Below Ground: 1

Scope of Work: INVITATION TO BID

Advon Corporation cordially invites your company to Bid the following Project with us:

Project: Leon County Jail Renovations
Location: Tallahassee, Florida

The scope of work for this project consists of the following Divisions of Work:

Demolition CIP Concrete Masonry
Misc. Metals Rough Carpentry HVAC
Door, Frames & Hardware Glass & Glazing Electrical
Painting Resinous Flooring Window Treatments
Fire Protection Plumbing
Architectural Woodwork Gypsum Board Assemblies

MWBE CONTRACTORS ARE ENCOURAGED TO PARTICIPATE IN THIS SOLICITATION.

Plans and Specifications are available via Advon Corporation's FTP site and can be accessed by following the directions below:

- 1) Click on the link below or insert the address into address line of your web browser:
<ftp://mail.advonconstruction.com>
- 2) Enter the following username and passwords (they are case sensitive)

Username: advonFTP
Password: @dvonFTP

- 3) Click on the Leon County Jail Renovations.

Please submit your bid proposal by no later than February 27, 2014 @ 10am EST. Bid proposals can be transmitted via email to estimating@advonconstruction.com or via fax to (850) 807-2529.

If you have any questions please send an email to estimating@advonconstruction.com or contact Scott Brooks at (850) 727-7626 or (850)528-2350.

024195- Demolition Contractors (DBE,WBE)
038220- Concrete Contractors (DBE,WBE)
040180- Mason Contractors (DBE,WBE)
050110- Structural Steel
062220- Carpentry-Millwork-Cabinetry (DBE,WBE)
064100- Architectural & Cabinet Woodwork
080189- Glass & Glazing Contractors (DBE,WBE)

081313- Hollow Metal Doors
090125- Drywall Contractors (DBE,WBE)
090195- Painting Contractors (DBE,WBE)
104400- Fire Protection Specialties
122520- Window Treatments (DBE,WBE)
260160- Electrical Contractors (DBE,WBE)

Delivered by **THE BLUE BOOK NETWORK** Building & Construction



Minority Subcontractor History By Bid Number

Bid/Project # BC-02-27-1 Bid Name: Leon County Jail Renovations

Sent Date: 2/13/2014 10:17:06 AM

Trade/Vendor or Sub	Contact	Email?	Email Address	Fax	Document Sent	Sent By	WBE	Minority	Status	Ti/TR
Eddie Nathan Painting	Eddie Nathan	<input checked="" type="checkbox"/>	eddienathan@comcast.net	(850) 562-9627		execadmin		MWBE		1 / 0

Bid/Project # BC-02-27-1 Bid Name: Leon County Jail Renovations

Sent Date: 2/12/2014 10:47:45 AM

Trade/Vendor or Sub	Contact	Email?	Email Address	Fax	Document Sent	Sent By	WBE	Minority	Status	Ti/TR
Eddie Nathan Painting	Eddie Nathan	<input checked="" type="checkbox"/>	champnathan@embarqmail.com	(850) 562-9627		execadmin		MWBE		1 / 0
Golden Green Builders LLC	Raleigh Choice	<input checked="" type="checkbox"/>	raleighc0708@gmail.com	(850) 521-1361		execadmin		MWBE		1 / 0
Jackson-Cook LC	Blair Williams	<input checked="" type="checkbox"/>	bwilliams@jackson-cook.com	(850) 575-0791		execadmin		MWBE		1 / 0
RDS Drywall & Acoustics	Calvin Sancho	<input checked="" type="checkbox"/>	sanc9755@aol.com	(850) 402-0399		execadmin		MWBE		1 / 0

Bid/Project # BC-02-27-1 Bid Name: Leon County Jail Renovations

Sent Date: 2/11/2014 4:45:33 PM

Trade/Vendor or Sub	Contact	Email?	Email Address	Fax	Document Sent	Sent By	WBE	Minority	Status	Ti/TR
Brick Mason Industries, Inc.	Josphne Cannella-Krehl	<input checked="" type="checkbox"/>	brickmasonindustries@gmail.com			execadmin		MWBE		1 / 0

Bid/Project # BC-02-27-1 Bid Name: Leon County Jail Renovations

Sent Date: 2/6/2014 11:52:58 AM

Trade/Vendor or Sub	Contact	Email?	Email Address	Fax	Document Sent	Sent By	WBE	Minority	Status	Ti/TR
A.T. Home Contractors Inc.	Timothy Denny	<input checked="" type="checkbox"/>	info@athometallahassee.com	(850) 386-5008		execadmin		MWBE		1 / 0
A.T. Home Contractors Inc.	Timothy Denny	<input checked="" type="checkbox"/>	info@athometallahassee.com	(850) 386-5008		execadmin		MWBE		1 / 0
Abbey Concrete Inc.	Alan Whinnett	<input checked="" type="checkbox"/>	abbeyconcrete@yahoo.com			execadmin		MWBE		1 / 0
Abbey Concrete Inc.	Alan Whinnett	<input checked="" type="checkbox"/>	abbeyconcrete@yahoo.com			execadmin		MWBE		1 / 0
A-Minority Construction LLC	James Green	<input checked="" type="checkbox"/>	aminortyconstructionllc@gmail.com	(850) 576-3085		execadmin		MWBE		1 / 0
A-Minority Construction LLC	James Green	<input checked="" type="checkbox"/>	aminortyconstructionllc@gmail.com	(850) 576-3085		execadmin		MWBE		1 / 0
Big Bend Rebar Inc.	Joe Trotta	<input checked="" type="checkbox"/>	sales@bigbendrebar.com	(850) 875-8003		execadmin		MWBE		1 / 0
Big Bend Rebar Inc.	Joe Trotta	<input checked="" type="checkbox"/>	sales@bigbendrebar.com	(850) 875-8003		execadmin		MWBE		1 / 0
Blues Sandblasting	Dianne Blue	<input checked="" type="checkbox"/>	sarains77@embarqmail.com	(850) 576-9598		execadmin		MWBE		1 / 0
Blues Sandblasting	Dianne Blue	<input checked="" type="checkbox"/>	sarains77@embarqmail.com	(850) 576-9598		execadmin		MWBE		1 / 0
Blues Sandblasting	Dianne Blue	<input checked="" type="checkbox"/>	sarains77@embarqmail.com	(850) 576-8598		execadmin		MWBE		1 / 0
Blues Sandblasting	Dianne Blue	<input checked="" type="checkbox"/>	sarains77@embarqmail.com	(850) 576-8598		execadmin		MWBE		1 / 0
Cotilla Millworks Inc.	Ev Cotilla	<input checked="" type="checkbox"/>	cotilla@bel/south.net			execadmin		MWBE		1 / 0



Minority Subcontractor History By Bid Number

Cotilla Millworks Inc.	Ev Cotilla	<input checked="" type="checkbox"/>	cotilla@bellsouth.net		execadmin	MWBE	1 / 0
Curtis Sales & Service	O. D. Curtis	<input checked="" type="checkbox"/>	curtishtrac@aol.com	(850) 284-2700	execadmin	MWBE	1 / 0
Curtis Sales & Service	O. D. Curtis	<input checked="" type="checkbox"/>	curtishtrac@aol.com	(850) 284-2700	execadmin	MWBE	1 / 0
Eddie Nathan Painting	Eddie Nathan	<input checked="" type="checkbox"/>	champrnathan@embarqmail.com	(850) 562-9627	execadmin	MWBE	1 / 0
Fred Smith Masonry	Fred Smith	<input checked="" type="checkbox"/>		(850) 877-2725	execadmin	MWBE	1 / 0
Golden Green Builders LLC	Raleigh Choice	<input checked="" type="checkbox"/>	raleigh0708@gmail.com	(850) 521-1361	execadmin	MWBE	1 / 0
Ideal Steel Erection	Kennon Brinson	<input checked="" type="checkbox"/>		(850) 425-0366	execadmin	MWBE	1 / 0
Jackson-Cook Inc.	Blair Williams	<input checked="" type="checkbox"/>		(850) 575-0791	execadmin	MWBE	1 / 0
JD James	Richard Ridley	<input checked="" type="checkbox"/>	robin@naturebridges.com		execadmin	MWBE	1 / 0
JD James		<input checked="" type="checkbox"/>	robin@naturebridges.com	(850) 694-2842	execadmin	MWBE	1 / 0
Kameleon Press Inc.	Kelly Rysavy	<input checked="" type="checkbox"/>	kkrysavy@yahoo.com	(850) 566-2522	execadmin	MWBE	1 / 0
Lowery Masonry LLC	Roosevelt Lowery	<input checked="" type="checkbox"/>			execadmin	MWBE	1 / 0
Lowery Masonry LLC	Roosevelt Lowery	<input checked="" type="checkbox"/>		(850) 926-1391	execadmin	MWBE	1 / 0
Metal Fabrication & Sales of Tallahassee LLC	Chad Anderson	<input checked="" type="checkbox"/>	metaltlh@comcast.net	(850) 205-2302	execadmin	MWBE	1 / 0
Mettron Contracting Inc. - FL Only	Caleb Hannah	<input checked="" type="checkbox"/>	MettronCont@aol.com	(850) 681-9890	execadmin	MWBE	1 / 0
RDS Drywall & Acoustics	Calvin Sancho	<input checked="" type="checkbox"/>	sanc9755@aol.com	(850) 402-0399	execadmin	MWBE	1 / 0
Renitta Knight Construction LLC	Renitta Knight	<input checked="" type="checkbox"/>	gcneenee5235@yahoo.com	18776726045	execadmin	MWBE	1 / 0
RJW Construction Inc	Robin Williams	<input checked="" type="checkbox"/>	rlwillia_16@yahoo.com	(850) 421-2732	execadmin	MWBE	1 / 0
Roderick Wilson Painting Inc.	Roderick Wilson	<input checked="" type="checkbox"/>	roderickwilson@centurylink.net		execadmin	MWBE	1 / 0
Shaffield Building Specialties Inc.	David Shaffield	<input checked="" type="checkbox"/>	dshaffield@shaffieldbuilding.com	(850) 668-2056	execadmin	MWBE	1 / 0
Solomon Painting and Pressure Washing Services	Solomon Ford	<input checked="" type="checkbox"/>	solomonpainting@comcast.net	(850) 877-7052	execadmin	MWBE	1 / 0
Solomons Painting & Pressure Washing Services	Solomon Ford	<input checked="" type="checkbox"/>	solomon_painting@comcast.net		execadmin	MWBE	1 / 0
Watts Mechanical Inc.	Jacqueline Watts	<input checked="" type="checkbox"/>	jackiewatts@wattsmechanical.com	(850) 222-9756	execadmin	MWBE	1 / 0

ADVON CORPORATION

Bid Title: Leon County Jail Renovations Bid No: BC-02-27-14-11

MWBE Good Faith Documentation

Company	Initial Contact Date	Follow-up	Sending Quote Yes/No
<p>Shanea Wilks, Director, Minority, Women & Small Business Enterprise Minority, Women & Small Business Enterprise DIVISION 1800-3 Blair Stone Road Tallahassee, FL 32308 Office 850.606.1650 FAX: 850-606-1651 WILKSSH@LEONCOUNTYFL.GOV</p>	<p>Emailed Mrs. Wilks on 02/11/14 and asked for a current MWBE list for the City/County in order to maximize participation from MWBE Subcontractors in Tallahassee for the Leon County Jail Renovations Project.</p>	<p>Mrs. Wilks emailed me a current MWBE list on 02/11/14 at 11:57pm</p>	
<p>Abbey Concrete Inc. Maxine Whinnett 4483 Chaires Cross Road Tallahassee, FL 32317 850-321-9663 850-422-2239 abbeyconcrete_max@yahoo.com</p>	<p>Invitation to Bid for Leon County Jail Renovations was emailed on 02/06/14 at 11:52 am through Advon's Power Tools Construction Software Program. Also an Invitation to Bid was also posted to The Blue Book website which sent an email to the MWBE's asking if they planned to participate in this Bid on 02-10-14 @ 12:05pm.</p>	<p>Left Voice Message on 02/11/14 at 2:58pm in regards to the Invitation to Bid and if they are going to send a quote.</p>	
<p>A-Minorty Construction, LLC Mr. James W. Green 2428 N. Monroe Street Tallahassee, FL 32303 850-519-8050 850-576-3085 aminortyconstructionllc@gmail.com</p>	<p>Invitation to Bid for Leon County Jail Renovations was emailed on 02/06/14 at 11:52 am through Advon's Power Tools Construction Software Program. Also an Invitation to Bid was also posted to The Blue Book website which sent an email to the MWBE's asking if they planned to participate in this Bid on 02-10-14 @ 12:05pm.</p>	<p>Spoke with Mr. Green on 02/11/14 at 2:58pm and he will be sending a quote on the demolition package</p>	<p>Yes</p>
<p>A.T. Home Contractors, Inc. Ms. Alison Denny 3370 Capital Circle NE Suite G Tallahassee, FL 32308 850-386-4008 850-386-5008 info@athometallahassee.com www.athometallahassee.com</p>	<p>Invitation to Bid for Leon County Jail Renovations was emailed on 02/06/14 at 11:52 am through Advon's Power Tools Construction Software Program. Also an Invitation to Bid was also posted to The Blue Book website which sent an email to the MWBE's asking if they planned to participate in this Bid on 02-10-14 @ 12:05pm.</p>	<p>Spoke with Mr. Denny on 02/11/14 at 3:12pm and he will be sending a quote on the metal framing and acoustical ceiling package</p>	<p>Yes</p>
<p>Big Bend Rebar Inc. Patricia Bates Trotta One Corporate Court Quincy, FL 32351 850-875-8000 850-875-8003 info@bigbendrebar.com</p>	<p>Invitation to Bid for Leon County Jail Renovations was emailed on 02/06/14 at 11:52 am through Advon's Power Tools Construction Software Program. Also an Invitation to Bid was also posted to The Blue Book website which sent an email to the MWBE's asking if they planned to participate in this Bid on 02-10-14 @ 12:05pm.</p>	<p>Called on 02/12/14 at 10:10am and was told they would be sending a quote on the concrete rebar reinforcement package</p>	<p>Yes</p>

Company	Initial Contact Date	Follow-up	Sending Quote Yes/No
Blue's Sandblasting Dianne Blue 4405 Entrepot Blvd. Tallahassee, FL 32310 850-576-8890 850-576-9598 sarains77@embarqmail.com	Invitation to Bid for Leon County Jail Renovations was emailed on 02/06/14 at 11:52 am through Advon's Power Tools Construction Software Program. Also an Invitation to Bid was also posted to The Blue Book website which sent an email to the MWBE's asking if they planned to participate in this Bid on 02-10-14 @ 12:05pm.	Left Message with secretary on 02/12/14 at 10:12am in regards to the Invitation to Bid and asked the owner give me a call back if they were interested in sending a quote.	
Brick Mason Industries, Inc. 3784 Wentworth Way Tallahassee, FL 32311 850-653-6928 brickmasonindustries@gmail.com	Invitation to Bid for Leon County Jail Renovations was emailed on 02/06/14 at 11:52 am through Advon's Power Tools Construction Software Program. Also an Invitation to Bid was also posted to The Blue Book website which sent an email to the MWBE's asking if they planned to participate in this Bid on 02-11-14 @ 4:45pm.	Left Message on 02/13/14 at 10:50am in regards to the Invitation to Bid and asked that they give me a call back if they were interested in sending a quote.	
Cotilla Millworks, Inc. Mr. Evaristo Cotilla 176 Salem Road Havana, FL 32333 850-539-9701 cotilla@bellsouth.net	Invitation to Bid for Leon County Jail Renovations was emailed on 02/06/14 at 11:52 am through Advon's Power Tools Construction Software Program. Also an Invitation to Bid was also posted to The Blue Book website which sent an email to the MWBE's asking if they planned to participate in this Bid on 02-10-14 @ 12:05pm.	Tried to call on 02/12/14 at 10:13am but the number listed is not valid and I was unable to find a working number	
Curtis Sales & Service O.D. Curtis 515 Hampton Avenue Tallahassee, FL 32310 850-284-2700 850-574-4984 curtistrac@comcast.net New email: curtissales@centurylink.net	Invitation to Bid for Leon County Jail Renovations was emailed on 02/06/14 at 11:52 am through Advon's Power Tools Construction Software Program. Also an Invitation to Bid was also posted to The Blue Book website which sent an email to the MWBE's asking if they planned to participate in this Bid on 02-10-14 @ 12:05pm.	Spoke with Mr. Curtis on 02/12/14 at 10:15am and he indicated that we had an old email and he would call back to give us the current one. Mrs. Curtis called back on 02/12/14 at 10:36am and gave me the updated email address and I resent the email. Mrs. Curtis then called back on 02/12/14 at 11:48am and said she was having problems opening the files for the job so I emailed her the link to another planroom in our Powertools software program where she could open the files. Mrs. Curtis called again on 02/13/14 at 10:05am and said they received the email but the files were to small so I told her we would ask that Seminole Blue Print make a copy for them to pick up.	Yes
Eddie Nathan Painting, Inc. Mr. Eddie Nathan 2513 Hastings Drive Tallahassee, FL 32303 850-264-5568 850-562-9627 champnathan@embarqmail.com New email address: eddienathan@comcast.net	Invitation to Bid for Leon County Jail Renovations was emailed on 02/06/14 at 11:52 am through Advon's Power Tools Construction Software Program. Also an Invitation to Bid was also posted to The Blue Book website which sent an email to the MWBE's asking if they planned to participate in this Bid on 02-10-14 @ 12:05pm.	Spoke with Mr. Nathan on 02/12/14 at 10:17am and he indicated that we had an old email and he asked that I send it to another email address, which I did. Mrs. Nathan called on 02/13/14 at 10:15am and stated they didn't receive email so I sent it again and told her to call if she didnt receive it.	
Florida Developers, Inc. Mr. Frank Williams 642 W. Brevard Street Tallahassee, FL 32304 850-224-6002 850-222-8010 frank@fldevelopers.com Website www.fldevelopers.com	Invitation to Bid for Leon County Jail Renovations was emailed on 02/06/14 at 11:52 am through Advon's Power Tools Construction Software Program. Also an Invitation to Bid was also posted to The Blue Book website which sent an email to the MWBE's asking if they planned to participate in this Bid on 02-13-14 @ 10:35am.		

Company	Initial Contact Date	Follow-up	Sending Quote Yes/No
<p>Fred Smith Masonry Mr. Fred Smith 277 Oakview Drive Tallahassee, FL 32305 850-877-2725 850-877-0749</p>	<p>No email address listed so I left Voice Message on 02/12/14 at 10:18am in regards to the Invitation to Bid and if they would be interested in sending us a quote.</p>		
<p>Golden Green Builders, LLC Mr. Raleigh Choice 8715 Perker Lane Tallahassee, FL 32317 850-508-3809 850-521-1361 raleigh0708@gmail.com Correct email address:raleighc0708@gmail.com</p>	<p>Invitation to Bid for Leon County Jail Renovations was emailed on 02/06/14 at 11:52 am through Advon's Power Tools Construction Software Program. Also an Invitation to Bid was also posted to The Blue Book website which sent an email to the MWBE's asking if they planned to participate in this Bid on 02-10-14 @ 12:05pm.</p>	<p>Left Voice Message on 02/12/14 at 10:19am in regards to the Invitation to Bid and if they are going to send a quote. Mr. Choice called back on 02/12/14 at 12:09am and said the email address we had wasn't correct and asked that I send it the invitation to the correct email address, which I did.</p>	
<p>Ideal Steel Erection Kennon Brinson 668 West Dover Street Tallahassee, FL 32304 850-284-5312 idealsteelerrection@yahoo.com</p>	<p>Invitation to Bid for Leon County Jail Renovations was emailed on 02/06/14 at 11:52 am through Advon's Power Tools Construction Software Program. Also an Invitation to Bid was also posted to The Blue Book website which sent an email to the MWBE's asking if they planned to participate in this Bid on 02-10-14 @ 12:05pm.</p>	<p>Left Voice Message on 02/12/14 at 10:20am in regards to the Invitation to Bid and if they are going to send a quote.</p>	
<p>Jackson-Cook Inc. Nancy Williams P.O. Box 2763 Tallahassee, FL 32316 850-576-4187 850-575-0791 nwilliams232@comcast.net bwilliams@jackson-cook.com</p>	<p>Invitation to Bid for Leon County Jail Renovations was emailed on 02/06/14 at 11:52 am through Advon's Power Tools Construction Software Program. Also an Invitation to Bid was also posted to The Blue Book website which sent an email to the MWBE's asking if they planned to participate in this Bid on 02-10-14 @ 12:05pm.</p>	<p>Called on 02/12/14 at 10:22am in regards to the Invitation to Bid and if they are going to send a quote and was told I needed to send the email to Blair Williams, which I did.</p>	
<p>JD James April James 1586 Seven Bridges Road Monticello, FL 32344 850-997-8585 850-385-3493 april@naturebridges.com</p>	<p>Invitation to Bid for Leon County Jail Renovations was emailed on 02/06/14 at 11:52 am through Advon's Power Tools Construction Software Program. Also an Invitation to Bid was also posted to The Blue Book website which sent an email to the MWBE's asking if they planned to participate in this Bid on 02-10-14 @ 12:05pm.</p>	<p>Called on 02/12/14 at 10:23am in regards to the Invitation to Bid and if they are going to send a quote and I spoke with Robin who informed that they will not be bidding on this project.</p>	No
<p>J.L. Wilson & Son Painting, Inc. Jimmie Wilson 2515 Lindsey Court Tallahassee, FL 32310 850-575-3535 850-575-3448 jimmwils@cs.com</p>	<p>Invitation to Bid for Leon County Jail Renovations was emailed on 02/06/14 at 11:52 am through Advon's Power Tools Construction Software Program. Also an Invitation to Bid was also posted to The Blue Book website which sent an email to the MWBE's asking if they planned to participate in this Bid on 02-10-14 @ 12:05pm.</p>	<p>Called on 02/13/14 at 10:25am in regards to the Invitation to Bid and if they are going to send a quote and spoke with Mr. Wilson and he said he is interested in sending a quote and would come by this week to discuss the job specs.</p>	Yes

Company	Initial Contact Date	Follow-up	Sending Quote Yes/No
Kameleon Press, Inc. Ms. Kelly Rysavy 1925 Benjamin Chairs Road Tallahassee, FL 32317 850-566-2522 850-566-2522 kkrysav@yahoo.com	Invitation to Bid for Leon County Jail Renovations was emailed on 02/06/14 at 11:52 am through Advon's Power Tools Construction Software Program. Also an Invitation to Bid was also posted to The Blue Book website which sent an email to the MWBE's asking if they planned to participate in this Bid on 02-10-14 @ 12:05pm.	Left Voice Message on 02/12/14 at 10:25am in regards to the Invitation to Bid and if they are going to send a quote.	
Metal Fabrication & Sales of Tallahassee LLC Stephanie Turner 3600-D Weems Road Tallahassee, FL 32317 850-205-2300 850-205-2302 metalth@comcast.net	Invitation to Bid for Leon County Jail Renovations was emailed on 02/06/14 at 11:52 am through Advon's Power Tools Construction Software Program. Also an Invitation to Bid was also posted to The Blue Book website which sent an email to the MWBE's asking if they planned to participate in this Bid on 02-10-14 @ 12:05pm.	Called on 02/12/14 at 10:25am in regards to the Invitation to Bid and if they are going to send a quote and was I told to call back in speak with Matt. Called back on 02/13/14 at 10:46am and spoke with Matt in regards to the project and he said he hasn't had time to look over the plans but more than likely would send us a quote.	Yes - More than likely
Mettron Contracting, Inc. Ms. Sharen Hannah 1431 California Street Tallahassee, FL 32304 850-681-9058 850-681-9890 mettroncont@aol.com	Invitation to Bid for Leon County Jail Renovations was emailed on 02/06/14 at 11:52 am through Advon's Power Tools Construction Software Program. Also an Invitation to Bid was also posted to The Blue Book website which sent an email to the MWBE's asking if they planned to participate in this Bid on 02-10-14 @ 12:05pm.	Called on 02/12/14 at 10:27am in regards to the Invitation to Bid and if they are going to send a quote and was informed that they will not be bidding on this project.	No
RDS Drywall & Acoustics, LLC Mr. Calvin L. Sancho 9755 Wyntree Ln Tallahassee, FL 32317 850-402-0399 850-402-0399 sanc9755@aol.com	Invitation to Bid for Leon County Jail Renovations was emailed on 02/06/14 at 11:52 am through Advon's Power Tools Construction Software Program. Also an Invitation to Bid was also posted to The Blue Book website which sent an email to the MWBE's asking if they planned to participate in this Bid on 02-10-14 @ 12:05pm.	Left Voice Message on 02/12/14 at 10:29am in regards to the Invitation to Bid and if they are going to send a quote. Mr. Sancho called back on 02/12/14 at 10:53am and said he didn't receive previous email and asked that I resend it, which I did.	
Renitta Knight Construction LLC Renitta Knight P.O. Box 4094 Tallahassee, FL 32315 850-591-3750 877-672-6045 gcneenee5235@yahoo.com	Invitation to Bid for Leon County Jail Renovations was emailed on 02/06/14 at 11:52 am through Advon's Power Tools Construction Software Program. Also an Invitation to Bid was also posted to The Blue Book website which sent an email to the MWBE's asking if they planned to participate in this Bid on 02-10-14 @ 12:05pm.	Left Voice Message on 02/12/14 at 10:29am in regards to the Invitation to Bid and if they are going to send a quote.	
RJW Construction, Inc. Mr. Robin L. Williams, Sr. 9823 Fair Oaks Lane Tallahassee, FL 32305 Phone 850-421-2732 Fax 850-421-2724 Email RLwilliam_16@yahoo.com rjwconstruction.com	Invitation to Bid for Leon County Jail Renovations was emailed on 02/06/14 at 11:52 am through Advon's Power Tools Construction Software Program. Also an Invitation to Bid was also posted to The Blue Book website which sent an email to the MWBE's asking if they planned to participate in this Bid on 02-10-14 @ 12:05pm.	Left Voice Message on 02/12/14 at 10:32am in regards to the Invitation to Bid and if they are going to send a quote.	
Roderick Wilson Painting, Inc. Mr. Roderick Wilson 6848 Hugh Road Tallahassee, FL 32309 904-859-3990 roderickwilson@centurylink.net	Invitation to Bid for Leon County Jail Renovations was emailed on 02/06/14 at 11:52 am through Advon's Power Tools Construction Software Program. Also an Invitation to Bid was also posted to The Blue Book website which sent an email to the MWBE's asking if they planned to participate in this Bid on 02-10-14 @ 12:05pm.	Called on 02/12/14 at 10:33am in regards to the Invitation to Bid and if they are going to send a quote and I spoke with Mr. Wilson who informed me he is still looking over plans and specs to decide if he wants to bid on this project. Posted at 9:00 p.m. on March 31, 2014	

Company	Initial Contact Date	Follow-up	Sending Quote Yes/No
<p>Shaffield Building Specialties, Inc. Ms. Cynthia Shaffield Knox 3710 NW Passage Tallahassee, FL 32303 850-553-4840 850-668-2056 cyndi@shaffieldbuilding.com</p>	<p>Invitation to Bid for Leon County Jail Renovations was emailed on 02/06/14 at 11:52 am through Advon's Power Tools Construction Software Program. Also an Invitation to Bid was also posted to The Blue Book website which sent an email to the MWBE's asking if they planned to participate in this Bid on 02-10-14 @ 12:05pm.</p>	<p>Called on 02/12/14 at 10:36am in regards to the Invitation to Bid and if they are going to send a quote and spoke with Mary who said I would need to talk to Brian Blankenshi and to call him on 850-285-6779.</p>	
<p>Solomon Painting and Pressure Washing Services Mr. Solomon Ford 8390 Glendalin Road Tallahassee, FL 32311 850-264-2823 850-877-7052 solomonpainting@comcast.net</p>	<p>Invitation to Bid for Leon County Jail Renovations was emailed on 02/06/14 at 11:52 am through Advon's Power Tools Construction Software Program. Also an Invitation to Bid was also posted to The Blue Book website which sent an email to the MWBE's asking if they planned to participate in this Bid on 02-10-14 @ 12:05pm.</p>	<p>Called on 02/12/14 at 10:37am in regards to the Invitation to Bid and if they are going to send a quote and Mr. Ford said they are interested and will send us a quote.</p>	Yes
<p>Watts Mechanical Inc. Ms. Jacqueline Watts 5126-A Woodlane Circle Tallahassee, FL 32303 850-224-4822 850-222-9756 carre@wattsmechanical.com</p>	<p>Invitation to Bid for Leon County Jail Renovations was emailed on 02/06/14 at 11:52 am through Advon's Power Tools Construction Software Program. Also an Invitation to Bid was also posted to The Blue Book website which sent an email to the MWBE's asking if they planned to participate in this Bid on 02-10-14 @ 12:05pm.</p>	<p>Called on 02/12/14 at 10:39am in regards to the Invitation to Bid and if they are going to send a quote and I was told they are interested and will send us a quote on the HVAC & Plumbing packages.</p>	Yes

LEON COUNTY PURCHASING DIVISION
 BID TABULATION SHEET

Leon County Jail Renovations; Bid No: BC-02-27-14-11

Bid Deadline: February 27, 2014 at 2:00 PM

Item/Vendor	Advan Corp.	Cathey Const.	PSBI	CSI, Cont.
Bid Response Sheet Manual Signature	yes	yes	yes	yes
Addendum #1	yes	yes	yes	yes
Bid Bond	yes	yes	yes	yes
Affidavit Certification Immigration Laws	yes	yes	yes	yes
MWBE Participation Plan	yes	yes	yes	yes
Equal Opportunity/Affirmative Action Statement	yes	yes	yes	yes
Identical Tie Bids	yes	yes	yes	yes
Contractor's Business Info.	yes	yes	yes	yes
Non-Collusion Affidavit	yes	yes	yes	yes
Insurance Certification Form	yes	yes	yes	yes
Certification Regarding Debarment	yes	yes	yes	yes
Certification of Trades Work	yes	yes	yes	yes
Local Vendor Certification	yes	NO	yes	yes
Base Bid/Alternate 1	\$1,319,940 \$260,000	\$1,325,000 \$123,925	\$1,429,863 \$126,588	\$2,006,562 \$264,200

Tabulated By:

Jim Kirkland

Joanne Jennings

LEON COUNTY PURCHASING DIVISION
 BID TABULATION SHEET

Leon County Jail Renovations; Bid No: BC-02-27-14-11

Bid Deadline: February 27, 2014 at 2:00 PM

Item/Vendor	RAM Const.			
Bid Response Sheet Manual Signature	yes			
Addendum #1	yes			
Bid Bond	yes			
Affidavit Certification Immigration Laws	yes			
MWBE Participation Plan	yes			
Equal Opportunity/Affirmative Action Statement	yes			
Identical Tie Bids	yes			
Contractor's Business Info.	yes			
Non-Collusion Affidavit	yes			
Insurance Certification Form	yes			
Certification Regarding Debarment	yes			
Certification of Trades Work	yes			
Local Vendor Certification	yes			
Base Bid/Alternate 1	\$1,647,000 / \$48,000	/	/	/

Tabulated By:

Tom Kordahl

Joanne Jennings

BOARD OF COUNTY COMMISSIONERS

Inter-Office Memorandum

Date: March 28, 2014

To: Jeff Williams, Facilities Superintendent
Department of Facilities Management

From: Shanea Y. Wilks, Director
Minority, Women, & Small Business Enterprise (MWSBE) Division
Economic Development and Business Partnerships

Subject: M/WBE Analysis for the Leon County Jail Renovations Project (BC-02-27-14-11)

The MWSBE Division reviewed the M/WBE Participation Plans for five (5) firms to determine if the 17% MBE and 9% WBE Aspirational Targets were achieved for the Leon County Jail Renovations Project.

Advon Corporation did not meet the M/WBE Aspirational Targets prescribed for this project, but did complete the Good Faith Effort form. **Cathey Construction & Development, LLC** did not meet the M/WBE Aspirational Targets prescribed for this project, but did complete the Good Faith Effort form. **PSBI, Inc.** met the MBE Aspirational Target prescribed for this project, did not meet the WBE Aspirational Target, but did not complete the Good Faith Effort form. **RAM Construction & Development, LLC** did not meet the M/WBE Aspirational Targets prescribed for this project by not identifying any M/WBE firms to be utilized for this project; however, the Good Faith Effort form was completed as required. **CSI Contracting, Inc.** met the 17% MBE and 9% WBE Aspirational Targets prescribed for this project; therefore, the Good Faith Effort Statement is not required.

Advon Corporation did not meet the M/WBE Aspirational Targets prescribed for this project, but did complete the Good Faith Effort form. Subsequent to the bid submission, Advon Corporation has committed to utilize the MWBE firms listed below. *If Advon Corporation is awarded the project, staff is recommending that Advon Corporation continue its Good Faith Efforts to increase their WBE participation.*

Total Base Bid Amount		\$1,319,940			
Name of M/WBE Firms	Race/Gender	Certifying Agency	Goods and Services	M/WBE Dollars	M/WBE Utilization
A.T. Home Contractors, Inc.	Non-Minority Female	Leon County	Plaster Ceilings	\$59,472	4.51%
Tallahassee Welding & Machine Shop	Non-Minority Female	City of Tallahassee	Steel Supplier	\$14,174	1.07%
Big Bend Rebar	Non-Minority Female	City of Tallahassee	Concrete, Masonry Reinforcement	\$2,305	0.17%
Marco's Masonry & Concrete	Hispanic American Male	Leon County	Demo, Concrete, Masonry, Rough Carpentry, & Toilet Accessories	\$221,147	17.21%
Total M/WBE Dollars				\$303,098	
Total M/WBE Utilization Percentage				22.96%	

Cathey Construction & Development, LLC did not meet the M/WBE Aspirational Targets prescribed for this project, but did complete the Good Faith Effort form. The M/WBE firms listed below are the firms **Cathey Construction & Development, LLC** identified within their MWBE Participation Plan Form.

Total Base Bid Amount		\$1,325,000			
Name of M/WBE Firms	Race/Gender	Certifying Agency	Goods and Services	M/WBE Dollars	M/WBE Utilization
Big Bend Rebar, Inc.	Non-Minority Female	City of Tallahassee	Rebar Supplier	\$2,000	0.15%
Concrete Services Unlimited, Inc.	African American Male	City of Tallahassee	Concrete Subcontractor	\$6,150	0.46%
Total M/WBE Dollars					\$8,150
Total M/WBE Utilization Percentage					0.61%

PSBI, Inc. met the MBE Aspirational Target prescribed for this project, did not meet the WBE Aspirational Target, and did not complete the Good Faith Effort form. The M/WBE firms listed below are the firms **PSBI, Inc.** identified within their MWBE Participation Plan Form.

Total Base Bid Amount		\$1,429,863			
Name of M/WBE Firms	Race/Gender	Certifying Agency	Goods and Services	M/WBE Dollars	M/WBE Utilization
Blue Chip Construction Company	African American Male	City of Tallahassee	Demo, Masonry, Carpentry, & Plaster	\$244,565	17.10%
Blue Chip Construction Company	African American Male	City of Tallahassee	Storefront & Misc. Specialties	\$145,266	10.16%
Tallahassee Welding & Machine Shop, Inc.	Non-Minority Female	City of Tallahassee	Structural Steel	\$13,200	0.92%
Total M/WBE Dollars					\$403,031
Total M/WBE Utilization Percentage					28.18%

RAM Construction & Development, LLC did not meet the M/WBE Aspirational Targets prescribed for this project by not identifying any M/WBE firms to be utilized for this project; however, the Good Faith Effort form was completed as required.

Total Base Bid Amount		\$1,647,000			
Name of M/WBE Firms	Race/Gender	Certifying Agency	Goods and Services	M/WBE Dollars	M/WBE Utilization
No firms identified.	N/A	N/A	N/A	\$0.00	0%
Total M/WBE Dollars					\$0
Total M/WBE Utilization Percentage					0%

CSI Contracting, Inc. met the 17% MBE and 9% WBE Aspirational Targets prescribed for this project; therefore, the Good Faith Effort Statement is not required.

Total Base Bid Amount	\$2,006,562				
Name of M/WBE Firms	Race/Gender	Certifying Agency	Goods and Services	M/WBE Dollars	M/WBE Utilization
Professional Electrical Systems, Inc.	African American Male	City of Tallahassee	Electrical	\$199,556	9.95%
Solomon Painting and Pressure Washing Services	African American Male	City of Tallahassee	Painting & Caulking	\$124,000	6.18%
Suzanne Diambra Landscaping, Inc.	Non-Minority Female	City of Tallahassee	Masonry, Demo, & Frames	\$180,725	9.01%
Concrete Services Unlimited, Inc.	African American Male	City of Tallahassee	Concrete & Demo	\$22,100	1.10%
Total M/WBE Dollars					\$526,381
Total M/WBE Utilization Percentage					26.24%

**Leon County
Board of County Commissioners**


Notes for Agenda Item #17

Leon County Board of County Commissioners

Cover Sheet for Agenda #17

April 8, 2014

To: Honorable Chairman and Members of the Board

From: Herbert W.A. Thiele, County Attorney 

Title: Consideration of Reorganization of the Leon County Research and Development Authority Board

County Attorney Review and Approval:	Herbert W.A. Thiele, County Attorney
Lead Staff/ Project Team:	Herbert W. A. Thiele, County Attorney

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Board direction.

Report and Discussion

Background:

At the Board of County Commissioners' meeting of March 11, 2014, the Chairman requested the County Attorney's Office research the possibility of modifying the membership of the Research Development & Authority Board to increase the number of members from nine (9) to eleven (11) and to specify that the Board's appointees shall come from six (6) areas of experience/expertise in the following areas:

- (1) Banking/Finance
- (2) Real Estate/Development;
- (3) Energy;
- (4) High Performance Materials;
- (5) Bio Technology/Bio Medical; and,
- (6) Aerospace/Aviation.

As such, the County Attorney's Office has prepared a proposed Resolution effectuating these proposed changes (Attachment #1). The Resolution also contains a new provision for the removal of a member with or without cause by a majority vote of the Board.

A brief, recent history of the Board's makeup, going backward in time, is provided, as follows:

On February 8, 2011, the Board of County Commissioners voted to adopt Resolution 11-07, which set forth the membership of the Leon County Research and Development Authority (Attachment #2). Said Resolution reduced the Board from eleven (11) members to nine (9) members to include the President of FAMU, or his or her designee; the President of FSU, or his or her designee; the Tallahassee Community College's designee, or his or her designee; the Mayor of Tallahassee or the Mayor's designee; one member of the Board of County Commissioners appointed by a majority vote; and, the remaining four (4) members appointed by a majority vote of the Board of County Commissioners after receiving recommendations from the nominating committee. The nominating committee consists of the County Administrator, or his or her designee; the President of Tallahassee/Leon County Economic Development Council; the Director of National High Magnetic Field Laboratory at Innovation Park; the President of the Capital City Chamber of Commerce; and, the Director of the FAMU/FSU College of Engineering.

Resolution No. 10-99 was adopted by the Board of County Commissioners on December 4, 2010, which established an eleven (11) member Leon County Research and Development Authority Board structure. All members were appointed by a majority vote of the Board of County Commissioners and directed staff to reconvene the nominating committee to present recommendations to the Board (Attachment #3).

In April 2011, the Board adopted Board Policy No. 11-2 entitled “Memberships on Boards, Committees, Councils, and Authorities” to be consistent with Membership Statute and the Membership Code relative to the appointment by the full Board, by a duly enacted Board resolution, of a member of the Leon County Board of County Commissioners to a four-year term on the Leon County Research and Development Authority and, appointing four (4) citizens by a majority vote and duly enacted Board resolution to a four-year term on the Leon County Research and Development Authority (Attachment #4).

Analysis:

Florida Statutes §159.703 (2013) only requires there to be no less than five (5) members of the Research and Development Authority Board. The County Attorney’s Office has prepared a draft Resolution that will effectuate the proposed changes to the Research and Development Authority Board increasing its members from nine to eleven and the Board of County Commissioners’ appointees shall come from specific areas of experience and expertise as described in the Background.

Options:

1. Approve the proposed Resolution of the Board of County Commissioners of Leon County, Florida Setting Forth the Membership of the Leon County Research and Development Authority; Providing Bylaws; Providing an Effective Date.
2. Authorize staff to revise Policy No. 11-2, “Memberships on Boards, Committees, Councils, and Authorities,” to reflect the change in membership on the Leon County Research and Development Authority.
3. Do not approve the Resolution of the Board of County Commissioners of Leon County, Florida Setting Forth the Membership of the Leon County Research and Development Authority; Providing Bylaws; Providing an Effective Date.
4. Board direction.

Recommendation:

Board direction.

Attachments:

1. Proposed Resolution
2. Resolution No. 11-07
3. Resolution No. 10-99
4. Board Policy No. 11-2

HWAT:ea

RESOLUTION: _____

RESOLUTION OF BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, SETTING FORTH APPOINTMENTS OF MEMBERSHIP TO THE LEON COUNTY RESEARCH AND DEVELOPMENT AUTHORITY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, in October of 1978, pursuant to the former Florida Statutes Sections 23.145, et. seq., the Charter of the Leon County Research and Development Authority was executed, creating said authority; and,

WHEREAS, in July of 1979, the new Part V, Chapter 159 of the Florida Statutes was enacted and became law, thereby setting forth the requirements for the creation, by Ordinance, of a Research and Development Authority by counties of the state, and empowering such authorities to issue revenue bonds or other such debt obligations to finance the construction of capital projects; and,

WHEREAS, in 1980, the Leon County Board of County Commissioners adopted Ordinance No., 80-68 confirming and creating the existence of the Leon County Research and Development Authority (said Ordinance being codified in Chapter 2 of the Code of Laws of Leon County at Section 2-57); and,

WHEREAS, Section 2-57 of the Code of Laws of Leon County requires that there shall be no less than five members of the Leon County Research and Development Authority, and Florida Statutes Section 159.703 sets forth the requirements that such five members shall be residents and electors of, or have their principal place of employment in, Leon County, Florida, and that, in addition to the other members, the president of each affiliated institution of higher education, or the president's designee, shall be a member of the authority and shall serve ex officio; and,

WHEREAS, the Leon County Board of County Commissioners wishes to memorialize the membership of the Leon County Research and Development Authority by the adoption of this resolution setting forth the number of members and the composition of the Leon County Research and Development Authority; and,

WHEREAS, this adopted Resolution will serve to supersede Resolution No. 11-07.

NOW THEREFORE, BE IT RESOLVED, by the Leon County Board of County Commissioners as follows:

Section 1. That the Leon County Board of County Commissioners hereby ratifies and confirms the existence of the Leon County Research and Development Authority as set forth in Chapter 2 of the Code of Laws of Leon County and as provided for in Chapter 159, Part V, Florida Statutes.

Section 2. That the Leon County Research and Development Authority shall be composed of eleven (11) ~~nine (9)~~ members as described hereinbelow, all of whom shall be residents and electors of, or have their principal place of employment in Leon County, Florida:

1. The President of Florida A & M University or the President or the President of Florida A & M University's designee, who shall serve ex officio;
2. The President of Florida State University or the President of Florida State University's designee, who shall serve ex officio;
3. The President of Tallahassee Community College or the President of Tallahassee Community College's designee, who shall serve ex officio;
4. The Mayor of the City of Tallahassee or the Mayor of the City of Tallahassee's designee, who shall serve ex officio;

5. One member of the Leon County Board of County Commissioners, appointed by a majority vote of the Leon County Board of County Commissioners and by a duly enacted resolution of the Leon County Board of County Commissioners, to serve a term of four years or until such time such appointee ceases to be a member of the Leon County Board of County Commissioners, whichever date earliest occurs; and

6. Six ~~Four~~ members, each representing a particular business/industry sector, such as: (1) banking/finance; (2) real estate/development; (3) energy; (4) high performance materials; (5) bio technology/bio medical; and, (6) aerospace/aviation. —All of whom shall appointed by a majority vote of the Leon County Board of County Commissioners and by a duly enacted resolution of the Leon County Board of County Commissioners, to each serve a term of four years. A nominating committee, composed of the County Administrator or his designee, who shall act as the nominating committee's chairperson, the President of the Tallahassee/Leon County Economic Development Council, the Director of the National High Magnetic Field Laboratory at Innovation Park, the President of the Capital City Chamber of Commerce, and the Director of the Florida State University /Florida A & M University College of Engineering, shall make recommendations to the Leon County Board of County Commissioners for appointment of such ~~four~~ six members to the Leon County Research and Development Authority. Any of said Board of County Commissioner-appointed member may also be removed from the Research and Development Authority

Board with or without cause upon a majority vote of the Board of County
Commissioners.

Section 3. That the Leon County Research and Development Authority is hereby directed to amend its bylaws to include its new composition and number of members as set forth herein.

Section 4. That this Resolution shall supersede Resolution No. 11-07 and these changes shall take effect on _____, and shall apply thereafter.

Proposed, presented, and passed this _____ day of _____, 2014

LEON COUNTY, FLORIDA

By: _____
Kristin Dozier, Chairman
Board of County Commissioners

ATTEST:

BOB INZER, CLERK OF THE CIRCUIT COURT

By: _____
Bob Inzer, Clerk of the Court

APPROVED AS TO FORM:

OFFICE OF THE COUNTY ATTORNEY
LEON COUNTY, FLORIDA

By: _____
Herbert W. A. Thiele, Esq.

RESOLUTION: 11-07

**RESOLUTION OF BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY,
FLORIDA, SETTING FORTH THE MEMBERSHIP OF THE LEON COUNTY
RESEARCH AND DEVELOPMENT AUTHORITY; PROVIDING FOR BYLAWS;
PROVIDING AN EFFECTIVE DATE.**

WHEREAS, in October of 1978, pursuant to the former Florida Statutes Sections 23.145, et. seq., the Charter of the Leon County Research and Development Authority was adopted, creating said authority; and,

WHEREAS, in July of 1979, the new Part V, Chapter 159 of the Florida Statutes was enacted and became law, thereby setting forth the requirements for the creation, by Ordinance, of a Research and Development Authority by counties of the state, and empowering such authorities to issue revenue bonds or other such debt obligations to finance the construction of capital projects; and,

WHEREAS, in 1980, the Leon County Board of County Commissioners adopted Ordinance No., 80-68 confirming and creating the existence of the Leon County Research and Development Authority (said Ordinance being codified in Chapter 2 of the Code of Laws of Leon County at Section 2-57); and,

WHEREAS, Section 2-57 of the Code of Laws of Leon County requires that there shall be no less than five members of the Leon County Research and Development Authority, and Florida Statutes Section 159.703 sets forth the requirements that such five members shall be residents and electors of, or have their principal place of employment in, Leon County, Florida, and that, in addition to the other members, the president of each affiliated institution of higher education, or the president's designee, shall be a member of the authority and shall serve ex officio; and,

WHEREAS, the Leon County Board of County Commissioners wishes to memorialize the membership of the Leon County Research and Development Authority by the adoption of this resolution setting forth the number of members and the composition of the Leon County Research and Development Authority; and,

WHEREAS, this adopted Resolution will serve to supersede Resolution No. 10-99.

NOW THEREFORE, BE IT RESOLVED, by the Leon County Board of County Commissioners as follows:

Section 1. That the Leon County Board of County Commissioners hereby ratifies and confirms the existence of the Leon County Research and Development Authority as set forth in Chapter 2 of the Code of Laws of Leon County and as provided for in Chapter 159, Part V, Florida Statutes.

Section 2. That the Leon County Research and Development Authority shall be composed of nine (9) members as described hereinbelow, all of whom shall be residents and electors of, or have their principal place of employment in, Leon County, Florida:

1. The President of Florida A & M University or the President of Florida A & M University's designee, who shall serve ex officio;
2. The President of Florida State University or the President of Florida State University's designee, who shall serve ex officio;
3. ~~The President of Tallahassee Community College or the President of Tallahassee Community College's designee, who shall serve ex officio;~~
4. The Mayor of the City of Tallahassee or the Mayor of the City of Tallahassee's designee, who shall serve ex officio;

5. One member of the Leon County Board of County Commissioners, appointed by a majority vote of the Leon County Board of County Commissioners and by a duly enacted resolution of the Leon County Board of County Commissioners, to serve a term of four years or until such time such appointee ceases to be a member of the Leon County Board of County Commissioners, whichever date earliest occurs; and

6. Four members appointed by a majority vote of the Leon County Board of County Commissioners and by a duly enacted resolution of the Leon County Board of County Commissioners, to each serve a term of four years. A nominating committee, composed of the County Administrator or his designee, who shall act as the nominating committee's chairperson, the President of the Tallahassee/Leon County Economic Development Council, the Director of the National High Magnetic Field Laboratory at Innovation Park, the President of the Capital City Chamber of Commerce, and the Director of the Florida State University/Florida A & M University College of Engineering, shall make recommendations to the Leon County Board of County Commissions for appointment of such four members to the Leon County Research and Development Authority.

~~Section 3.~~ That the Leon County Research and Development Authority is hereby directed to amend its bylaws to include its new composition and number of members as set forth herein.

Section 4. That this Resolution shall supersede Resolution No. 10-99 and these changes shall take effect on February 8, 2011, and apply thereafter.

Proposed, adopted, and passed this 8th day of February, 2011.



LEON COUNTY, FLORIDA

By: _____

John Dailey
John Dailey, Chairman
Board of County Commissioners

ATTEST:

BOB INZER, CLERK OF THE CIRCUIT COURT

By: _____

Bob Inzer

APPROVED AS TO FORM:

OFFICE OF THE COUNTY ATTORNEY
LEON COUNTY, FLORIDA

By: _____

Robert A. Inzer

RESOLUTION: 10-99

**RESOLUTION OF BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY,
FLORIDA, SETTING FORTH THE MEMBERSHIP OF THE LEON COUNTY
RESEARCH AND DEVELOPMENT AUTHORITY; PROVIDING FOR BYLAWS;
PROVIDING AN EFFECTIVE DATE.**

WHEREAS, in October of 1978, pursuant to the former Florida Statutes Sections 23.145, et. seq., the Charter of the Leon County Research and Development Authority was adopted, creating said authority; and,

WHEREAS, in July of 1979, the new Part V, Chapter 159 of the Florida Statutes was enacted and became law, thereby setting forth the requirements for the creation, by Ordinance, of a Research and Development Authority by counties of the state, and empowering such authorities to issue revenue bonds or other such debt obligations to finance the construction of capital projects; and,

WHEREAS, in 1980, the Leon County Board of County Commissioners adopted Ordinance No., 80-68 confirming and creating the existence of the Leon County Research and Development Authority (said Ordinance being codified in Chapter 2 of the Code of Laws of Leon County at Section 2-57); and,

WHEREAS, Section 2-57 of the Code of Laws of Leon County requires that there shall be no less than five members of the Leon County Research and Development Authority, and Florida Statutes Section 159.703 sets forth the requirements that such five members shall be residents and electors of, or have their principal place of employment in, Leon County, Florida, and that, in addition to the other members, the president of each affiliated institution of higher education, or the president's designee, shall be a member of the authority and shall serve ex officio; and,

WHEREAS, the Leon County Board of County Commissioners wishes to memorialize an expansion of the membership of the Leon County Research and Development Authority by the adoption of this resolution setting forth the number of members and the composition of the Leon County Research and Development Authority; and,

WHEREAS, this adopted Resolution will serve to supersede Resolution No. R05-15.

NOW THEREFORE, BE IT RESOLVED, by the Leon County Board of County Commissioners as follows:

Section 1. That the Leon County Board of County Commissioners hereby ratifies and confirms the existence of the Leon County Research and Development Authority as set forth in Chapter 2 of the Code of Laws of Leon County and as provided for in Chapter 159, Part V, Florida Statutes.

Section 2. That the Leon County Research and Development Authority shall be composed of eleven (11) members as described hereinbelow, all of whom shall be residents and electors of, or have their principal place of employment in, Leon County, Florida:

1. The President of Florida A & M University or the President of Florida A & M University's designee, who shall serve ex officio;
2. The President of Florida State University or the President of Florida State University's designee, who shall serve ex officio;
3. The President of Tallahassee Community College or the President of Tallahassee Community College's designee, who shall serve ex officio;
4. The Mayor of the City of Tallahassee or the Mayor of the City of Tallahassee's designee, who shall serve ex officio;

Proposed, adopted, and passed this 14th day of December, 2010.

LEON COUNTY, FLORIDA



By: _____

John Dailey
John Dailey, Chairman
Board of County Commissioners

ATTEST:

BOB INZER, CLERK OF THE CIRCUIT COURT

By: _____

John Stott, Deputy Clerk

APPROVED AS TO FORM:

OFFICE OF THE COUNTY ATTORNEY
LEON COUNTY, FLORIDA

By: _____

Daniel J. Rigo
Ass't County Attorney

Board of County Commissioners Leon County, Florida

Policy No. 11-2

Title: Membership on Boards, Committees, Councils, and Authorities

Date Adopted: February 11, 2014

Effective Date: February 11, 2014

Reference: See Footnotes for references

Policy Superseded: Policy No. 93-13, Membership by the Board of County Commissioners on Boards, Committees, Councils and Authorities, adopted January 12, 1993; Policy No. 98-6, Membership by the Board of County Commissioners on Boards, Committees, Councils, Authorities, and Liaison, adopted October 13, 1998; revised February 26, 2008; revised July 13, 2010; revised November 16, 2010; revised December 14, 2010; Policy No. 11-2, Membership on Boards, Committees, Councils, and Authorities, adopted April 12, 2011; revised August 23, 2011; revised April 23, 2013;

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 11-2, revised by the Board of County Commissioners on April 23, 2013, is hereby repealed and superseded, and a revised policy is hereby adopted in its place, to wit:

1. The following table represents the Boards, Committees, Councils, and Authorities, which require County Commission membership and appointments of some, but not all, Commissioners who shall serve on the basis of their position. In addition, the table establishes the appointing authority, the eligibility for appointment, and term of appointment for such membership. The table also reflects the appointing authority, the eligibility for appointment, and term of appointment for the other members of such Boards, Committees, Councils, and Authorities.
2. Full Board (Appointing Authority) appointments shall be made at the first regularly scheduled meeting of the Board of County Commissioners during the month of December or as soon thereafter as possible.
3. The administration and maintenance of the list of Chairman and Full Board appointments is assigned to the Agenda Coordinator.
4. Each Commissioner appointee shall endeavor to keep the Board of County Commissioners advised of those significant actions taken within their area of appointment.

Policy No. 11-2
Membership on Boards, Committees, Councils, and Authorities

Name	Type	Eligibility	Term	Appointing Authority
Apalachee Regional Planning Council¹	Member	One Commissioner	Two Years	Full Board
	Member	One City Commissioner	One Year	Full Board
Big Bend Continuum of Care Board²	Member	One Commissioner	Two Years	Full Board
Canopy Roads Citizen Advisory Committee³	Liaison <i>(not a member)</i>	One Commissioner	Two Years	Full Board
	Members	Four Citizens*	Three Years	Full Board
Canvassing Board⁴	Member	Chairman	Concurrent w/ term as Chair	Chairman
	Member <i>(Substitute)</i>	One Commissioner	Two Years	Full Board
	Member <i>(Alternate Substitute)</i>	One Commissioner	Two Years	Full Board
Challenger Learning Center Board⁵	Member	One Commissioner	Two Years	Chairman
Civic Center Authority⁶	Member	One Commissioner	Four Years	Chairman
	Member	One Citizen or One Commissioner	Four Years	Chairman
Community Redevelopment Agency (CRA)⁷	Members	Four Commissioners	Two Years	Full Board
Council on Culture & Arts⁸	Member <i>(Ex Officio voting)</i>	One Commissioner	Four Years	Full Board
	Members	Eight Citizens*	Four Years	Full Board
	Members	Seven Citizens*	Four Years	Mayor
	Member <i>(Ex Officio voting)</i>	One City Commissioner	Four Years	Mayor
Criminal Justice Coordinating Council⁹	Member	One Commissioner	Two Years	Chairman
Downtown Improvement Authority (DIA)¹⁰	Member <i>(Ex Officio voting)</i>	One Commissioner	Two Years	Chairman
Downtown Merchants & Business Association	Member	One Commissioner	Two Years	Chairman

Policy No. 11-2
Membership on Boards, Committees, Councils, and Authorities

Name	Type	Eligibility	Term	Appointing Authority
Economic Development Council (EDC)¹¹	Members	Two Commissioners	Two Years	Full Board
	Member	County Administrator or Employee designee	N/A	County Administrator
Educational Facilities Authority¹²	Liaison (<i>not a member</i>)	One Commissioner	Two Years	Full Board
	Members	Seven Citizens	Five Years	Full Board
Enterprise Zone Development Agency (EZDA)¹³	Member	One Commissioner (<i>Chairman or Chairman's designee</i>)	Four Years	Full Board
	Member	One Commissioner (<i>Vice Chairman or Vice Chairman's designee</i>)	Four Years	Full Board
	Members	Nine Citizens*	Four years	Full Board
	EZDA Chair	Current EZDA Members	Concurrent w/ term as Chair	Chairman
	EZDA Vice Chair	Current EZDA Members	Concurrent w/ term as Vice-Chair	Vice-Chairman
Geo-based Information Systems¹⁴	Member	One Commissioner	Two Years	Chairman
ICLEI – Local Governments for Sustainability¹⁵	Elected Official Liaison	One Commissioner	Concurrent w/ term of office	Full Board
	Staff Liaison	County Administrator or Employee	N/A	County Administrator
Joint City/County/School Board Coordinating Committee¹⁶	Member	One Commissioner	Four Years	Full Board
	Member	One Citizen*	Four Years	Full Board
Joint Planning Board (CHSP)¹⁷	Member	One Commissioner	Two Years	Chairman
	Member	One Citizen*	Two Years	Full Board
Palmer Munroe Youth Center Community Executive Committee¹⁸	Member	One Commissioner	Three Years	Full Board
	Member	One Citizen*	Three Years	Full Board

Policy No. 11-2
Membership on Boards, Committees, Councils, and Authorities

Name	Type	Eligibility	Term	Appointing Authority
Public Safety Coordinating Council ¹⁹	Member	One Commissioner	Two Years	Chairman
	Member	County Probation Director	Four years	County Administrator
	Members, at Chairman's Discretion	Representatives from county and state jobs programs and other community groups who work with offenders and victims	Four Years	Chairman
Research and Development Authority ²⁰	Member	One Commissioner	Four Years	Full Board <i>(By Resolution)</i>
	Members	Four Citizens*	Four Years	Full Board <i>(By Resolution)</i>
Tallahassee Sports Council ²¹	Member	One Commissioner	Three Years	Chairman
	Members	Six Citizens	Three Years	Full Board
	Members	Twelve Members, specified by position	Three Years	Full Board
Tourist Development Council ²²	Member <i>(Serves as TDC Vice Chair)</i>	One Commissioner <i>(Chairman or Chairman's designee)</i>	Two Years	Chairman
	Members	Six Citizens* <i>(consistent with Leon County Code)</i>	Four Years	Full Board
	Members	Two City Commissioners	Four Years	Full Board
Transportation Disadvantaged Coordinating Board ²³	Member <i>(Serves as TDCB Chair)</i>	One Commissioner	Two Years	Chairman
Value Adjustment Board ²⁴	Members <i>(one selected as VAB Chair)</i>	Two Commissioners	Two Years	Full Board
	Member	One Citizen*	Two Years	Full Board
Workforce Region 5 Consortium ²⁵	Member	One Commissioner	Two Years	Full Board

Policy No. 11-2
Membership on Boards, Committees, Councils, and Authorities

Foot Notes:

- * *Leon County Citizen shall be a qualified elector residing in Leon County and shall complete a Committee Application prior to Board consideration for appointment.*
1. *Apalachee Regional Council: Section 186.504 F.S.; FL Admin Code 29-L*
 2. *Big Bend Continuum of Care Board: Required as part of a \$1 million grant that the Big Bend Homeless Coalition received through the federal HEARTH Act; CoC Governance Charter*
 3. *Canopy Road Committee Bylaws*
 4. *Section 102.141 F.S.; Canvassing Board members must not be a candidate with opposition in the election being canvassed, or an active participant in the campaign or candidacy of any candidate who has opposition in the election being canvassed (Disqualified to Serve) Substitute Member serves if Chairman is unable or Disqualified to Serve; and Alternate Substitute Member serves if the Chairman and Substitute Member are unable or Disqualified to Serve.*
 5. *Challenger Learning Center Board Bylaws*
 6. *Civic Center Authority: Laws of FL, Chapter 2004-435*
 7. *Community Redevelopment Agency: City Code of Law, Chapter 6, Art. II, Div 2; Terms shall be consistent with City of Tallahassee Ordinance No. 07-O-35AA, which currently stipulates terms are concurrent with term of office; however, the County has requested a revision to provide for bi-annual appointments*
 8. *Sec. 265.32, F.S.; Res. R85-46, 10/29/1985; Interlocal Agreement, 10/18/1985; COCA Bylaws; During Board's meeting of October 14, 2003, the Board voted to fill seven positions on the COCA Board through the Mayor, and that COCA adopt revisions to its Bylaws consistent with the Board's vote. COCA members selected from list of three candidates submitted by COCA for each Citizen Appointment vacancy, consistent with Sec. 265.32, F.S.*
 9. *Criminal Justice Coordinating Council: Admin Order 2002-10*
 10. *Downtown Improvement Authority: Laws of FL Chapter 2003-356 Sec. 5(1)*
 11. *Economic Development Council Bylaws*
 12. *Sec. 243.21(4) F.S.; Resolutions R90-42, Resolution R07-65; Term for Educational Facilities Authority (members is five years; one of such members shall be a trustee, director, officer, or employee of an institution for higher education. (Sec. 243.21, F.S., and Resolution Resolutions R90-42; members required to file financial disclosures (R07-65)*
 13. *Leon County Code of Laws Chapter 2, Art. III, Div. 4; Selection Criteria for EZDA members: One representative from each of the following: 1. Chamber of Commerce, 2. A local financial or insurance entity, 3. A business operating within the proposed EZ area, 4. A resident residing within the proposed EZ area, 5. Non-profit, community-based organization operating within the proposed EZ area, 6. Local Workforce Development Board, 7. Local Code Enforcement Board, 8. Local Law Enforcement, 9. Chairperson of the Board of County Commissioners or Commissioner designee, 10. Vice-chairperson of the Board of County Commissioners or Commissioner designee, and, 11. Mayor of the City of Tallahassee or designee*
 14. *Geo-based Information Systems: Interlocal Agreement, May 1990*
 15. *ICLEI – Leon County is a member of ICLEI and entitled to a representative*
 16. *Joint City/County/School Board Coordinating Committee: Interlocal Agreement, September 2006*
 17. *Joint Planning Board: Leon County Board Policy No. 01-04; October 23, 2013, Agenda Item #7, Revised JPB Bylaws*
 18. *Palmer Munroe Youth Center Community Executive Committee – Memorandum of Understanding (MOU) Between City of Tallahassee and Leon County; Palmer Munroe Youth Center Bylaws*
 19. *Public Safety Coordinating Council: Sec. 951.25 F.S.; PSCC membership shall be consistent with Sec. 951.26, F.S. and include "...representatives from county and state jobs programs and other community groups who work with offenders and victims, appointed by the chairperson of the board of county commissioners to 4-year terms."*

Policy No. 11-2
Membership on Boards, Committees, Councils, and Authorities

20. *Research and Development Authority: Sec. 159.703 F.S.; Leon County Code of Laws Chapter 2, Art. III, Div. 2; Resolution Nos. R10-100, R11-07; members required to file financial disclosures (R07-65)*
21. *Tallahassee Sports Council; Enabling Resolution No. R12-05– February 28, 2012*
22. *Sec. 125.0104(4)(e) F.S.; Ordinance No. 2011-10; Leon County Code of Laws Chapter 11, Art. III, Sec. 11-48; Appointments to Tourist Development Council (TDC) shall be consistent with Ordinance No. 2011-10, Leon County Code, Chapter 11, III; and Sec. 125.0104(4)(e), F.S. Selection Criteria for TDC members: One member of the Council shall be the current Chairman of the Board of County Commissioners of Leon County, or any other member of the Board as designated by the Chairman, who shall serve as Vice Chairman of the Tourist Development Council. Two members of the Council shall be Elected Municipal Officials. Three (3) members of the Council shall be owners or operators of motels, hotels, or other tourist accommodations in the County and subject to the tax. Three (3) members of the Council shall be persons who are involved in the tourist industry and who have demonstrated an interest in tourist development, but who are not owners or operators of motels, hotels, or other tourist accommodations in the County and subject to the tax.*
23. *Transportation Disadvantaged Coordinating Board: Section 427.0157 F.S.; 41-2.012(1) FL Administrative. Code*
24. *Sec. 194.015 F.S.; FAC Code 12D-9.004; Selection Criteria for Value Adjustment Board (VAB Citizen Appointment: (1) Person above the age of 18; (2) Owns homestead property within Leon County (3) Is not a member or employee of any taxing authority (4) Does not represent property owners in any administrative or judicial review of property taxes; and (5) Is not engaged in litigation against any County in the State of Florida. The Citizen will be appointed for a one-year Value Adjustment Board Cycle, and appointments will be made as soon as possible after the prior cycle has been completed.*
25. *Sec. 445.007, F. S.; 2013 Interlocal Agreement between Workforce plus, Leon County, Gadsden County, and Wakulla County*

Revised 2/11/2014

**Leon County
Board of County Commissioners**


Notes for Agenda Item #18

Leon County Board of County Commissioners

Cover Sheet for Agenda #18

April 8, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Consideration of Full Board Appointment of a Commissioner to the Juvenile Justice Circuit Advisory Board

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/ Project Team:	Christine Coble, Agenda Coordinator

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

- Option #1: Appoint a County Commissioner to the Juvenile Justice Circuit Advisory Board.
- Option #2: Authorize staff to revise Policy No. 11-2, "Membership on Boards, Committees, Councils, and Authorities" to reflect the addition of the Juvenile Justice Circuit Advisory Board and the term of appointment as two years.

Report and Discussion

Background:

The Florida Legislature passed House Bill 617 during the 2013 Session, which authorizes the establishment of a Juvenile Justice Circuit Advisory Board in each of the 20 judicial circuits. The Juvenile Justice Circuit Advisory Boards will create a cohesive and effective forum for local stakeholders to share ideas and improve the delivery of community-based services to Florida's youth who are at risk of delinquency.

Analysis:

Juvenile Justice Circuit Advisory Board

Purpose: The Circuit Advisory Board will provide advice and direction to the Florida Department of Juvenile Justice (DJJ) in the development and implementation of juvenile justice programs and will work collaboratively with the DJJ in seeking program improvements and policy changes to address the emerging and changing needs of Florida's youth. A copy of the Juvenile Justice Circuit Advisory Boards' Bylaws are attached (Attachment #1).

Composition: The membership of the Circuit 2 Advisory Board to be comprised of 41 members: one state attorney, one public defender, one chief judge, six county sheriffs, eight police chiefs, six county commissioners (one from each county), six school superintendents (one from each county/district), one county workforce organization representative, one business community representative, one faith community representative, one representative from Department of Children and Families, one health services representative, one parent of a juvenile justice youth, one juvenile justice-involved youth (not >21 years), and five at-large for the Circuit (community leaders or members of youth-serving coalitions).

Vacancies: One County Commissioner needs to be appointed to the Juvenile Justice Circuit Advisory Board. A membership application will need to be completed and submitted (Attachment #2) to the Circuit Advisory Chairman, Donnie Read.

Additional Information: Although the Juvenile Justice Circuit Advisory Boards' Bylaws does not establish term limits, staff recommends that the Board set the term of appointment for two years, with the initial term expiring December 31, 2015. This approach is consistent with how other Commissioner appointments are established.

Table 1: Juvenile Justice Circuit Advisory Board

Vacancies	Applicant	Recommended Action
Vacant	County Commissioner	Full Board makes one appointment of a Commissioner.

Options:

1. Appoint a County Commissioner to the Juvenile Justice Circuit Advisory Board.
2. Authorize staff to revise Policy No. 11-2, "Membership on Boards, Committees, Councils, and Authorities" to reflect the addition of the Juvenile Justice Circuit Advisory Board as a full Board appointment with a term of two years.
3. Board direction.

Recommendation:

Options #1 and #2.

Attachments:

1. Juvenile Justice Circuit Advisory Boards' Bylaws
2. Membership Application

Juvenile Justice Circuit Advisory Boards

Bylaws

Article I.

Name and Authority; Purposes; Powers and Duties

Section A. Name and Authority.

1. The name of the entity described herein shall be the "Juvenile Justice Circuit Advisory Board", ("Board").
2. The Board is created and given its authority by section 985.664, Florida Statutes.
3. These Bylaws are established pursuant to section 985.664, F.S.

Section B. Purpose. As provided by section 985.664, F.S.

The purpose of each Board is to provide advice and direction to the Department of Juvenile Justice (DJJ) in the development and implementation of juvenile justice programs and to work collaboratively with the DJJ in seeking program improvements and policy changes to address the emerging and changing needs of Florida's youth who are at risk of delinquency.

Section C. Duties and Responsibilities: The Board shall have the following functions:

1. Developing a Comprehensive Plan for the circuit. The initial Comprehensive Plan shall be submitted to the DJJ no later than December 31, 2014. The second is due June 30, 2017 and no later than June 30 every 3 years thereafter. The DJJ shall prescribe a format and content requirements for the submission of the Comprehensive Plan.
2. Participating in the facilitation of interagency cooperation and information sharing.
3. Providing recommendations for public or private grants to be administered by one of the community partners that support one or more components of the Comprehensive Plan.
4. Providing recommendations to the DJJ in the evaluation of prevention and early intervention grant programs, including the Community Juvenile Justice Partnership Grant program established in section 985.676, F.S. and proceeds from the Invest in Children license plate annual use fees.
5. Providing an Annual Report to the DJJ describing the Board's activities. The DJJ shall prescribe a format and content requirements for submission of the Annual Report. The Annual Report must be submitted to the DJJ no later than August 1 of each year.

Article II.

Board Membership

Section A. Board Composition.

Each member of the Board must be approved by the Secretary of the Department of Juvenile Justice. The Boards must include as members:

1. The state attorney or his or her designee.
2. The public defender or his or her designee.
3. The chief judge or his or her designee.
4. A representative of the corresponding circuit or regional entity of the Department of Children and Families.
5. The sheriff or the sheriff's designee from each county in the circuit.
6. A police chief or his or her designee from each county in the circuit.
7. A county commissioner or his or her designee from each county in the circuit.
8. The superintendent of each school district in the circuit or his or her designee.
9. A representative from the workforce organization of each county in the circuit.
10. A representative of the business community.

11. A youth representative who has had an experience with the juvenile justice system and is not older than 21 years of age.
12. A representative of the faith community.
13. A health services representative who specializes in mental health care, victim-service programs, or victims of crimes.
14. A parent or family member of a youth who has been involved with the juvenile justice system.
15. Up to five representatives from any of the following who are not otherwise represented in this subsection:
 - A. Community leaders.
 - B. Youth-serving coalitions.

Section B. Membership Requirement; Resignation; Suspension or Removal from Office.

1. Member(s) shall attend all regularly scheduled Board meetings. Any Board member who is not present or represented for three (3) consecutive meetings within any twelve-month (12-month) period, without having been excused by the Chair, is deemed to have resigned, and the Board shall immediately declare the seat vacant.
2. Any member who is deemed to have resigned shall not be eligible for reinstatement for a period of six (6) months.
3. The Board shall update its membership roster with new contact information immediately upon any changes in membership.
4. There shall be no term limits for membership on the Board.
5. All Members are required to actively serve on a minimum of one (1) committee of the Board.

Section C. Code of Ethics. The Members shall be subject to the provisions of Chapter 112, F.S. Part III, F.S. to the extent required by applicable law, and shall conduct themselves accordingly.

Section D. Compensation. Members shall receive no compensation for service.

Article III.
Officers of the Board

Section A. General.

1. The Officers of the Board shall be a Chair, a Vice Chair, and a Secretary.
2. For the Chair appointed in September, 2013, the initial term shall expire June 30, 2015. The Chair shall serve a two (2) year term, not to exceed two (2) consecutive terms effective July 1.
3. For the Vice Chair and Secretary elected in 2013, their initial term shall expire June 30, 2016. Thereafter, Vice Chair and Secretary shall serve two (2) year terms.
4. Officers shall be elected, prior to July 1 in the year of their terms' expiration. A Nominations and Membership Committee shall nominate the Officers.
5. Elections to fill vacancies created by the death, resignation, or removal of Officers are for the unexpired terms of the respective Officers, but shall not count against the Chair's term limit set forth above.

Section B. Roles and Responsibilities of the Officers.

1. The **Board Chair** shall have the following powers and duties:
 - A. to conduct all meetings of the Board and Executive Committee;
 - B. to serve as the official spokesperson for the Board in all activities that the Board deems appropriate;
 - C. to submit such reports to such parties as may be appropriate;
 - D. to sign official documents and correspondence on behalf of the Board;

- E. to excuse absences of Members;
 - F. to create and terminate all Ad Hoc Committees;
 - G. to be an ex officio member of all committees;
 - H. to appoint and remove at will the Committee Chair(s) and Committee member(s) from committees other than the Executive Committee;
 - I. to take such other actions, with the DJJ, as may be delegated by the Board, or as may be appropriate, including arranging for administrative support; and
 - J. to attend all DJJ coordinated statewide Board Chair meetings or send a designee on his/her behalf.
2. The **Vice Chair** shall have the following powers and duties:
- A. to assume the powers and carry out the duties of the Chair in the Chair's absence;
 - B. to remain informed of the current issues and activities of the Board to be ready to assume control of the Board if the Chair is absent or vacates office; and
 - C. to carry out such other duties as may be delegated by the Board or the Chair.
3. The **Secretary** shall have the following powers and duties:
- A. to ensure public notice of all regular and Special Board, Executive, and sub-committee meetings is made in accordance with the Government-in-the-Sunshine provisions
 - B. to ensure that minutes of the Board meetings are prepared and distributed as provided in Article V, Section E of the Bylaws;
 - C. to collect and keep all sign-in sheets from Board meetings;
 - D. to maintain a current Board membership list;
 - E. to prepare correspondence as directed by the Board or the Chair; and
 - F. to carry out such other duties as may be delegated by the Board or Chair.

Article IV. **Committees of the Board**

Section A. Executive Committee.

- 1. There shall be an Executive Committee of the Board, comprised of the Board Chair, Vice Chair, the Secretary, and the Chairs of each Standing and Ad Hoc committee
- 2. The Executive Committee shall have the following powers and duties:
 - A. to serve in an overall leadership capacity to the Board in the formulation of policy; to serve as a liaison for the Board with the DJJ;
 - B. to promote the Board's continuous cooperative working relationship with governmental and private agencies to support the best interests of the Board;
 - C. to develop Circuit Juvenile Justice Plan and Annual Report and to deliver such Plan and Report to DJJ by the due dates;
 - D. to ensure the functions under the Board's authority are completed as required under these Bylaws, DJJ policy and Florida law; and
 - E. to take such other actions, emergency or ordinary course, as may be appropriate to support the interests of the Board.

Section B. Standing Committees; Ad Hoc Committees.

- 1. There shall be the following standing committees of the Board, which shall be perpetual in duration, and which shall have the following functions:
 - A. Grant Committee - shall make recommendations on prevention grants to the DJJ;
 - B. Legislative Committee - shall develop the Board's Legislative Platform consistent with Board and DJJ's priorities, and develop strategies for advocating with the Legislature on priorities;

- C. Disproportionate Minority Contact Committee - shall develop and support strategies that reduce the number of minority youth who have contact with the juvenile justice system.
 - D. Faith Community Network Committee – shall engage representatives of the faith community in addressing juvenile issues; and
 - E. Planning Committee – shall develop and implement planning for events that will be carried out by the Board, i.e. Juvenile Justice Week.
 - F. Nominations and Membership Committee – To nominate new officers and to recruit new members.
2. The Chair may establish other standing committees as necessary.
 3. The Chair may establish ad hoc committees of less than perpetual duration as necessary.

Article V. **Meetings**

Section A Government-in-the-Sunshine Provisions.

1. The Board, the Members, the Officers, the Executive Committee, all Committees and Chairs shall comply with the Government-in-the-Sunshine law.
2. All Board and committee meetings shall be advertised (with agenda if available) to the public seven (7) days before each meeting. If the timing of any meeting makes compliance with this time period impossible, such advertising shall be accomplished as soon as practicable prior to the meeting.
3. Members of the public shall be given a reasonable opportunity to be heard on a proposition before the Board. The Chair shall periodically request that any members of the public who wish to address the Board inform the chair of their intent and the type of proposition. At the discretion of the chair, such opportunity may be at the beginning of each meeting, the end of each meeting, before votes or at intermediate times. Each member of the public shall be given up to 15 minutes to speak or to present a written statement on a proposition. If there is a group of speakers on a given topic, the Chair (or group of speakers) may choose a representative to speak for the group. All requirements may be modified at the discretion of the Chair to expand the public's opportunity to speak.

Section B. Regular Meetings of the Board.

1. Shall be held at least once every three (3) months.
2. Only matters, which are contained in the meeting agenda may be voted on at the meeting unless there is a temporary setting aside of the Agenda by a majority vote.

Section C. Executive Committee Meetings.

1. Meetings of the Executive Committee shall be held as needed.
2. Executive Committee meetings may be incorporated into Regular Board meetings.

Section D. Minutes.

1. The Secretary shall post the minutes no later than seven (7) days prior to the next Regular Board meeting. Any amendments to the minutes shall be addressed during the next Regular Board meeting for consideration and approval.
2. Executive Committee meeting minutes shall be prepared and circulated to the Executive Committee by the Secretary at least seven (7) days prior to the next Executive Committee meeting, and shall be circulated to Board members by the Secretary during or before the next Board meeting for consideration and approval.

3. Standing and Ad Hoc Committee meeting minutes shall be prepared and maintained by the committee Chair and a report containing the minutes shall be distributed to all members at the next Regular Board meeting.

Section E. Quorum

1. A quorum at a Board meeting and committee meeting shall consist of at least one-half (1/2) of the members. A quorum must be present for in order to vote on a measure or position.
2. A quorum at an Executive Committee meeting shall consist of not less than three (3) Executive Committee Members and shall include not less than one (1) Officer.
3. In order for a measure or position to pass, it must receive more than 50 percent of the vote.

Section F. Parliamentary Authority.

The rules and procedures contained in the most current edition of Robert's Rules of Order, ("Robert's Rules"), shall govern the activities of the Board in all cases to which they are applicable; provided, however, that Robert's Rules shall not be applicable to the extent they are inconsistent with section 985.664, F.S. or the Bylaws.

**Article VI.
Fiscal Year**

The Fiscal year of the Board shall be based on a fiscal year, July 1 to June 30.

**Article VIII.
Amendments to the Bylaws**

Section A. Notice for Amendments at Board Meetings.

Amendments to the Bylaws shall be made only at the discretion of the DJJ Secretary with notice for the Board to review and adopt the revisions. The notice shall include copies of proposed amendment(s) to the Bylaws

Date bylaws adopted: _____, 20__

Chair: _____ Date: _____

Vice Chair _____ Date: _____

**Leon County
Board of County Commissioners**


Notes for Agenda Item #19

Leon County Board of County Commissioners

Cover Sheet for Agenda #19

April 8, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Joint City/County Transmittal Public Hearing on Cycle 2014-1
Comprehensive Plan Amendments

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/Division Review:	Tony Park, P.E., Director, Public Works & Community Development Wayne Tedder, Director, PLACE (Planning, Land Management & Community Enhancement)
Lead Staff/ Project Team:	Cherie Bryant, Planning Manager Brian Wiebler, Long-Range Principal Planner

The materials for Agenda Item #19, Joint City/County Transmittal Public Hearing on Cycle 2014-1 Comprehensive Plan Amendments may also be found at the following link:

<http://cms.leoncountyfl.gov/coadmin/agenda/compplan/20140408.pdf>

TRANSMITTAL HEARING MATERIALS

CYCLE 2014-1

COMPREHENSIVE PLAN AMENDMENTS

Joint City-County Transmittal Hearing

Tuesday, April 8, 2014, 6:00PM

County Commission Chambers

MEMORANDUM

DATE: March 27, 2014

TO: Members of the Board of County Commissioners and Tallahassee City Commission

FROM: Megan Doherty, Comprehensive Planning Team

SUBJECT: Transmittal Hearing, Comprehensive Plan Amendment Cycle 2014-1

The joint City-County Commission transmittal hearing for the 2014-1 Comprehensive Plan amendment cycle is scheduled for Tuesday, April 8th at 6:00 PM in the County Commission Chambers. This electronic version of materials for the transmittal hearing includes the agenda, staff reports, and public comments received through March 26, 2014.

Attached for your consideration are:

- Transmittal Hearing Agenda
- Recommendations Matrix, current as of March 27, 2014
- Staff Reports for each amendment
- Public Comments

If you have questions about any of this information or need additional materials, please do not hesitate to contact me at 891-6400.

Transmittal Hearing Agenda

April 8, 2014

**JOINT CITY-COUNTY TRANSMITTAL HEARING
AGENDA**

APRIL 8, 2014 6:00 PM

County Commission Chambers, Leon County Courthouse, 301 S. Monroe Street

A. Introductory Comments by Staff

B. Public Comments on Consent Agenda

C. Consent Agenda - Consistent recommendations from Planning Department staff, the Local Planning Agency, and the Tallahassee City Commission and Board of County Commissioners preliminary votes at February 25th Workshop

1. PCM140101: Buena Vista Drive
2. PCM140102: Governor's Park Corners
3. PCM140103: Capital Circle Northwest
4. PCM140104: DeSoto Park Drive
5. PCM140105: North Meridian Street
6. PCM140106: Mission San Luis
7. PCM140108: Northeast Park
8. PCM140109: Lake Overstreet Addition
9. PCT140111: Changes to Suburban Category Per-Parcel Development Limitations
10. PCT140112: Lake Protection Minimum Lot Size

D. Public Comments on Discussion Items

E. Discussion Items

1. PCM140107: Governor's Mansion and the Grove

F. Adjournment

If you have a disability requiring accommodations, please contact the Tallahassee-Leon County Planning Department. The Planning Department telephone number is (850) 891-6400. The telephone number of the Florida Relay TDD Service is # 1-800-955-8771.

"Please be advised that if a person decided to appeal any decision made by the Planning Commission/Local Planning Agency with respect to any matter considered at this meeting or hearing, such person will need a record of these proceedings, and for this purpose such person may need to ensure that a verbatim record of the proceedings is made, which record indicates the testimony and evidence upon which the appeal is to be based. The Planning Commission/Local Planning Agency does not provide or prepare such a record (Section 286.0105 F.S.)."

MATRIX FOR CYCLE 2014-1

A = Approve
 D = Denial
 AM = Approve as Modified

Item #	Amendment To:	Nature of Proposed Amendment	Planning Staff Recommendation	Water Resources Committee Recommendation	LPA Recommendation	City Commission Position	Board of County Commissioners Position
PCM140101	FUTURE LAND USE MAP Buena Vista Drive	From: Urban Residential-2 To: Suburban 0.57-acre	D	Not Reviewed	D	D	D
PCM140102	FUTURE LAND USE MAP Governor's Park Corners	From: Urban Residential-2 To: Planned Development 7.24-acres	A	Not Reviewed	A	A	A
PCM140103	FUTURE LAND USE MAP Capital Circle Northwest	From: Industrial To: Suburban 23.5-acres	AM – Expanded to include one additional parcel	Not Reviewed	AM – Expanded to include one additional parcel	AM – Expanded to include one additional parcel	AM – Expanded to include one additional parcel
PCM140104	FUTURE LAND USE MAP DeSoto Park Drive	From: Government Operational To: Suburban 1.27-acres	A	Not Reviewed	A	A	A
PCM140105	FUTURE LAND USE MAP North Meridian Street	From: Government Operational To: Neighborhood Boundary 0.39-acre	A	Not Reviewed	A	A	A
PCM140106	FUTURE LAND USE MAP Mission San Luis	From: Residential Preservation, Recreation/ Open Space, Suburban and University Transition To: Government Operational 63.35-acres	A	Not Reviewed	A	A	A
PCM140107	FUTURE LAND USE MAP Governor's Mansion and the Grove	From: <i>The Grove</i> - Recreation/Open Space <i>Gov. Mansion</i> - Government Operational & Central Urban To: <i>The Grove</i> - Government Operational <i>Gov. Mansion</i> - Central Urban 16.88-acres	A	Not Reviewed	Continued to April 1, 2014 LPA Meeting	Not Reviewed	Not Reviewed
PCM140108	FUTURE LAND USE MAP Northeast Park	From: Rural To: Government Operational 100-acres	A	Not Reviewed	A	A	A

MATRIX FOR CYCLE 2014-1

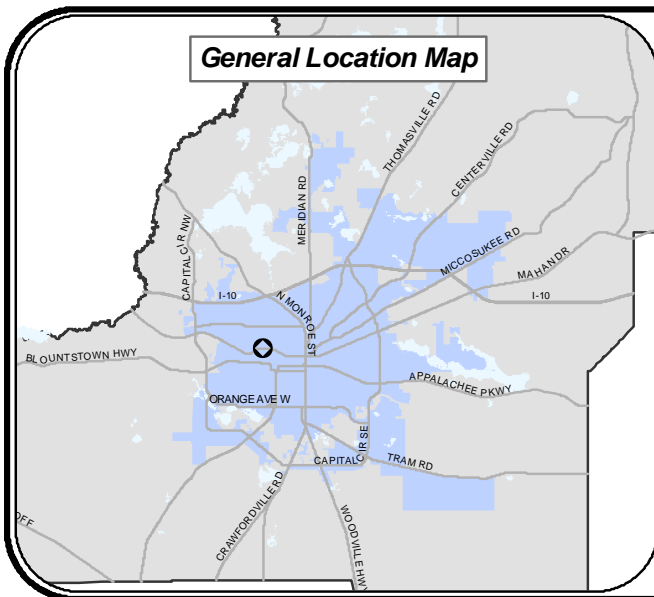
A = Approve
 D = Denial
 AM = Approve as Modified

<i>Item #</i>	<i>Amendment To:</i>	<i>Nature of Proposed Amendment</i>	<i>Planning Staff Recommendation</i>	<i>Water Resources Committee Recommendation</i>	<i>LPA Recommendation</i>	<i>City Commission Position</i>	<i>Board of County Commissioners Position</i>
PCM140109	FUTURE LAND USE MAP Lake Overstreet Addition	From: Lake Protection and Residential Preservation To: Recreation/Open Space 858-acres	A	A	A	A	A
PCT140110	TEXT AMENDMENT WITHDRAWN	N/A	N/A	N/A	N/A	N/A	N/A
PCT140111	TEXT AMENDMENT Changes to Suburban Category Per-Parcel Development Limitations	Amend the Future Land Use Element to address the per-parcel development limitations within the Suburban future land use category.	A	Not Reviewed	A	A	A
PCT140112	TEXT AMENDMENT Lake Protection Minimum Lot Size	Amendment to eliminate the ½-acre minimum lot requirement for cluster developments in the unincorporated areas of the Lake Protection future land use category where sewer facilities are available	A	D	A	A	A

Staff Reports



Aerial date: 2012



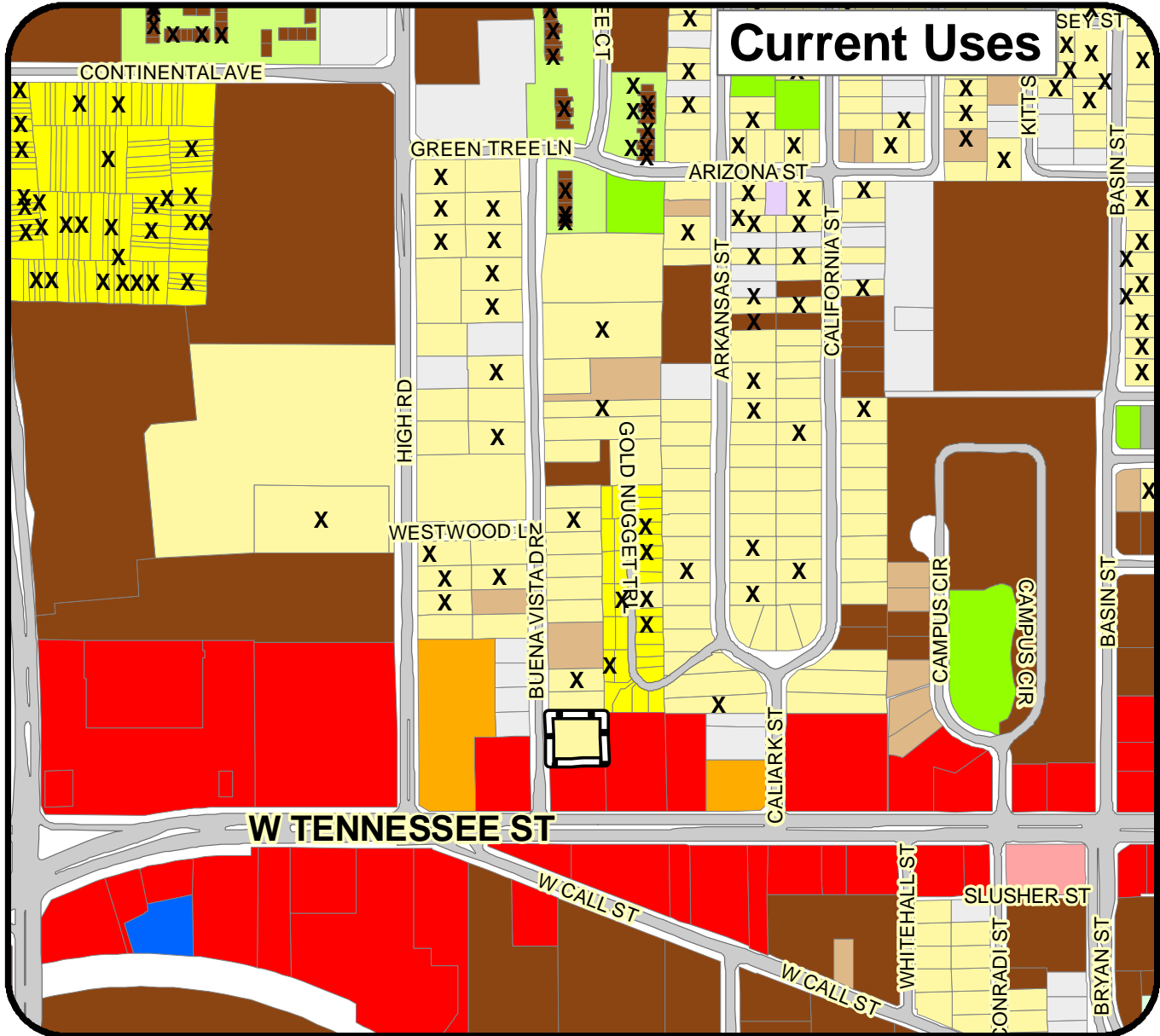
**Buena Vista Dr.
Near
Tennessee St Street
PCM140101**

A.J. Sports/Arthur J. Jusko

**SITE TAX ID:
21-27-30-000-0120**


ACRES: 0.57 ±





















Current Uses

Legend

-  Subject Parcel
- X** Homestead Exemption Parcels

Current Uses (Oct. 2013)

- | | |
|--|---|
|  Single Family Detached/Mobile Home |  School |
|  Single Family Attached |  Open Space Undesignated |
|  Two-Family Dwelling |  Open Space Common Areas |
|  Multi-Family |  Open Space Resource Protection |
|  Motel/Hospital/Clinic |  Open Space Recreation/Parks |
|  Retail |  Religious/Non-profit |
|  Office |  Transportation/Communications/Utilities |
|  Warehouse |  Vacant |

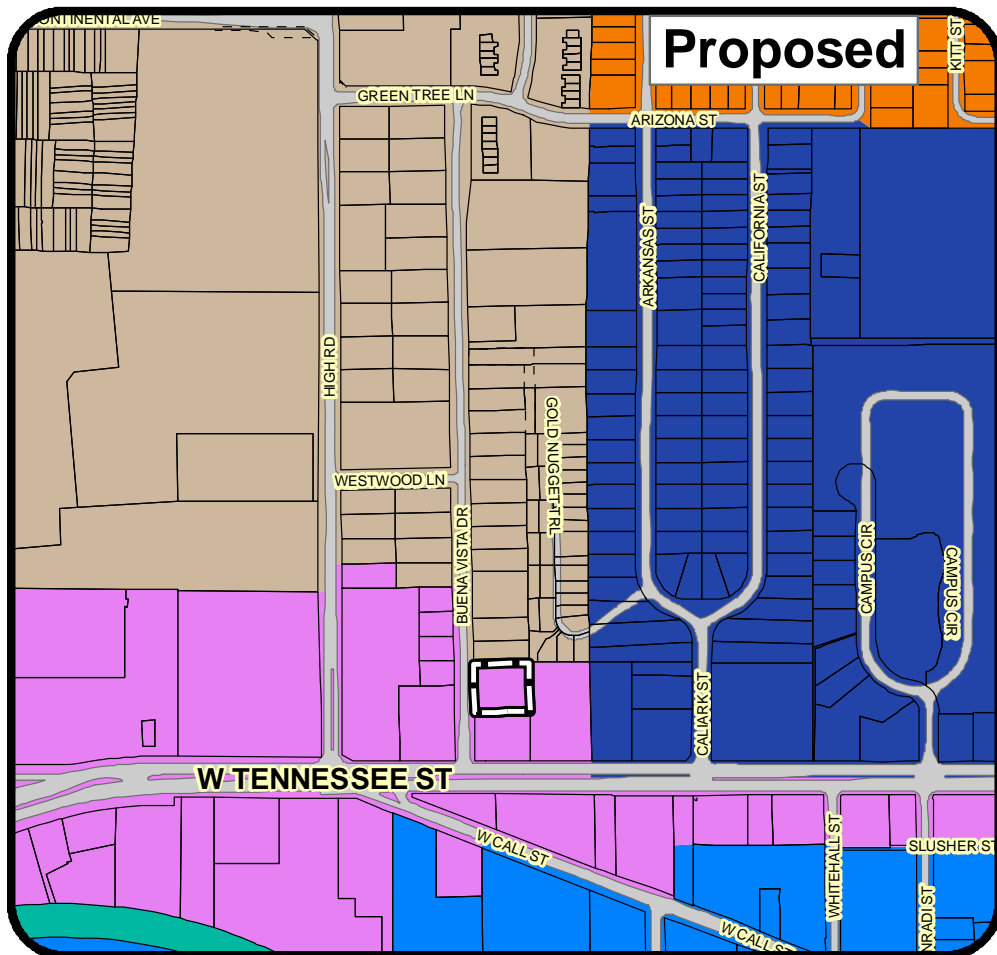
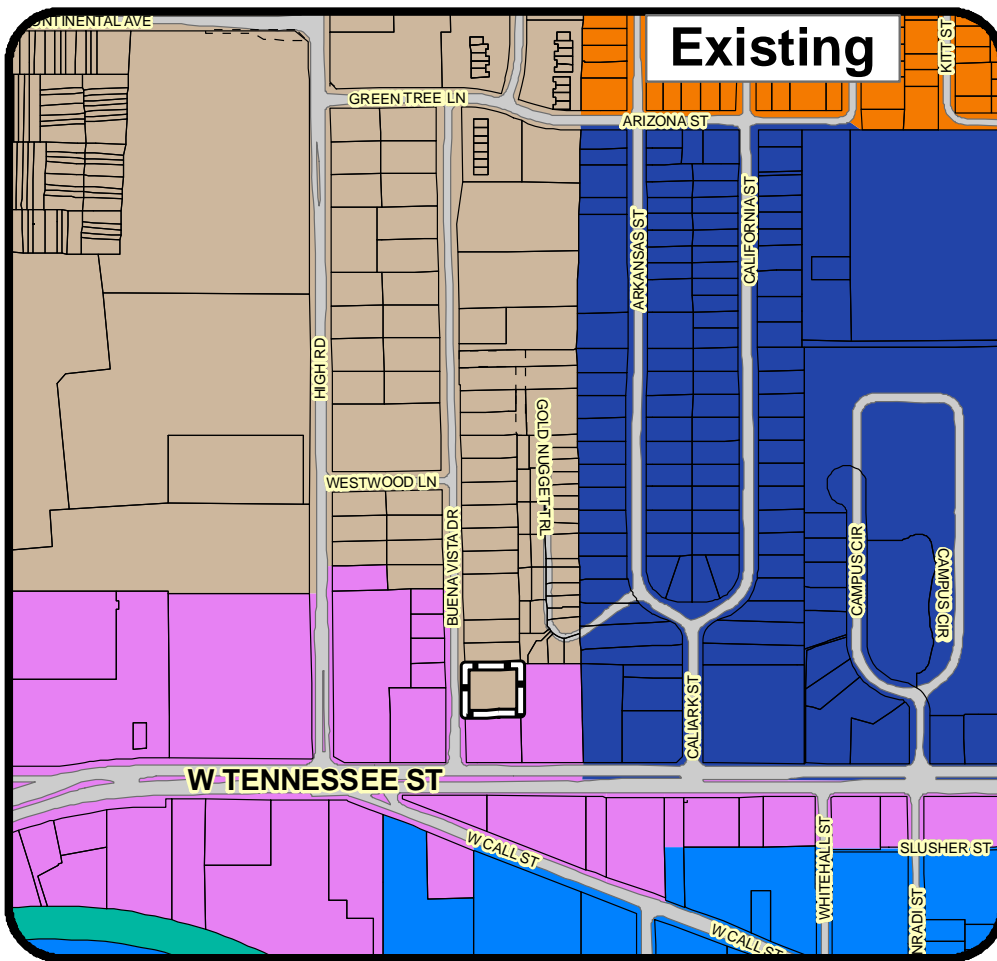
**Buena Vista Dr.
Near
Tennessee St Street
PCM140101**

A.J. Sports/Arthur J. Jusko

**SITE TAX ID:
21-27-30-000-0120**






ACRES: 0.57 ±





Future Land Use

Legend

-  Central Urban
-  Open Space
-  University Transition
-  Suburban
-  Urban Residential 2



Subject Parcel

**Buena Vista Dr.
Near
Tennessee St Street
PCM140101**

A.J. Sports/Arthur J. Jusko

**Existing
Urban Residential 2**

**Proposed
Suburban**

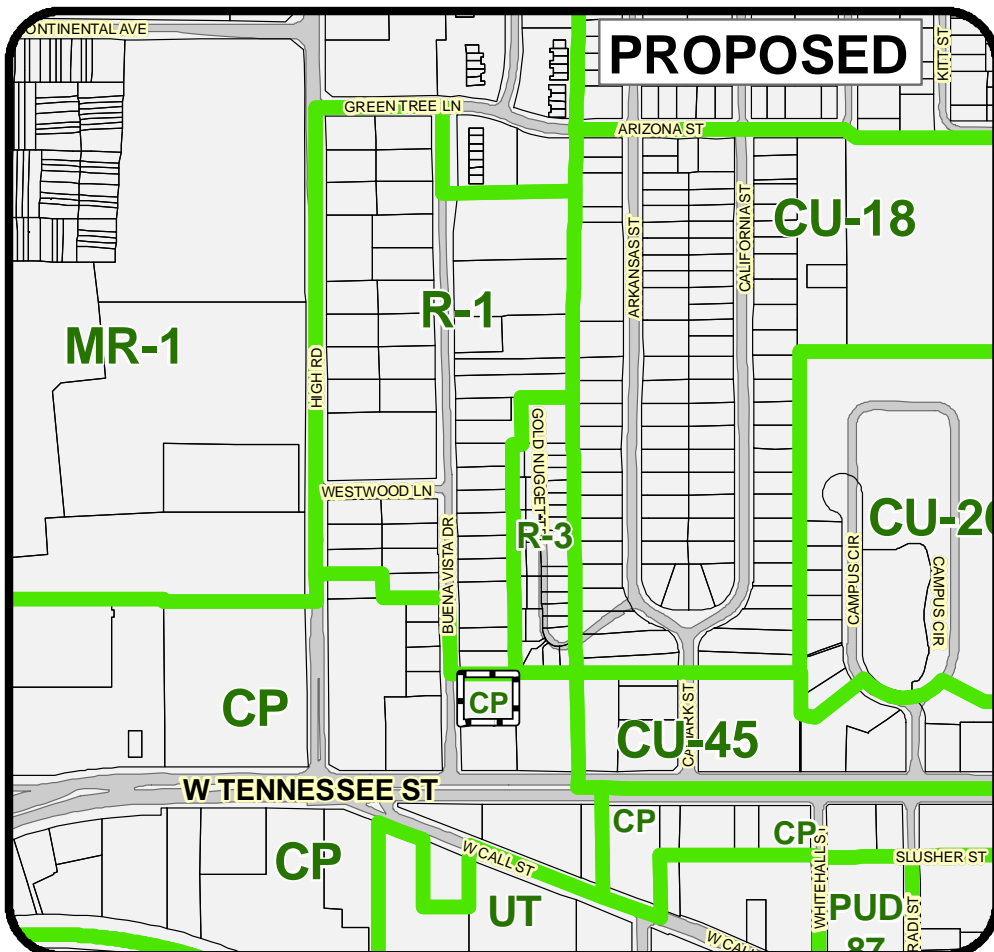
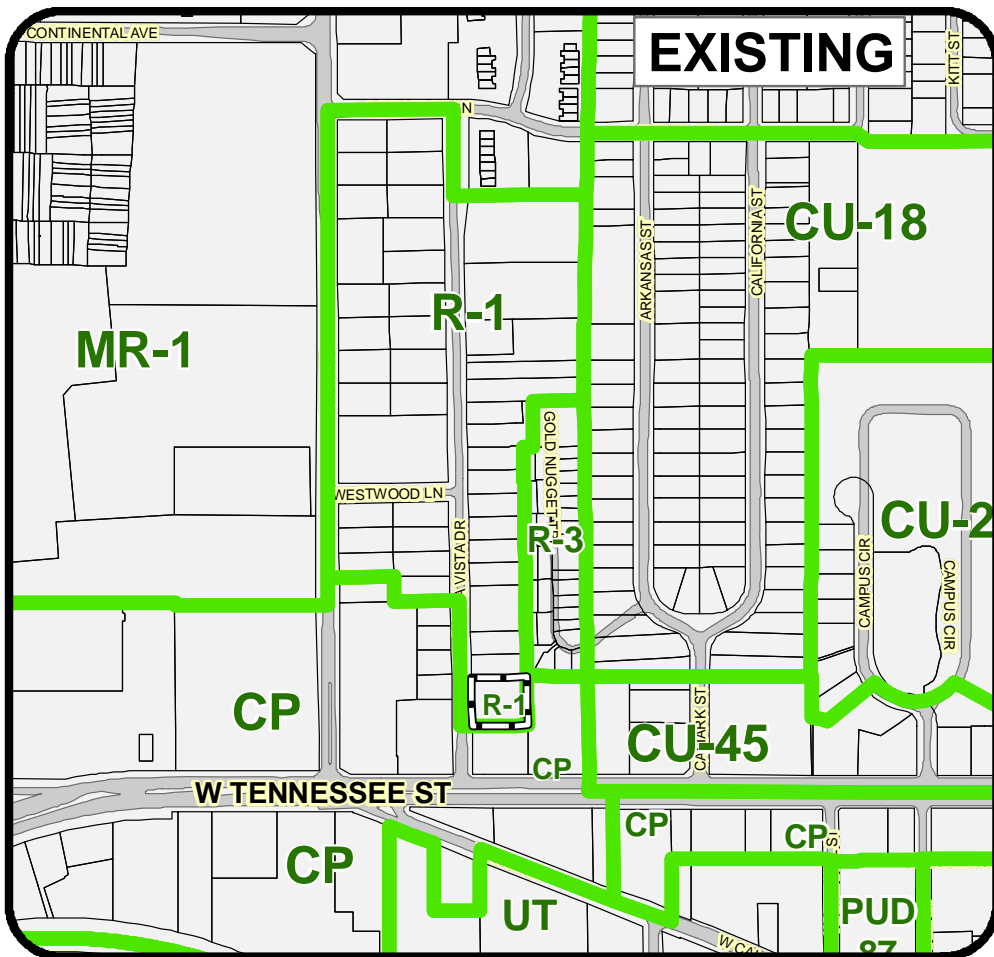


**SITE TAX ID:
21-27-30-000-0120**

ACRES: 0.57 ±



PLACE PLANNING LAND MANAGEMENT AND COMMUNITY ENHANCEMENT



ZONING

Legend



Subject Parcel



zoning

**Buena Vista Dr.
Near
Tennessee St Street
PCM140101**

A.J. Sports/Arthur J. Jusko

Existing

Residential 1

Proposed

Commercial Parkway



**SITE TAX ID:
21-27-30-000-0120**

ACRES: 0.57 ±



MAP AMENDMENT #: PCM140101

APPLICANT: A. J. Sports, Inc. /Arthur Jusko

TAX I.D. # s: 21-27-30-000-0120 (±.57 acre)

CITY X COUNTY

CURRENT DESIGNATION: Urban Residential -2 (UR-2)

REQUESTED DESIGNATION: Suburban (Sub)

DATE: January 27, 2014

PRELIMINARY STAFF RECOMMENDATION: Deny Amendment PCM140101

A. SUMMARY:

This is a request to change the Future Land Use Map designation from “Urban Residential-2” to “Suburban” for one (1) parcel totaling 0.57 acres. The parcel is located north of West Tennessee Street within the Mobility District and is adjacent to existing commercial uses fronting on West Tennessee Street. The existing Urban Residential-2 category allows residential densities up to 20 units per acre. The proposed Suburban category allows a mixture of office and commercial uses in addition to residential densities up to 20 units per acre. The applicant has requested this change to allow for the addition of a vehicle entrance/exit connecting to an adjacent property located at 1800 West Tennessee Street(AJ Sports Bar), also owned by the applicant. The applicant recently completed an addition to the property at 1800 West Tennessee Street which resulted in the elimination of a vehicle driveway. The applicant's intent is to improve the ease of vehicle traffic flow to and within the property located at 1800 West Tennessee Street.

A rezoning application has been filed concurrent with this amendment. A zoning change from Residential-1 to Commercial Parkway is being requested to implement the proposed amendment to the Future Land Use Map.

B. REASONS FOR RECOMMENDATIONSTODENY:

1. The proposed amendment is inconsistent with the Vision Statement of the adopted Comprehensive Plan since it is the intent of the Plan to protect and maintain the integrity of existing residential neighborhoods. In December 2000, the Mission Hills/Buena Vista Neighborhood, which includes the request site, was down zoned from R-3 to R-1 by the City Commission to further protect the neighborhood from encroachment of incompatible uses.

2. Pursuant to Land Use Policy 2.1.1, the proposed change appears to signify an “encroachment of incompatible uses that are destructive to the character and integrity of the residential environment.” The subject site is on the periphery of an existing residential neighborhood. The proposed amendment would start the orientation of commercial onto Buena Vista Drive which could result in erosion of the existing residential area in the vicinity of the request.
3. The proposed amendment is inconsistent with Housing Element Objective 3.2, which provides for fostering and maintaining the viability of residential areas and neighborhoods and the integrity of the housing stock located within them.
4. The development resulting from the proposed amendment could increase the traffic flow on Buena Vista Drive, a local residential street with open ditches, steep inclines, no curb and gutter, and no sidewalks.
5. The subject parcel and surrounding area is located in the Mobility District, which promotes the use of alternative transportation to the automobile, including transit and bicycles. The proposed amendment is intended to maximize use by automobile traffic.

C. APPLICANT’S REASON FOR THE AMENDMENT:

The application gives the following basis for the proposed change:

“I am the owner of the property located at 1800 West Tennessee St. This property includes A.J. Sport, two retail units and the back lot of the new A T & T building. I am also the owner of 803 Buena Vista which is located adjacent to the above property. I am interested in adding an exit/entrance through the Buena Vista property to the 1800 location. The property originally had two exits but the addition eliminated one of them and it is my desire to increase the ease of traffic flow with the new entrance”.

D. STAFF ANALYSIS:

The subject site consists of one parcel totaling .57 acres located immediately east of Buena Vista Drive and north of West Tennessee Street. The parcel has on it a single-family residence that was constructed in 1950. Surrounding land uses include single-family, two-family and multi-family residences to the north, retail development to the east and south, and vacant commercial and retail to the west.

In determining whether the subject site should remain in the Urban Residential-2 land use category or be changed to Suburban, several issues need to be considered: 1) the intent of each of the categories as they relate to the site and surrounding area; 2) the effects the proposed change could have on the character of the area; 3) an evaluation of the applicant’s reasons for the proposed amendment in context of the Comprehensive Plan and surrounding area; and 4) availability of infrastructure.

1. Review of the Site Relative to the Intent of the Future Land Use Categories

The subject site is currently designated Urban Residential- 2 on the Future Land Use Map (FLUM). Land Use Policy 2.2.24 establishes the Urban Residential- 2 future land use category. The primary intent of the category is to encourage a range of housing density (4-20 dwelling units per acre), thereby promoting infill development, reducing urban sprawl, and maximizing the efficiency of infrastructure. The category allows townhouses, single-family detached, two-family, and multi-family dwelling units as well as open space/recreation and community facilities related to residential uses. It may also serve as a transition category between lower density residential categories and more intensive development. The subject site and the existing land development pattern in the vicinity of the request are consistent with the intent of this category.

The applicant is requesting a map change from UR-2 to Suburban on the future land use map. Land Use Policy 2.2.5 establishes the Suburban category. The category permits a wide range of uses from housing up to 20 units per acre to retail/office and light industrial uses. The intent of the category is to create an environment for economic investment or reinvestment through the mutually advantageous placement of employment and shopping opportunities with convenient access to low to medium density residential land uses. To reduce automobile dependency of residents and employers alike, mass transit stops should be located at large commercial centers and appropriate street and pedestrian connections established between commercial and residential areas. Except with mixed use centers, larger scale commercial development should be buffered from adjacent residential neighborhoods. Under the category, business activities are not intended to be limited to serve area residents; and as a result may attract shoppers from throughout larger portions of the community. In the vicinity of the subject site, the Suburban development pattern is exhibited to the south of the site mostly along Tennessee Street.

2. Effects of the proposed change on character of the area

The subject site is part of Buena Vista/Mission Hills, an older inner city residential neighborhood developed in the 1950's. There are approximately 46 dwelling units in the neighborhood with a density of 1.96 units per acre. The residential area is about 50% owner occupied (see current uses map in the introductory map set to this report).

The amendment site is located on the edge of the residential neighborhood and currently has a single family home on it. The applicant's intent, if the amendment and proposed rezoning are approved, is to use the site for parking and to ease traffic flow from his business (AJ Sports Bar) at 1800 West Tennessee Street by adding an entrance/exit through the site off Buena Vista Drive. Currently, Buena Vista Drive is an unimproved local street with open ditches, steep inclines, no curb and gutter, and no sidewalks. While the subject site is adjacent to retail uses to the south, the retail is oriented towards Tennessee Street and not Buena Vista Drive. The proposed amendment would start the orientation of commercial onto Buena Vista Drive which would impact the residential area to the north and possibly lead to the erosion of the neighborhood.

On a related note, there are vacant commercial zoned properties on the westside of Buena Vista Drive. These parcels are part of Capital City Bank, have access off Tennessee Street, and are prohibited access off Buena Vista Drive because they are across the street from R-1 zoning.

3. Evaluation of the Applicant's Reasons for the Request in the Context of the Plan and Surrounding Area

The owner of the subject site is Art Jusko, of A J Sports Inc. The subject site was purchased by Jusko in 2007. The applicant has indicated that he would like to use the subject site for parking and to ease traffic flow from A.J. Sports Bar located generally southeast of the amendment site. In order to implement the proposed map change the applicant is seeking a zoning change to Commercial Parkway (CP). The CP district is intended for areas exhibiting an existing development pattern of office, general commercial, community facilities, and intensive automotive commercial development abutting urban area arterial roadways with high traffic volumes. Under the Suburban FLUM category, new CP districts shall have access to arterial or major collector streets. While the Land Development Code allows properties in the CP zoning district to potentially have vehicular access to any type of street, vehicular access to a local street shall be prohibited if a low density zoning district is located on the other side of the local street directly across from where the vehicular access point is proposed. As noted previously, there are vacant CP parcels along Buena Vista near the subject site. However, these parcels are across the street from R-1 (low density residential zoning) and are part of Capital City Bank which has access off Tennessee Street (see zoning map in the introductory map set to this report).

4. Availability of Infrastructure

While the subject site has available the requisite infrastructure, Buena Vista Drive is a narrow local street, with open ditches, steep inclines, no curb and gutter, and no sidewalks. Because of this, pedestrian and vehicular safety could be an issue if the proposed amendment is approved.

5. Additional Planning Issues Analysis

From the Comprehensive Plan Vision and Implementation Statement:

“It is the intent of the Comprehensive Plan to maintain the integrity of existing neighborhoods while encouraging new residential developments to incorporate a wider range of non-residential uses. The residential environment is one of many criteria, which form the community’s perceived quality of life and must be protected.Citizens identify with and value their neighborhoods in all parts of the community and at all income levels.Unwise land use decisions and premature non-residential development in established residential areas can seriously and permanently alter the character of a neighborhood. Not only actually changes, but also the perception of a constant assault on a neighborhood undermine an otherwise desirable residential environment” ...

The subject site is located in an area generally known as Buena Vista Neighborhood. As an older inner city neighborhood located in the urban core and in close proximity to Florida State University, the neighborhood has experience challenges in maintaining its viability. As a result,

in 1999, the Neighborhood Association, along with similar neighborhoods in the community, fought to keep dorm housing out of the neighborhood. The Association, which remains very active to this day, continues to fight to maintain the residential integrity of the neighborhood.

In the Comprehensive Plan, the residential environment is one of many criteria, which form the community's perceived quality of life. Because of this, the Plan recognizes the value of existing neighborhoods and seeks to protect them from incompatible uses that could be destructive to their residential viability. Plan policies that promote the protection of neighborhoods include Land Use Policy 2.1.1 which protects these areas from the encroachment of incompatible uses that are destructive to their character, and Housing Objective 3.2 which seeks to foster and maintain the viability of residential areas, neighborhoods, and the housing stock located within them.

While the Comprehensive Plan encourages a wider variety of uses and greater range of economic development opportunities in the urban core, it does not promote conditions leading to the conversion of midtown residential enclaves, which although not meeting all of the criteria for inclusion in and protection by the Residential Preservation future land use category, remain viable for residential use and provide important housing opportunities in close proximity to the downtown area, the universities, and employment center.

Approval of this amendment could result in erosion of the existing residential area in the vicinity of the request. The subject site is oriented towards the residential area and has access to a local street that goes north and dead ending to other local streets. The subject site is also on the edge of an existing residential neighborhood.

6. Updated Information Pertaining to Surrounding Area (1/22/2014)

As noted previously, the subject site is part of a neighborhood known as Mission Hills/Buena Vista. The Mission Hills/Buena Vista subdivisions were originally platted as low-density residential subdivisions and were zoned Residence 1 (a single family residential category) prior to the adoption of the Comprehensive Plan in 1990, with the exception of the lots lying north of Green Tree Lane, which were zoned RM-2. In March 1992, the neighborhood was rezoned to Mixed Use C (MU-C), after adoption of the Comprehensive Plan. The MU-C zoning allowed low density residential land use. In November 1997, during the Site Specific Zoning Process, the neighborhood was rezoned to R-3 Single and Two-Family Residential. However, in December 2000, as a result of a petition organized by the residents and property owners, the neighborhood was down zoned from R-3 to R-1 by the Tallahassee City Commission to protect it from dorm housing and to maintain the low density residential character of the area. During the same year, the City Commission adopted the Rooming House Ordinance. The R-1 zoning district applied to this neighborhood specifically prohibited rooming houses.

The last future land use change in the neighborhood occurred during the Comprehensive Plan Reform Project in 2006. During this process, the neighborhood future land use map designation

was changed to Urban Residential 2. Staff recommended this category for properties that had developed as residential but did not meet the criteria for Residential Preservation. The category is intended to include a range of housing types and protect existing residential areas from incompatible uses. In the case of Mission Hills/Buena Vista, staff felt the change to Urban Residential-2 with the R-1 zoning provided adequate protection for the neighborhood. The proposed amendment change would encroach into the residential area.

As previously noted, the applicant is seeking this amendment to provide additional parking and to ease traffic flow for his business (A.J. Sports Bar) located at 1800 West Tennessee Street. In 2012, the property was redeveloped with an addition to include two retail units and the back lot of the new A T & T building. The property originally had 67 parking spaces and two exits; however, the redevelopment resulted in 47 total parking spaces and one exit on site. The parking requirement for redevelopment was 90 spaces. However, because the site is in the Mobility District, the code allowed for parking to be within a range of 100 percent to 65 percent of the requirement (90 to 59 spaces) and allowed an additional 25 percent reduction for redevelopment, yielding a minimum of 51 parking spaces. During the redevelopment of the site, the owner made a request to the Parking Standards Committee that resulted in an approval to reduce the minimum number of parking spaces from 51 to 47.

In addition to the parking spaces on the A.J. Sports Bar site, the applicant also owns a parking lot with a paved access easement from Caliark Street to the east. The easement is approximately 40 feet wide and provides egress and ingress to Pizza Hut and A.J Sports Bar from Caliark. While the spaces are not currently marked, staff estimates the parking lot could accommodate approximately 75 cars. It appears that the access easement could accommodate two-way traffic, but there is no signage posted delineating this. Also, neither the access easement nor parking lot is designed for parallel parking, but this does not prevent people from doing so.

Lastly, staff has ascertained that the vacant residential platted lots along Buena Vista included in the Capital City Bank parcel (21-27-20-423-0000) and currently zoned Commercial Parkway are subject to a Limited Use Plan that restricts the uses to only office and residential. The Limited Use Plan was put in place prior to the adoption of the Comprehensive Plan in 1990 and remains legally binding, meaning that the property cannot develop to the higher intensity uses allowed under the Commercial Parkway zoning. Therefore, while there are currently Commercial Parkway zoned parcels on the edge of the neighborhood across the street from the amendment request site; in practice, no retail uses could be built on them. Under the Office Residential Limited Use Plan, financial institutions with drive-in facilities are permitted uses, thus the existing Capital City Bank is a conforming use.

E. ENVIRONMENTAL FEATURES & IMPACT ON INFRASTRUCTURE:

1. Environmental Features: The subject property is within the Lake Munson drainage basin. County environmentally sensitive maps currently indicate no protected or other significant environmental features onsite. An onsite Natural Features Inventory may reveal the presence of other unknown environmental features.
2. Water/Sewer: City water and sewer are available to the area.
3. Transportation:

Transit Availability: The property is served by StarMetro and Seminole Express transit routes. Accessible StarMetro routes are Azalea and Canopy. The closest transit stop is at West Tennessee Street at High Road.

Bicycle/Pedestrian Facilities Availability: The subject site access Buena Vista Drive, a local street. There are no sidewalks or bicycle lanes on Buena Vista Drive. Sidewalks are provided on Tennessee Street in the vicinity of the site.

Transportation Analysis and Conclusion: The subject site is located within the Mobility District. Automobile Level of Service standards do not apply to parcels contained within the adopted Mobility District, as created by Comprehensive Plan Amendment PCT080119, because this geographic area is now governed by area wide multimodal Level of Service standards to be evaluated every other year pursuant to state requirements.

Schools: The subject site is in the Riley, Griffin and Godby school attendance zones.

School Name	Riley Elementary	Griffin Middle	Godby High
Potential Students Generated	1	0	0
Present Capacity	-174	419	290
Post Development Capacity	-175	419	290

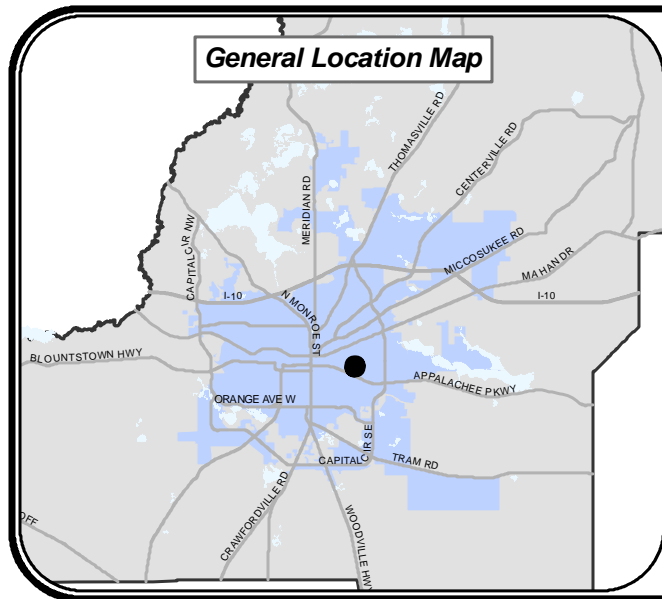
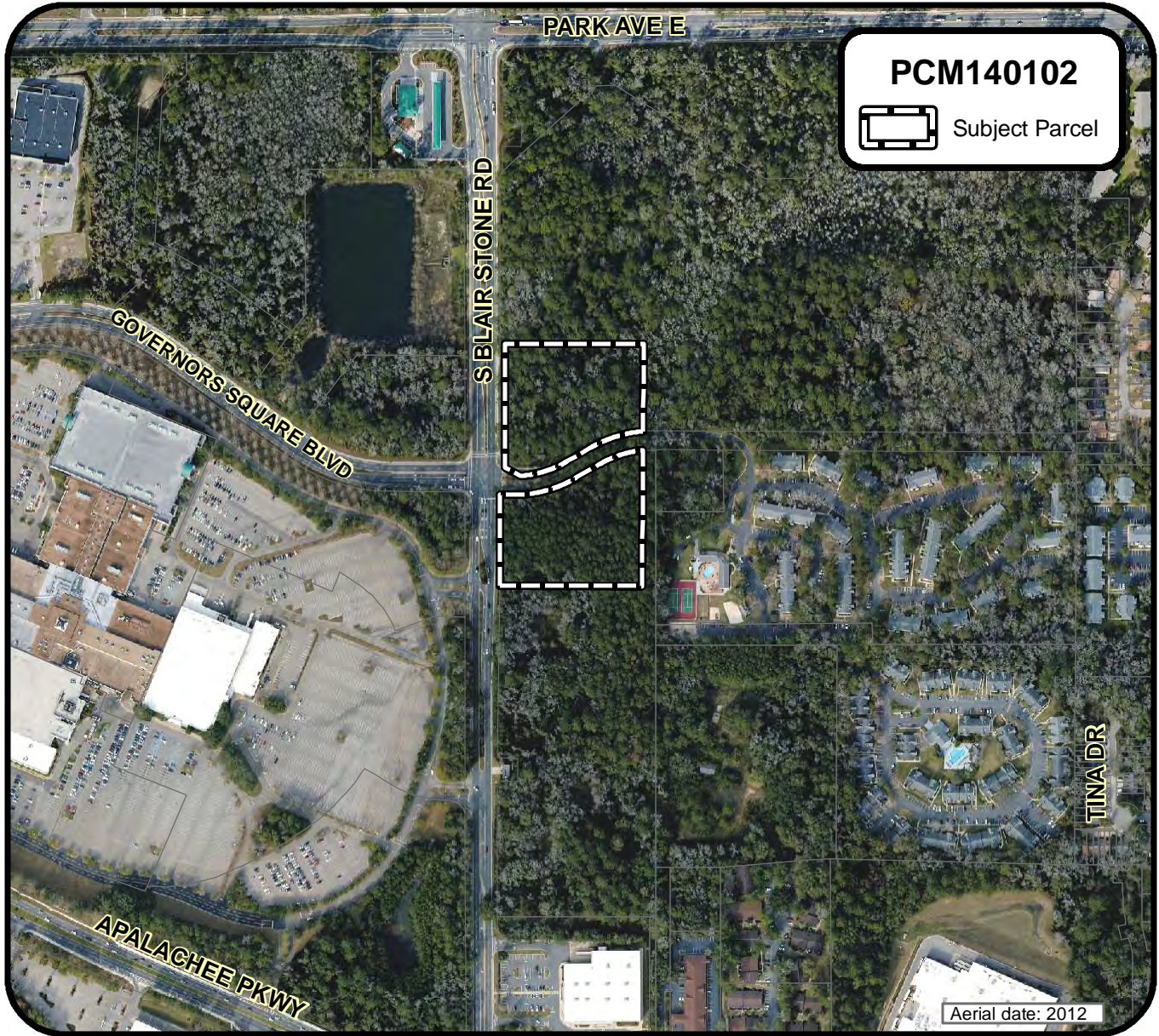
The table above depicts preliminary calculations provided by School Board staff based on the maximum residential development allowed under the requested future land use category. Final school concurrency calculations will be conducted in the future when a site plan for proposed development is submitted.

F. CONCLUSION:

Based on the above data and analysis, staff concludes the following:

1. The proposed amendment is inconsistent with the Vision Statement of the adopted Comprehensive Plan since it is the intent of the Plan to protect and maintain the integrity of existing residential neighborhoods. In December 2000, the Mission Hills/Buena Vista Neighborhood, which includes the request site, was down zoned from R-3 to R-1 by the city Commission to further protect the neighborhood from encroachment of incompatible uses.
2. Pursuant to Land Use Policy 2.1.1, the proposed change appears to signify an “encroachment of incompatible uses that are destructive to the character and integrity of the residential environment”. The subject site is on the periphery of an existing residential neighborhood. The proposed amendment would start the orientation of commercial onto Buena Vista Drive which could result in the erosion of the existing residential area in the vicinity of the request.
3. The proposed amendment is inconsistent with Housing Element Objective 3.2, which provides for fostering and maintaining the viability of residential areas and neighborhoods and the integrity of the housing stock located within them.
4. The development resulting from the proposed amendment could increase the traffic on Buena Vista Drive, a local residential street with open ditches, steep inclines, and no curb and gutter, and no sidewalks.
5. The subject parcel and surrounding area is located in the Mobility District, which promotes the use of alternative transportation to the automobile, including transit and bicycles. The proposed amendment is intended to maximize use by automobile traffic.

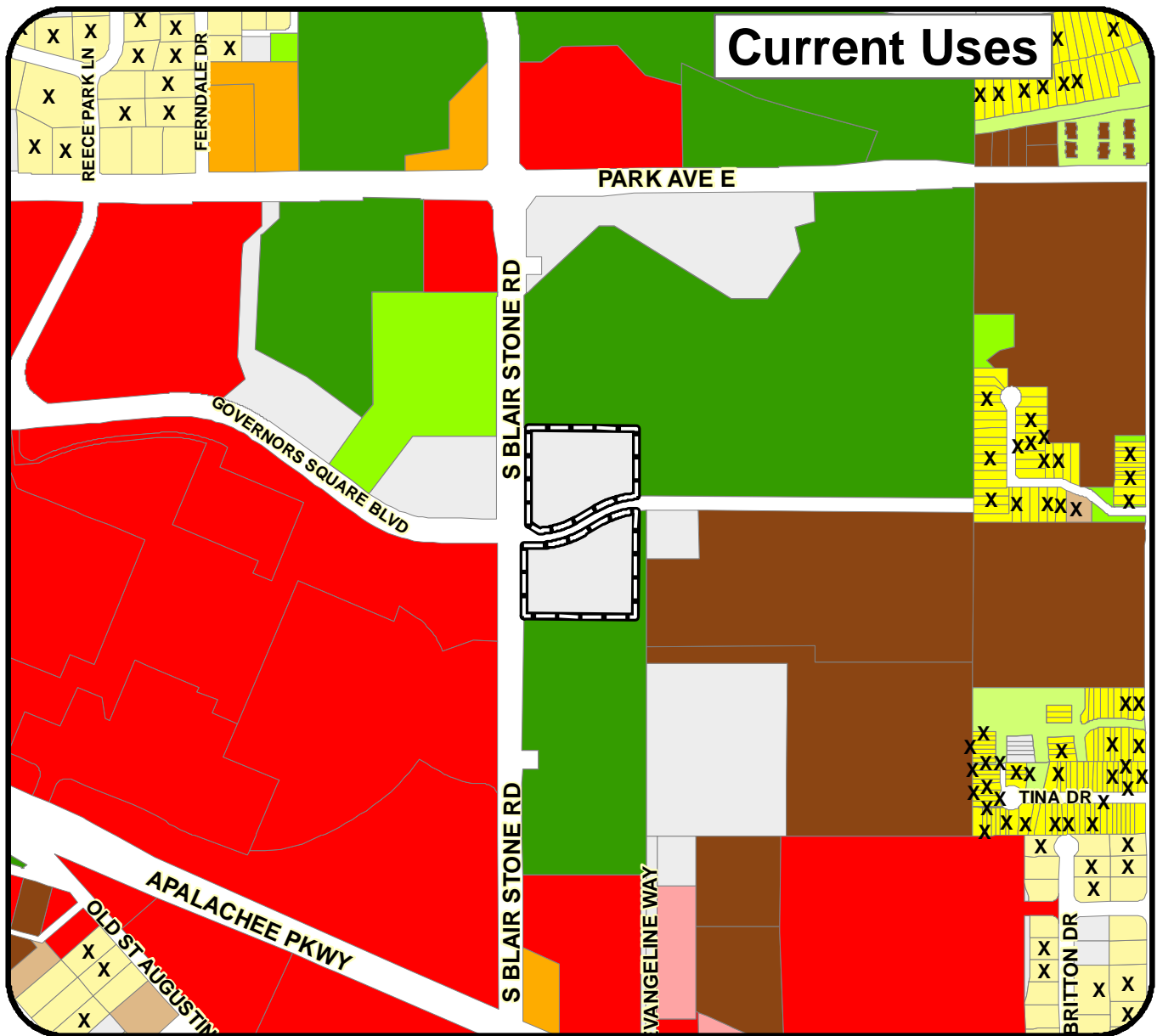
Thus, based on the data, analysis, and conclusions, staff is recommending denial of this amendment.



**Blairstone Road
Near Gov. Sq. Blvd.
PCM140102**
Governor's Park Corners
Tallahassee Leon County Planning Dept.

SITE TAX ID:
11-32-20-415-0000
11-32-20-416-0000
ACRES: 7.24 ±





Legend



Subject Parcel



Homestead Exemption Parcels

Current Uses (Oct. 2013)

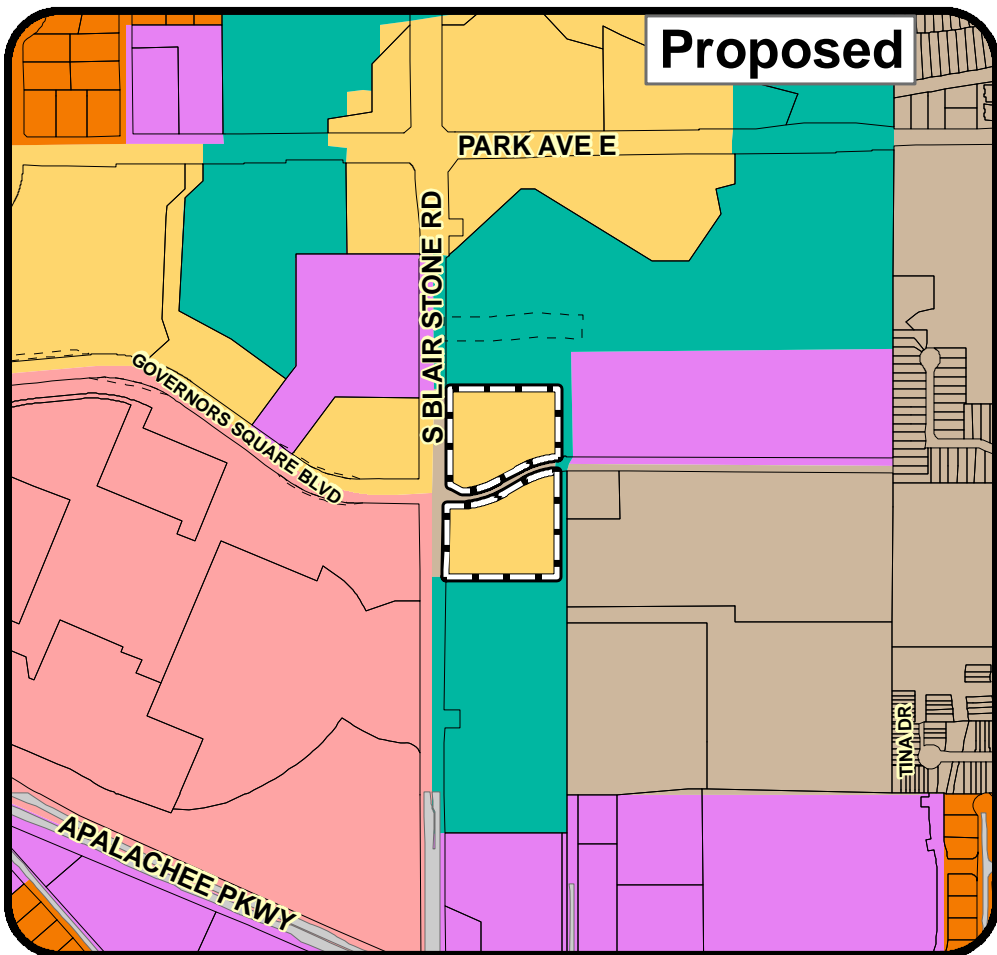
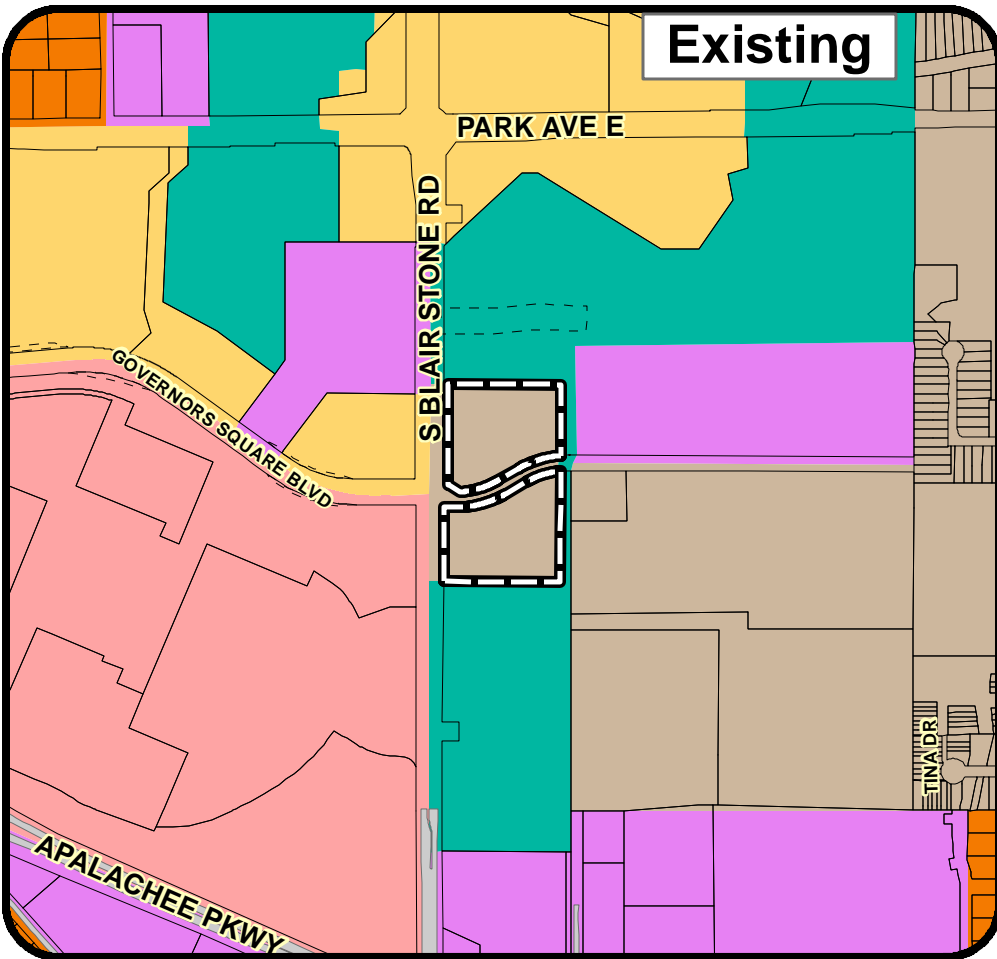
- | | |
|------------------------------------|---|
| Single Family Detached/Mobile Home | Warehouse |
| Single Family Attached | School |
| Two-Family Dwelling | Open Space Common Areas |
| Multi-Family | Open Space Resource Protection |
| Motel/Hospital/Clinic | Open Space Recreation/Parks |
| Retail | Religious/Non-profit |
| Office | Transportation/Communications/Utilities |
| | Vacant |

**Blairstone Road
Near Gov. Sq. Blvd.
PCM140102
Governor's Park Corners
Tallahassee Leon County
Planning Department**

**SITE TAX ID:
11-32-20-415-0000
11-32-20-416-0000**

ACRES: 7.24 ±





Future Land Use

Legend

-  Activity Center
-  Open Space
-  Residential Preservation
-  Planned Development
-  Suburban
-  Urban Residential 2



Subject Parcel

**Blairstone Road
Near Gov. Sq. Blvd.
PCM140102**

Governor's Park Corners
Tallahassee Leon County
Planning Department

**Existing
Urban Residential-2**

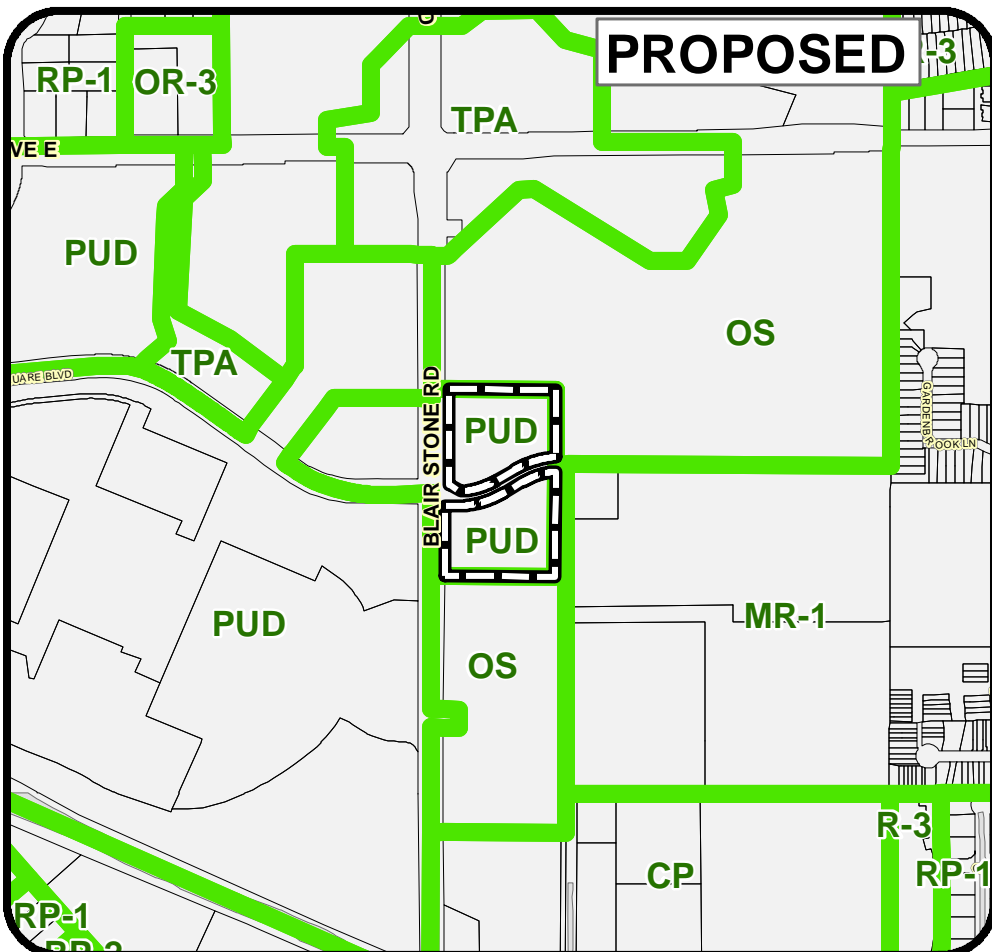
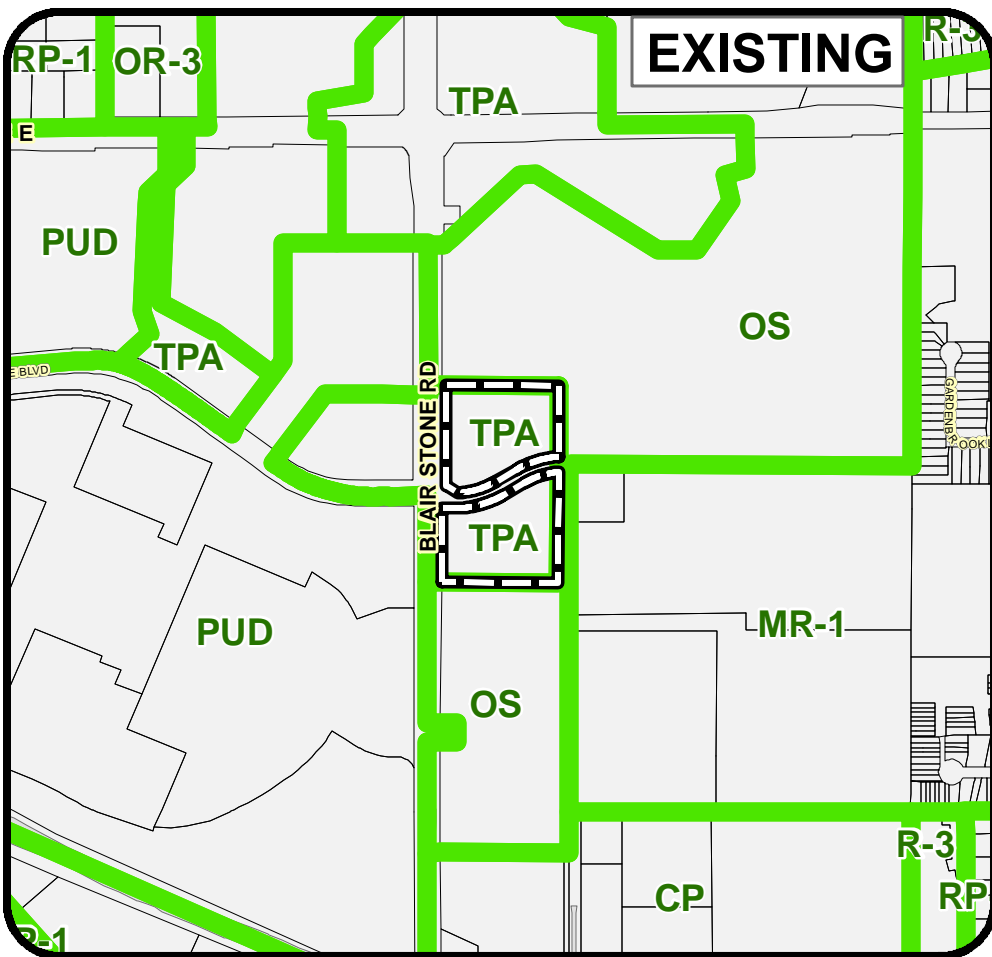
**Proposed
Planned Development**



**SITE TAX ID:
11-32-20-415-0000
11-32-20-416-0000**

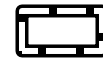
ACRES: 7.24 ±





ZONING

Legend



Subject Parcel



zoning

**Blairstone Road
Near Gov. Sq. Blvd.
PCM140102**

Governor's Park Corners
Tallahassee Leon County
Planning Department

**Existing
TPA**

**Proposed
PUD**



SITE TAX ID:
11-32-20-415-0000
11-32-20-416-0000
ACRES: 7.24 ±



MAP AMENDMENT #: PCM140102

APPLICANT: Tallahassee-Leon County Planning Department

TAX I.D. # s: 11-32-20-415-0000 and 11-32-20-416-0000 (±7.24 acres)

CITY X COUNTY

CURRENT DESIGNATION: Urban Residential -2 (UR-2)

REQUESTED DESIGNATION: Planned Development (PD)

DATE: January 8, 2014

PRELIMINARY STAFF RECOMMENDATION: Approve Amendment PCM140102

A. SUMMARY:

This is a request to change the Future Land Use Map from Urban Residential-2 (UR-2) to Planned Development (PD) on two parcels totaling 7.24 acres located at the intersection of Blair Stone Road and Governors Square Boulevard on the eastside. The existing Urban Residential-2 category allows a variety of housing types (up to 20 units per acre), but does not permit office and commercial development. The Planned Development future land use category is intended for a mixed of land uses, including residential, office, and commercial development. The subject site is part of Governor's Park Corners, a 31-acre mixed use development established through a 163 Development Agreement. With regards to the subject parcels, the Development Agreement allows office and multi-family uses on the parcels. However, during the Comprehensive Plan Reform Project in 2007, the parcels were erroneously placed in the Urban Residential-2 land use category which does not allow some of the uses authorized in the Development Agreement. This amendment will correct the error by designating the parcels with the appropriate Planned Development future land use category.

In addition to this amendment, a Planned Unit Development (PUD) rezoning application is proposed for submittal by the property owner in the near future. The property owner supports the proposed amendment.

B. REASONS FOR RECOMMENDATION FOR APPROVAL:

Staff recommends that this amendment be approved for the following reasons:

1. In 2007, the subject parcels were erroneously placed in the Urban Residential-2 land use category during the Comprehensive Plan Reform Project. This designation was not an appropriate category because the parcels were part of a target planning area proposed for

a mix of uses, including residential, office and commercial development. While the existing Urban Residential- 2 allows for a variety of housing types, it does not permit office and commercial uses.

2. The subject parcels are part of Governor's Park Corners, a 31-acre mixed use development established through a 163 Development Agreement (DA) with the City of Tallahassee and the property owner. With regards to the parcels, the Development Agreement allows for office and multi-family uses. The proposed amendment will restore the development potential of the parcels under the DA and eliminate the inconsistency between the Future Land Use Map designation and the proposed use of the parcels.
3. The proposed Planned Development category is consistent with the current land use patterns in the area and the mix of uses proposed for the parcels. Land uses near the site include office, retail, commercial, recreation and mixed housing types.

C. APPLICANT'S REASON FOR THE AMENDMENT:

This map amendment has been initiated by the Tallahassee-Leon County Planning Department to correct a mapping error that occurred during the Comprehensive Plan Reform project. Comprehensive Plan Reform re-designated over 28,000 parcels from Mixed Use into new future land use categories. Because of the magnitude of the project, an error was made and the subject properties were affected. During Comp Plan Reform, the properties were changed from Mixed Use C to Urban Residential- 2, which was not an appropriate designation based on the proposed use of the parcels under an existing Development Agreement for which the two parcels are included.

D. STAFF ANALYSIS:

Location and Existing Adjacent Land Uses

The subject site consists of two vacant parcels located at the intersection of Blairstone Road and Governors Square Boulevard on the eastside. Adjacent land uses include multifamily housing and open space (the future Governors Park) to the south and north and east of the parcels and Blairstone Road to the west. Governor's Square Mall is also located across the street from the site.

The subject parcels have a current Future Land Use Map designation of Urban Residential- 2 and a zoning designation of Target Planning Area. The area is within the City and the Urban Service Area but is just outside the Multimodal Transportation District (MMTD).

Current Future Land Use Map Designation: Urban Residential-2

Land Use Policy 2.2.24 establishes the Urban Residential-2 land use category. The primary intent of this category is to encourage a wide range of housing densities to promote infill

development and efficient use of infrastructure. The category may also serve as a transition between lower density residential land use categories and more intense development. Under this category, townhouses, single-family detached, two-family, multiple-family dwellings, as well as community facilities related to residential uses are allowed, while office and commercial development are not permitted.

Proposed Future Land Use Map Designation: Planned Development

Land Use Objective 6.1 establishes the Planned Development land use category. Prior to Comprehensive Plan Reform in 2007, this land use category was called "Target Planning Area". This category was assigned to large, undeveloped tracts of land for which more detailed planning was required to establish the most appropriate mix and arrangement of uses. The requested Planned Development category allows for a mix of land uses, including a variety of residential unit types up to 20 units per acre, and complementary non-residential uses. Under the category, the appropriate mix of uses will be established at the time of development through the development of regional impact and/or Planned Unit Development processes.

Major Planning Issues Analysis

The vicinity of the subject site is comprised of several development patterns, including Activity Center, Urban Residential and Open Space. The areas adjacent to the subject site consist of metes and bounds parcels that are part of a targeted planning area. Included nearby are also multi-family units in the form of apartments. Immediately west of Blairstone Road is an activity center that includes Governor's Square Mall.

The subject properties were previously in the Mixed Use future land use category and as a result of Comprehensive Plan Reform were placed in Urban Residential- 2. The difference between the Mixed Use category and Urban Residential - 2 is the prohibition of retail, office or light industrial uses. Comprehensive Plan Map Amendment 2006-2-M-010 implemented the future land use map recommendations identified in the Comprehensive Plan Reform Report by the Planning Department and the consultant who worked on the project. The amendment eliminated the Mixed Use designation from the Future Land Use Map and replaced it with clearer categories to provide better guidance as to how the community would develop. These categories included Residential Preservation, Urban Residential- 2, University Transition, Suburban, and Planned Development. The Comp Plan Reform amendment involved over 28,000 parcels, and because of the size of the project, an error was made and the subject properties were inadvertently assigned to an inappropriate category.

Staff surmises that the subject site was assigned to the Urban Residential- 2 land use category because it was adjacent to a multi-family apartment complex and consisted of two vacant parcels. However, the designation was not appropriate because the properties were part of a target planning area and Development Agreement that provided for a mix of uses, including office and commercial. The subject site is a part of Governor's Park Corner, a 31-acre mixed use development established through a 163 Development Agreement with the City of Tallahassee and the property owner. With regards to the subject properties, the Development Agreement allows office and multi-family uses on the properties. The proposed amendment will restore the

development rights of the properties under the Development Agreement and eliminate the inconsistency between the Future Land Use Map designation and the proposed use of the properties.

E. ENVIRONMENTAL FEATURES & IMPACT ON INFRASTRUCTURE:

1. Environmental Features: The subject property is within the Lake Lafayette drainage basin. Although the two subject parcels are heavily forested, the County's environmentally sensitive maps currently indicate no protected or other significant environmental features onsite. An onsite Natural Features Inventory may reveal the presence of other unknown environmental features.
2. Water/Sewer: City water and sewer are available to the area.
3. Transportation:

Transit Availability: The surrounding area and subject parcels are serviced by Star Metro, along Park Avenue and Governor Square Mall.

Bicycle/Pedestrian Facilities Availability: For the most part, the area of the request is serviced with sidewalks and bicycle lanes, including the majority of Blairstone Road in the vicinity of the request. The exception is the area adjacent to the subject site south of Governor's Square Boulevard on Blairstone Road.

Transportation Analysis and Conclusion:

Blairstone Road is a major collector road. The subject site is within the City and the Urban Service Area but just outside the Multimodal Transportation District. Policy 1.2.2 of the Capital Improvements Element requires that future development shall pay for its proportional share of the capital improvements needed to address the impact of such development. If deficiencies are anticipated, local government may use a "significant benefit" approach to assess proportionate fair-share mitigation in order to schedule improvements addressing the identified deficiency (ies) on the impacted facility (ies) to meet the requirements for financial feasibility. Future development on the subject site can mitigate under this policy by paying its proportional share of any needed improvements to provide sufficient capacity into the Significant Benefits account for this area of the County. Preliminary traffic impact analysis was provided as part of the Development Agreement pertaining to the subject site. However, as part of the development of a Planned Unit Development, the property owner will be required to specifically identify allowable land uses, their densities and intensities, all specific impacts from this proposed development, the phasing of development and any required infrastructure or other mitigation, including transportation impacts.

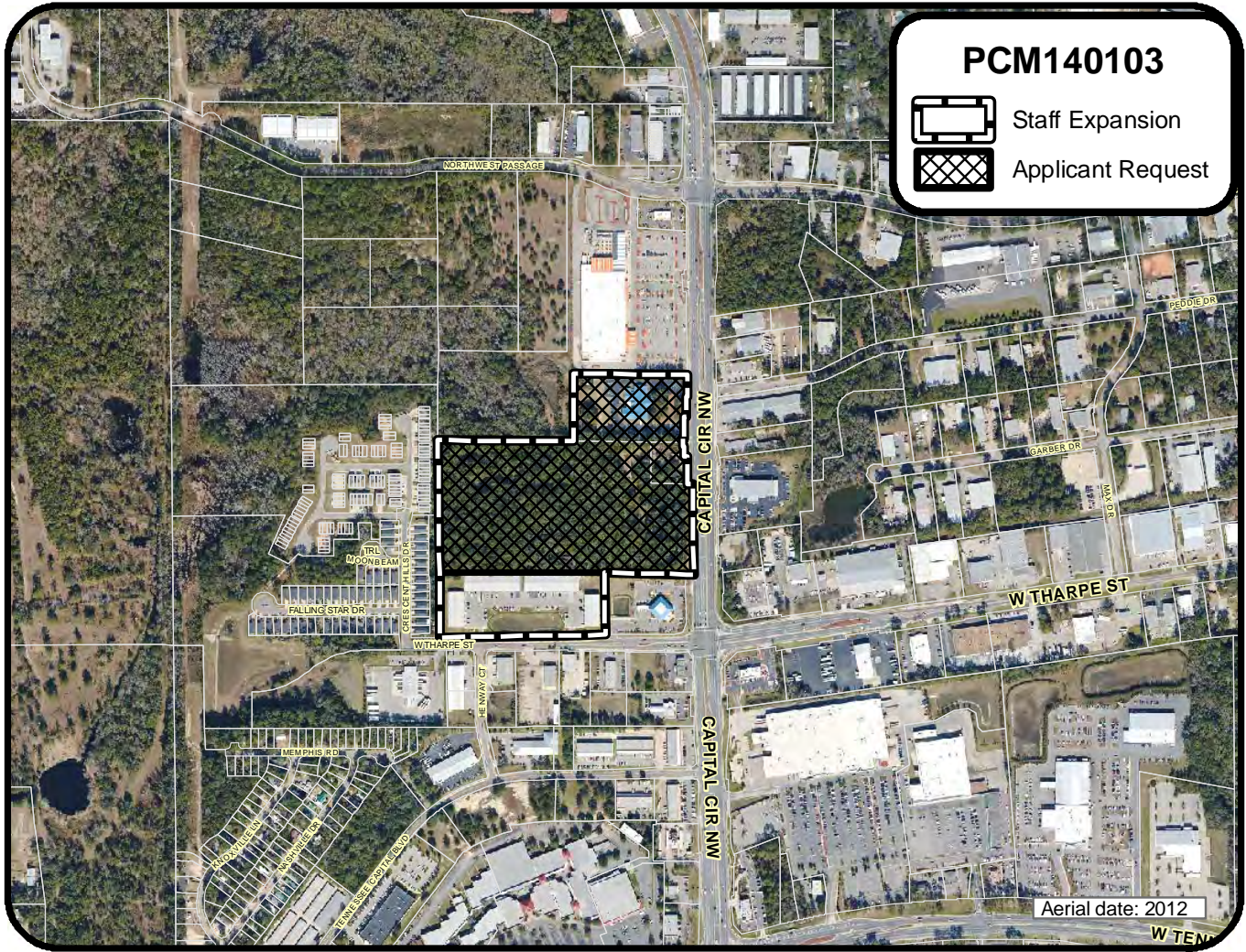
Schools: The subject site is in the Apalachee, Fairview and Rickards school attendance zones. As the existing and requested future land use categories both allow up to 20 dwelling units per acre, there is no increase in potential students based on the maximum residential development allowed under the requested category. Final school concurrency calculations will be conducted in the future when a site plan for proposed development is submitted.

F. CONCLUSION:

Based on the above data and analysis, staff concludes the following:

1. In 2007, the subject parcels were erroneously placed in the Urban Residential-2 land use category during the Comprehensive Plan Reform Project. This designation was not an appropriate category because the parcels were part of a target planning area proposed for a mix of uses, including residential, office and commercial development. While the existing Urban Residential-2 allows for a variety of housing types, it does not permit office and commercial uses.
2. The subject parcels are part of Governor's Park Corners, a 31-acre mixed use development established through a 163 Development Agreement (DA) with the City of Tallahassee and the property owner. With regards to the parcels, the development Agreement allows for office and multi-family uses. The proposed amendment will restore the development potential of the parcels under the DA and eliminate the inconsistency between the Future Land Use Mad designation and the proposed use of the parcels.
3. The proposed Planned Development category is consistent with the current land use patterns in the area and the mix of uses proposed for the parcels. Land uses near the site include office, retail, commercial, recreation and mixed housing types.

Thus, based on the data, analysis, and conclusions, staff is recommending approval of this amendment.



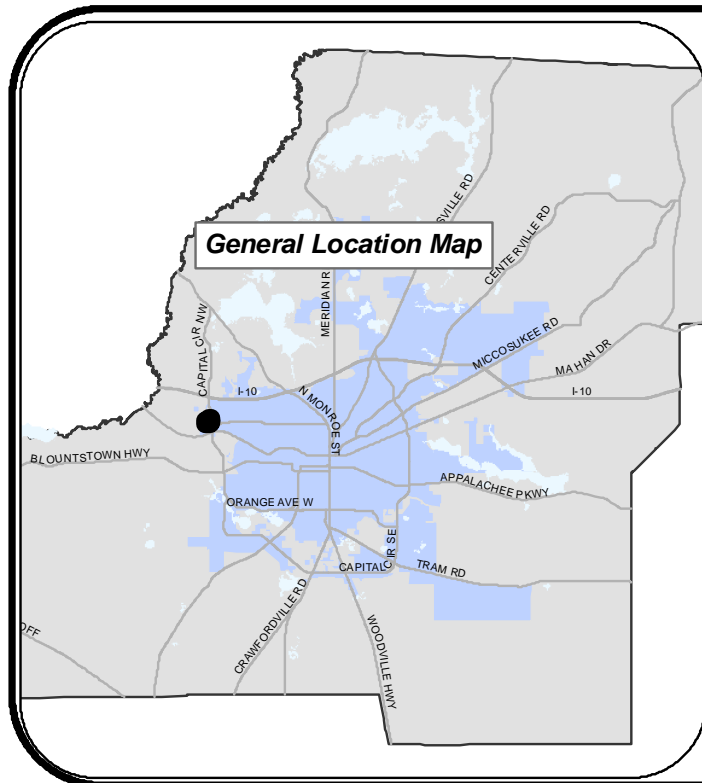
PCM140103



Staff Expansion

Applicant Request

Aerial date: 2012



General Location Map

**Capital Circle NW
PCM140103**

Leon County
Board of
County Commissioners

Applicant Request

SITE TAX ID:

21-19-51-049-1100

21-19-51-051-1110

21-19-51-051-1111

ACRES: 23.50 ±

Staff expansion

PARCEL TAX ID:

21-19-55- A-0010

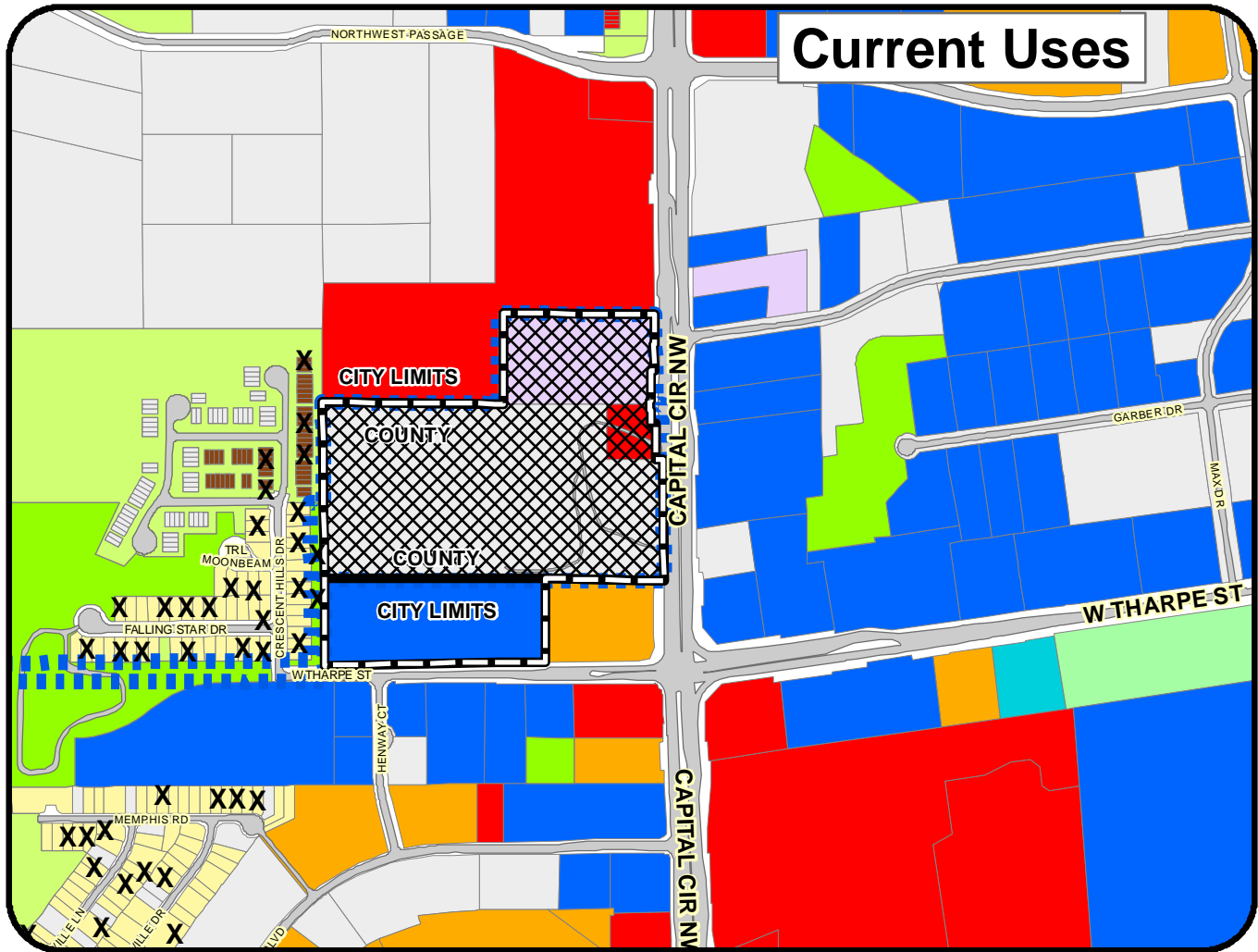
ACRES: 6.06 ±

Total Acreage 29.56 ±





PLACE PLANNING, LAND MANAGEMENT AND COMMUNITY ENHANCEMENT


















Legend

-  Applicant Request
-  Staff Expansion
- X Homestead Exemption Parcels

Current Uses (Oct. 2013)

- | | |
|--|---|
|  Single Family Detached/Mobile Home |  School |
|  Multi-Family |  Open Space Undesignated |
|  Retail |  Open Space Common Areas |
|  Office |  Open Space Resource Protection |
|  Warehouse |  Religious/Non-profit |
|  Government Operation |  Transportation/Communications/Utilities |
| |  Vacant |

Capital Circle NW PCM140103

Leon County
Board of
County Commissioners

Applicant Request

SITE TAX ID:
21-19-51-049-1100
21-19-51-051-1110
21-19-51-051-1111

ACRES: 23.50 ±

Staff expansion

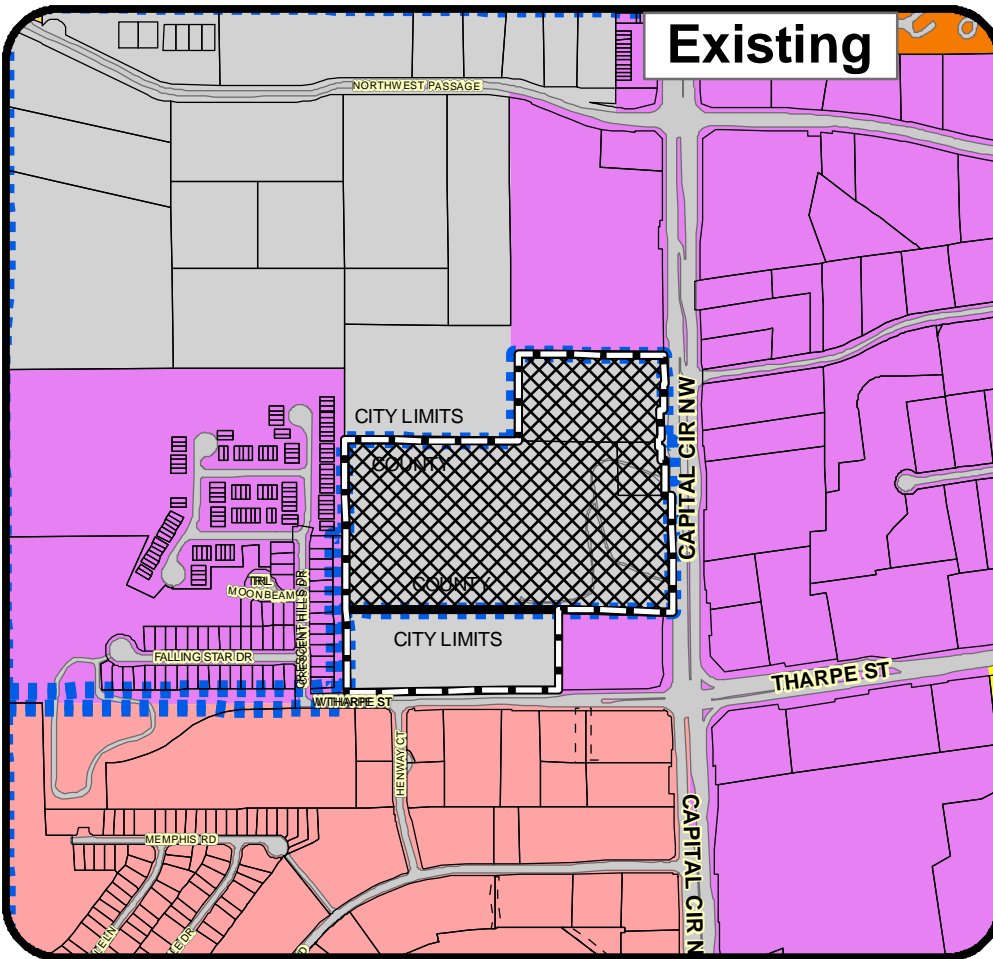
PARCEL TAX ID:
21-19-55- A-0010

ACRES: 6.06 ±

Total Acreage: 29.56 ±



Existing



Future Land Use

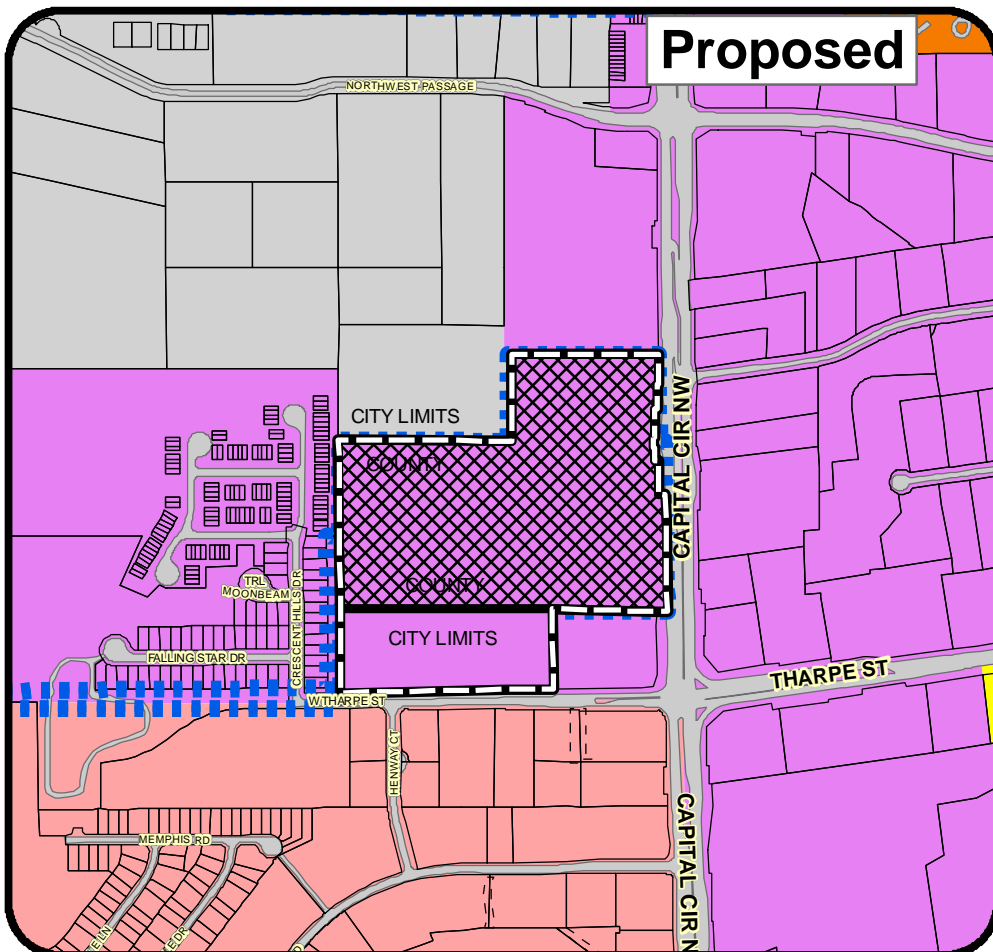
Legend

- Activity Center
- Industrial
- Governmental Operation
- Residential Preservation
- Suburban
- Applicant Request
- Staff Expansion
- City Limits

**Capital Circle NW
PCM140103**
Leon County
Board of
County Commissioners

**Existing
Industrial**
**Proposed
Suburban**

Proposed



Applicant Request

SITE TAX IDs:

21-19-51-049-1100

21-19-51-051-1110

21-19-51-051-1111

ACRES: 23.50 ±

Staff expansion

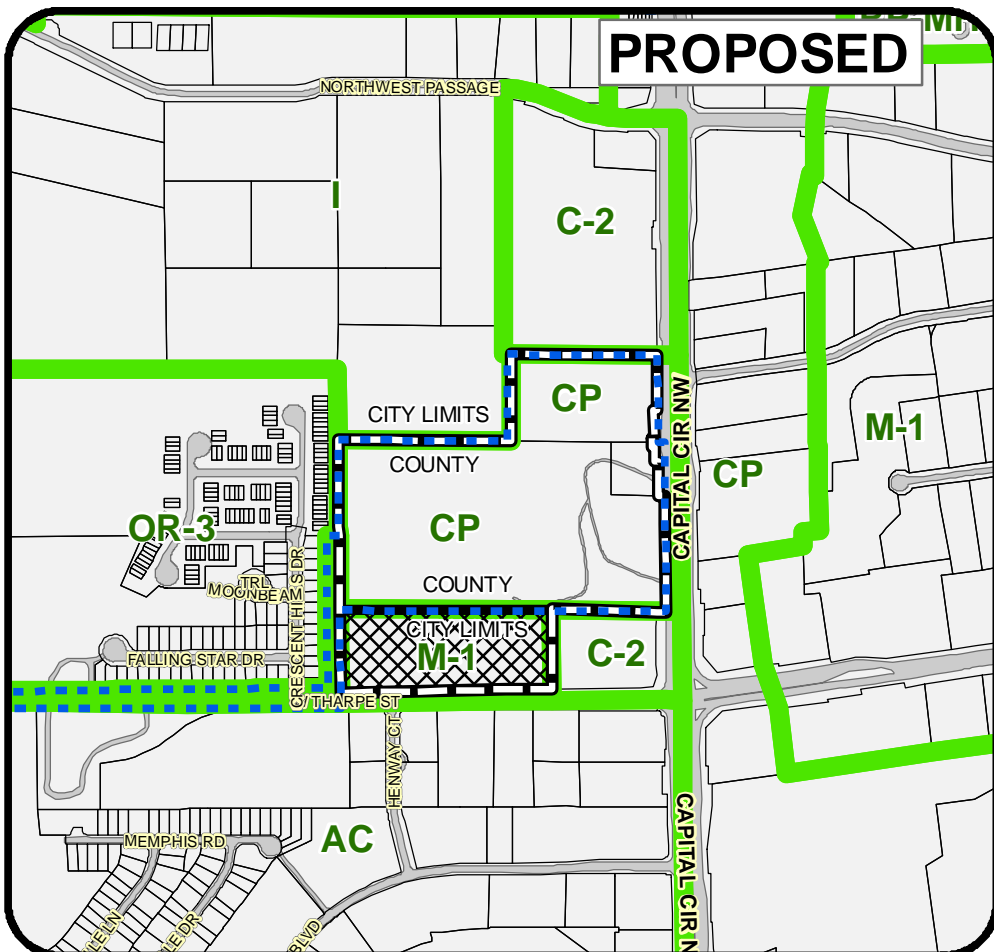
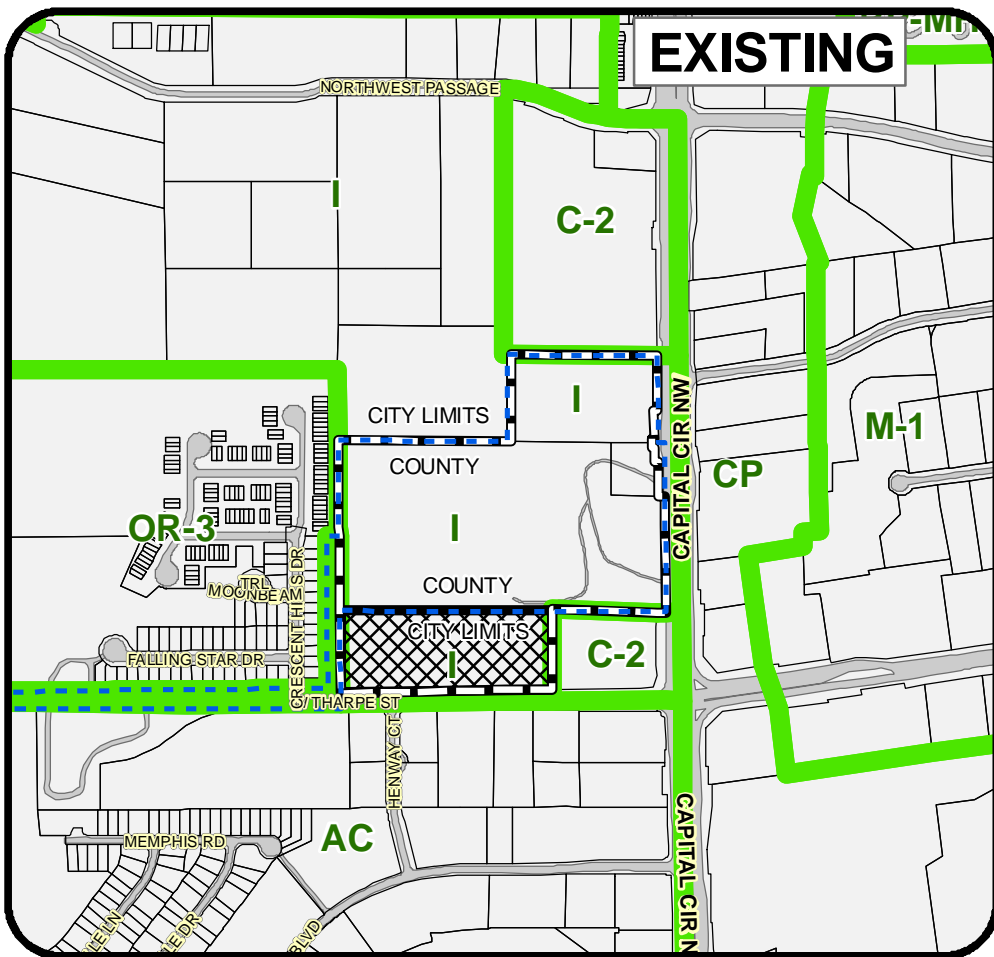
TAX IDs:

21-19-55- A0010

ACRES: 6.06 ±




Total Acreage 29.56 ±





ZONING

Legend

-  Subject Parcels
-  Staff Expansion Parcel
-  zoning

Capital Circle NW PCM140103

Leon County
Board of
County Commissioners

**Existing
Industrial**

**Proposed
CP Commercial Parkway
and
M-1 Light Industrial**

Applicant Request

SITE TAX IDs:
21-19-51-049-1100
21-19-51-051-1110
21-19-51-051-1111

ACRES: 23.50 ±

Staff expansion

TAX IDs:
21-19-55- A0010
ACRES: 6.06 ±

Total Acreage 29.56 ±



MAP AMENDMENT #: PCM140103

APPLICANT: Leon County Board of County Commissioners

TAX I.D. # s:

Original Request: 21-19-51-049-1100, 21-19-51-051-1110, 21-19-51-051-1111 (±23.50 acres)
Staff Recommended Expansion Parcel: 21-19-55 A0010 (±6.06 acres)

CITY X COUNTY X

CURRENT DESIGNATION: Industrial

REQUESTED DESIGNATION: Suburban

DATE: February 13, 2014

PRELIMINARY STAFF RECOMMENDATION: Approve the amendment as expanded to include 4 properties and 29.56 acres.

A. SUMMARY:

This is a request to change the Future Land Use Map designation from "Industrial" to "Suburban" on three parcels totaling 23.50 acres located at Capital Circle Northwest, between Tharpe Street and the Northwest Passage. Staff also recommends expanding the boundary of the proposed change to incorporate one additional developed parcel to the south of the request that is currently designated as Industrial. The existing Industrial category is intended to be the proper location for storage, manufacturing, distribution, and wholesaling activities with the potential for producing detectable negative off-site impacts (such as smoke, dust, particulate matter, noxious gases, noise, and vibration). The Industrial category also accommodates uses that have considerable impacts on infrastructure and utilities and is intended to be located with access and facilities for truck and/or rail shipment, transfer, or delivery.

Two of the parcels, at this location, have been developed with structures not designed for industrial use (the Moose Lodge and a vacant retail building) and the rear of the third parcel is adjacent to Crescent Hills subdivision and condominiums. The fourth, staff recommended expansion parcel, is located in the City Limits and consists of a commercial park. The proposed Suburban category is more consistent with the existing development patterns, current uses, and expected future development demands. The category allows for a variety of office, retail and commercial uses and housing up to 20 units per acre. The property owners of the subject site have expressed an interest in this amendment to help expand economic opportunities and for the protection of their current uses. On September 24, 2013, the Board of County Commissioners initiated this amendment to further the following strategic initiative:

(EC2) - "Identify revisions to future land uses which will eliminate hindrances or expand opportunities to promote and support economic activity (rev.2013)."

In addition, an implementing rezoning application has been filed concurrent with this amendment requesting a zoning change from Industrial to Commercial Parkway (CP) for the three parcels located in the County and Light Industrial (M-1) for the parcel located in the City.

B. REASONS FOR RECOMMENDATION FOR APPROVAL:

1. The proposed change for the 4 properties is consistent with the Comprehensive Plan in that it concentrates development into a location that offers the greater opportunity for higher density and mixture of uses consistent with the Urban Service Area policies.
2. The proposed change furthers several strategies and recommendations from the Board of County Commissioners FY2012 & FY2013 Strategic Initiatives, including Strategic Priority (EC2) “Support business expansion and job creation....” and Strategic Initiative (EC2) “Identify revisions to future land uses which will eliminate hindrances or expand opportunities to promote and support economic activity.”
3. The subject parcels are within an urban node currently providing commercial/retail uses for nearby neighborhoods. Such nodes can be characterized by a mix of higher intensity services and uses, more dense housing choices, easy access to mass transit, and increased walkability made possible by an interconnected sidewalk system.
4. The proposed Suburban category is consistent with the mix of land use patterns in the area. Land uses near the site include office, commercial, and mixed housing densities. The subject site is also in close proximity to shopping and employment opportunities and is served by transit, sidewalks, and central water and sewer, all of which promote the intent of the category.

C. APPLICANT’S REASON FOR THE AMENDMENT:

This amendment furthers Board of County Commissioners Strategic Initiative # EC2 to “identify revisions to future land uses which will eliminate hindrances or expand opportunities to promote and support economic activity (rev. 2013).” The proposed amendment will support the expansion and redevelopment of the subject sites and provide a future land use category that is consistent with the development patterns and existing uses in the area. The subject parcels are owned by Earnest Steele and the Loyal Order of Moose. The three parcels are located in unincorporated Leon County and have frontage on Capital Circle Northwest. Two of the parcels have been developed with structures not designed for industrial use (the Moose Lodge and a glass front retail type building), and the back of the third parcel is adjacent to the Crescent Hills subdivision and condominiums. The subject property owners have expressed an interest in this amendment to help expand opportunities for economic activity, and to protect their current uses.

D. STAFF ANALYSIS:

At their December 2012 Retreat, the Board of County Commissioners amended an existing strategic initiative to include “identifying revisions to future land uses which will eliminate hindrances or expand opportunities to promote and support economic activity.” Specifically,

staff was asked to examine the Industrial zoned lands, and uses allowed in Industrial and Light Industrial districts. The proposed amendment furthers this strategic initiative of the Board. It is also consistent with the Comprehensive Plan in that it concentrates development into a location that offers the greater opportunity for higher density and mixture of uses consistent with the Urban Service Area policies.

The Industrial future land use category is intended to be the proper location for storage, manufacturing, distribution, and wholesaling activities with the potential for producing detectable negative off-site impacts (such as smoke, dust, particulate matter, noxious gasses, noise, and vibration). It also accommodates uses that have considerable impacts on infrastructure and utilities and is to be located with access and facilities for truck and/or rail shipment, transfer, or delivery. Ancillary commercial uses such as offices, childcare, and restaurants, designed and limited to serve persons working in the district are allowed. Other commercial uses are not allowed because they have the potential to encroach upon or displace industrial uses, for which appropriate locations are at a premium.

Staff has been in contact with two land owners with property currently located in the Industrial district adjacent to Capital Circle Northwest. These owners have expressed an interest in a Comprehensive Plan amendment and rezoning to a different district to help expand opportunities for economic activity and for protection of their current uses. The properties are owned by Mr. Earnest Steele and the Loyal Order of Moose. The three parcels are located in the unincorporated County and have frontage on Capital Circle Northwest. Two of the parcels have been developed with structures not designed for industrial use (the Moose Lodge, and a glass front retail type building) and the back of the third parcel is adjacent to the Crescent Hills subdivision and condominiums.

In staff's review of the subject site and surrounding area, it was noted that an additional parcel would be appropriate for consideration in this amendment request because of its location and current use. The parcel is in the City limits and is located immediately south of the subject site. The parcel (ID 21-19-55 A0010) consists of a commercial park with warehousing, office, and light industrial uses more appropriate for the Suburban future land use category. The parcel is owned by Huntley Park LLC and consists of approximately 6.06 acres. The property owner representative has informed staff that he would like to be included in the proposed amendment, and staff has expanded the proposed amendment to include the site (see current uses map in the introductory map set to this report).

Removing acreage from the Industrial district is to be approached with attention. It is generally accepted that establishing new Industrial areas is very difficult due to the potential for off-site impacts from the types of uses allowed. There are currently 490 acres of Industrial lands in Leon County (including City Limits). This is down from 972 acres when the district was established in 1991, a 50% decrease. While much of this may have been necessary to correct the less than anticipated need for Industrial land, it is worth noting this decrease. The following table provides information on the existing acres of Industrial land in unincorporated Leon County and the City of Tallahassee. The table provides additional information regarding the presence of wetlands and vacant areas in the Industrial district. The proposed amendment for the Steele and Moose properties is a total of 23.5 acres, 18 of which are vacant.

Table 1: Acres Data on Industrial Land in Leon County

Description	Acres
Total Industrial in Unincorporated Leon County	314
Total Industrial in City Limits	176
<i>Leon County Total Industrial</i>	<i>490</i>
Total Industrial less wetlands (Unincorporated)	294
Total Industrial less wetlands (City Limits)	135
<i>Leon County Total Industrial less wetlands</i>	<i>429</i>
Total Vacant Industrial (Unincorporated)	69
Total Vacant Industrial (City Limits)	101
<i>Leon County Total Vacant Industrial</i>	<i>170</i>
Total Vacant Industrial less wetlands (Unincorporated)	65
Total Vacant Industrial less wetlands (City Limits)	74
<i>Leon County Total Vacant Industrial less wetlands</i>	<i>139</i>

Proposed Future Land Use Map Designation: Suburban

The proposed Suburban future land use category permits a wide range of uses from housing up to 20 units per acre to retail/office and light industrial uses. Land Use Element Policy 2.2.5 establishes the Suburban land use category to create an environment for economic investment or reinvestment through the mutually advantageous placement of employment and shopping opportunities with convenient access to low to medium density residential land uses. Employment opportunities should be located near residential areas, if possible within walking distance. The Suburban category predominantly consists of single-use projects that are interconnected whenever feasible. Mixed-use projects are encouraged, though not required.

Policy 2.2.5 also states that allowed land uses within Suburban are regulated by zoning districts which implement the intent of the category, and which recognize the unique land use patterns, character, and availability of infrastructure in the different areas within the Suburban Future Land Use Category. Business activities are not intended to be limited to serve area residents; and as a result may attract shoppers from throughout larger portions of the community. The proposed Suburban category is more consistent with the existing development patterns and current uses, and for future development.

If this proposed change is approved, a zoning change from Industrial to C-2 General Commercial is being requested to implement the amendment. The C-2 district is intended to be located in areas designated Suburban on the FLUM and shall apply to areas with direct access to major collectors or arterial roadways located within convenient travelling distance to several neighborhoods. The district is not intended to accommodate large scale commercial or service activities, but rather small groups of retail commercial, professional, office, and community and recreational services. The proposed zoning is consistent with the development patterns in the vicinity of the request and current development on two of the sites.

Updated Rezoning Information (2/13/2014)

Since the initial report to the Local Planning Agency, staff has determined that the C-2 zoning district for this area with the proposed zoning changes will exceed the allowed acreage for the district. In the Land Development Code, C-2 districts shall not exceed 30 acres or be located closer than ¼ mile to other C-1 or C-2 districts. The subject parcels are located between C-2 zoning to the north and the south. The current C-2 zoned parcels total 22.93 acres and include two parcels owned by Home Depot to the north and the First Commerce Credit Union to the south. Because of this, staff is amending the rezoning application for the amendment. Staff recommends the three parcels located in the County be rezoned from Industrial to Commercial Parkway (CP) and the parcel in the City be rezoned to Light Industrial (M-1). The CP zoning district is intended for areas exhibiting an existing development pattern of office, general commercial, retail, and automotive commercial development. Under the Suburban Future Land Use Map category, new CP districts shall have access to arterial or major collector streets. While, the three parcels located in the County all have access on Capital Circle and meet the CP access requirement, the parcel located within the City Limits does not. As noted previously, the parcel in the City is being recommended for M-1 zoning. The M-1 zoning district allows for indoor manufacturing, distribution, warehousing, auto repair, and office uses which are consistent with the current development and use of the site.

Lastly, the affected property owners have been informed of the rezoning amendment and support staff's recommendation.

E. ENVIRONMENTAL FEATURES & IMPACT ON INFRASTRUCTURE:

1. Environmental Features: The subject property is within the Lake Munson drainage basin. Although one of the three subject parcels (#21-19-51-051-1111) is heavily forested, county environmentally sensitive maps currently indicate no protected or other significant environmental features onsite. An onsite Natural Features Inventory may reveal the presence of other unknown environmental features.
2. Water/Sewer: City water and sewer are available to the area.
3. Transportation:

Transit Availability: The subject site and surrounding area are serviced by Star Metro. There are transit stops on each side of Capital Circle Northwest near the subject site.

Bicycle/Pedestrian Facilities Availability: There are sidewalks and bicycle lanes on each side of Capital Circle Northwest in the vicinity of the subject site.

Transportation Analysis and Conclusion: Capital Circle Northwest is a principle arterial roadway that has been recently improved with sidewalks, bike lanes and four lanes. Based on the highest and most intense use of the subject site under the proposed change to Suburban with C-2 zoning, 3,477.5 additional PM Peak Hour trips would be generated. However, transportation concurrency will be determined when a site plan for development is submitted in the future.

1. Schools: The subject site is in the Riley, Griffins and Godby school attendance zones.

School Name	Riley Elementary	Griffin Middle	Godby High
Potential Students Generated	55	22	18
Present Capacity	-174	419	290
Post Development Capacity	-229	397	272

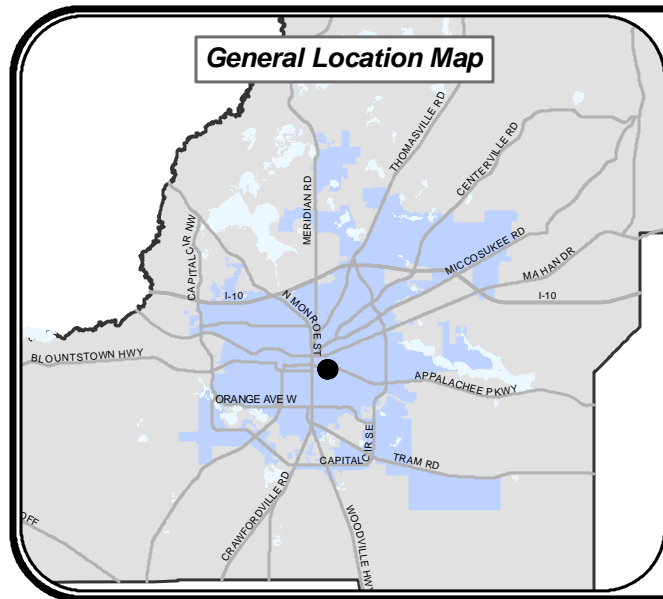
The table above depicts preliminary calculations provided by School Board staff based on the maximum residential development allowed under the requested future land use category. Final school concurrency calculations will be conducted in the future when a site plan for proposed development is submitted.

F. CONCLUSION:

Based on the above data and analysis, staff concludes the following:

1. The proposed change for the four subject properties is consistent with the Comprehensive Plan in that it concentrates development into a location that offers the greater opportunity for higher density and mixture of uses consistent with the Urban Service Area policies.
2. The proposed change furthers several strategies and recommendations from the Board of County Commissioners FY2012 & FY2013 Strategic Initiatives, including Strategic Priority (EC2) “Support business expansion and job creation.....” and Strategic Initiative (EC2) “Identify revisions to future land uses which will eliminate hindrances or expand opportunities to promote and support economic activity.”
3. The subject parcels are within an urban node currently providing commercial/retail uses for nearby neighborhoods. Such nodes can be characterized by a mix of higher intensity services and uses, more dense housing choices, easy access to mass transit, and increased walkability made possible by an interconnected sidewalk system.
4. The proposed Suburban category is consistent with the mix of land use patterns in the area. Land uses near the site include office, commercial, and mixed housing densities. The subject site is also in close proximity to shopping and employment opportunities and is served by transit, sidewalks, and central water and sewer. All of which promotes the intent of the category.

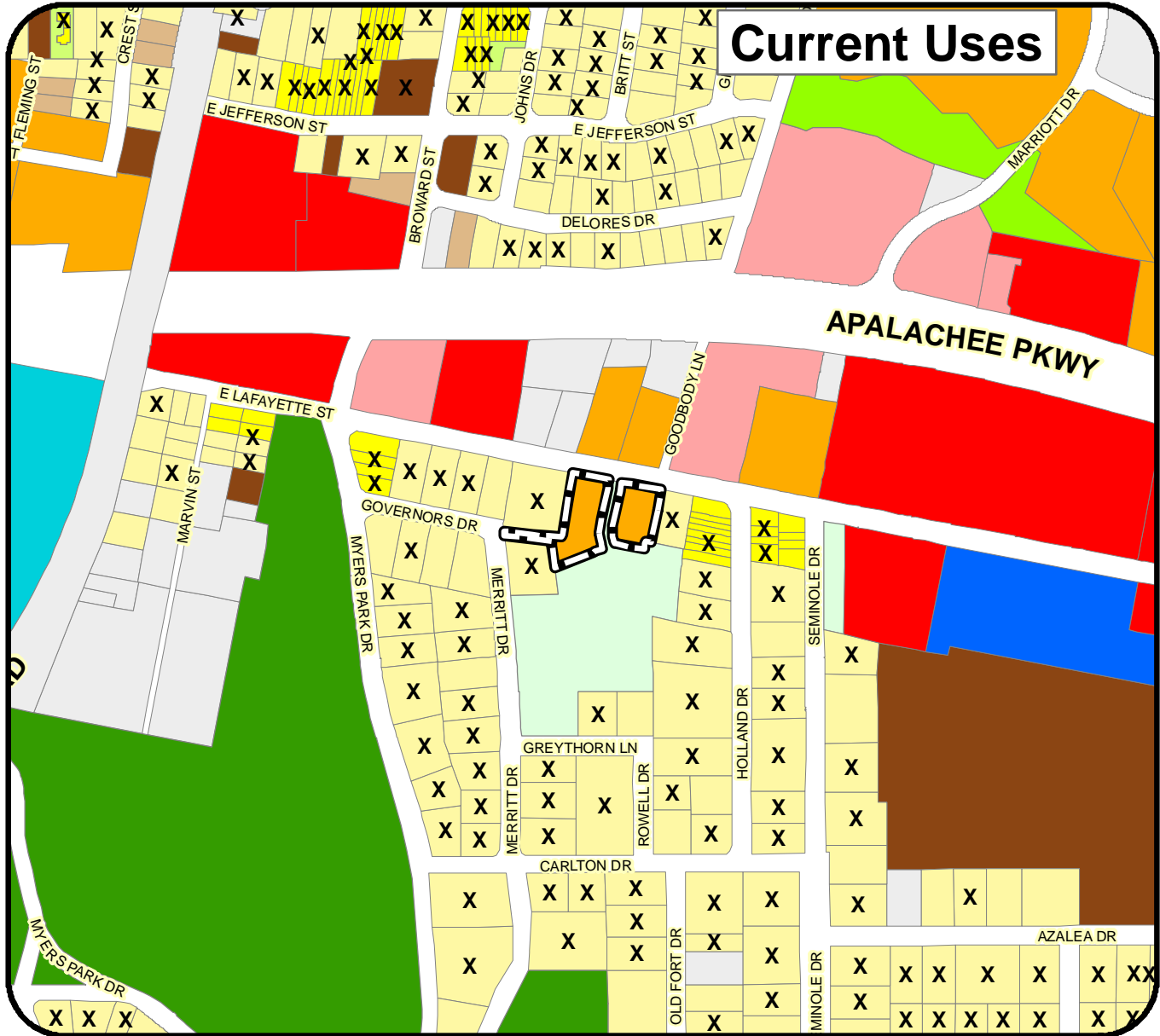
Thus, based on the data, analysis, and conclusions, staff is recommending approval of this amendment.



**E. Lafayette St.
PCM140104**
*Desoto Park Law Firm,
 Fl. Trans. Builders Assoc.*
 Tallahassee/Leon County
 Planning Department


SITE TAX ID:
 11-31-52- A-0080
 11-31-52- A-0100
ACRES: 1.27 ±



















Current Uses

Legend

-  Subject Parcel
- X** Homestead Exemption Parcels

Current Uses (Oct. 2013)

- | | |
|--|--|
|  Single Family Detached/Mobile Home |  Warehouse |
|  Single Family Attached |  Government Operation |
|  Two-Family Dwelling |  Open Space Undesignated |
|  Multi-Family |  Open Space Common Areas |
|  Motel/Hospital/Clinic |  Open Space Resource Protection |
|  Retail |  Open Space Recreation/Parks |
|  Office |  Vacant |

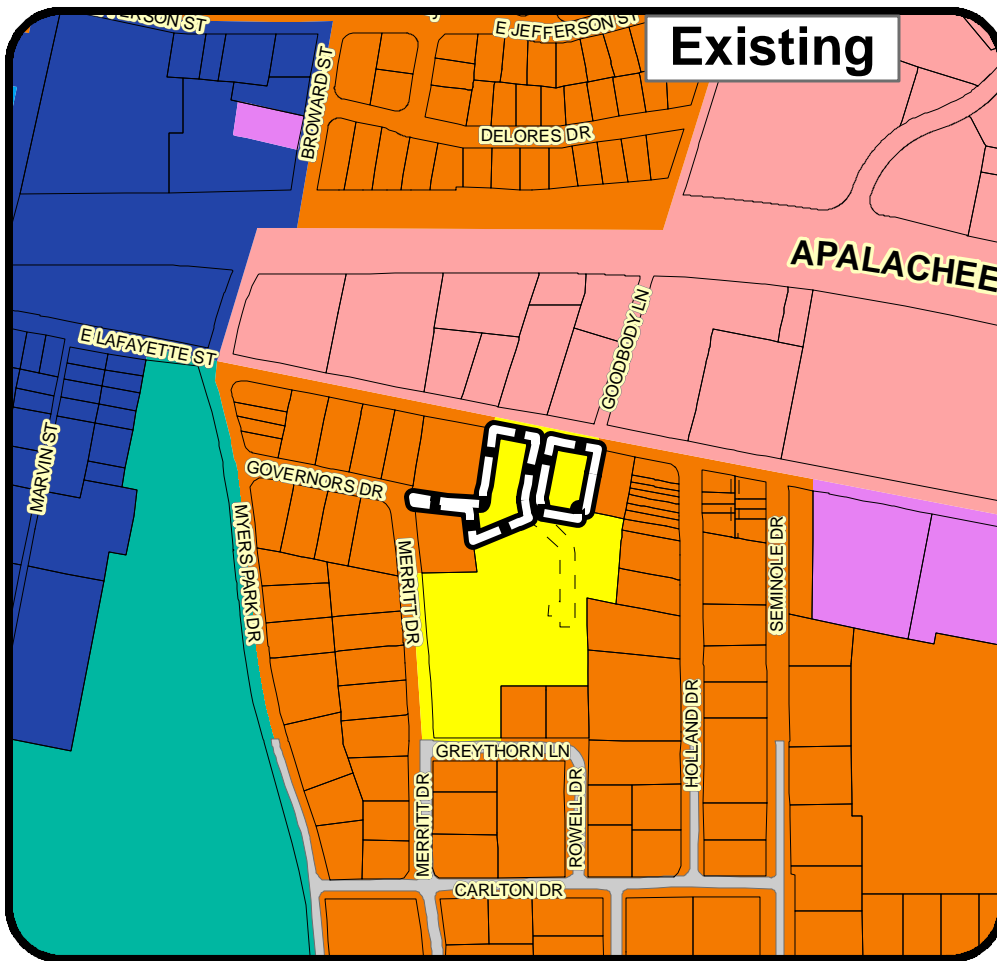
**E. Lafayette St.
PCM140104**
*Desoto Park Law Firm,
Fl. Trans. Builders Assoc.*
**Tallahassee/Leon County
Planning Department**

SITE TAX ID:
11-31-52- A-0080
11-31-52- A-0100

ACRES: 1.27 ±



Existing



Future Land Use

Legend

- Activity Center
- Central Urban
- Governmental Operation
- Open Space
- Residential Preservation
- Suburban



Subject Parcel

City Limits

**E. Lafayette St.
PCM140104**

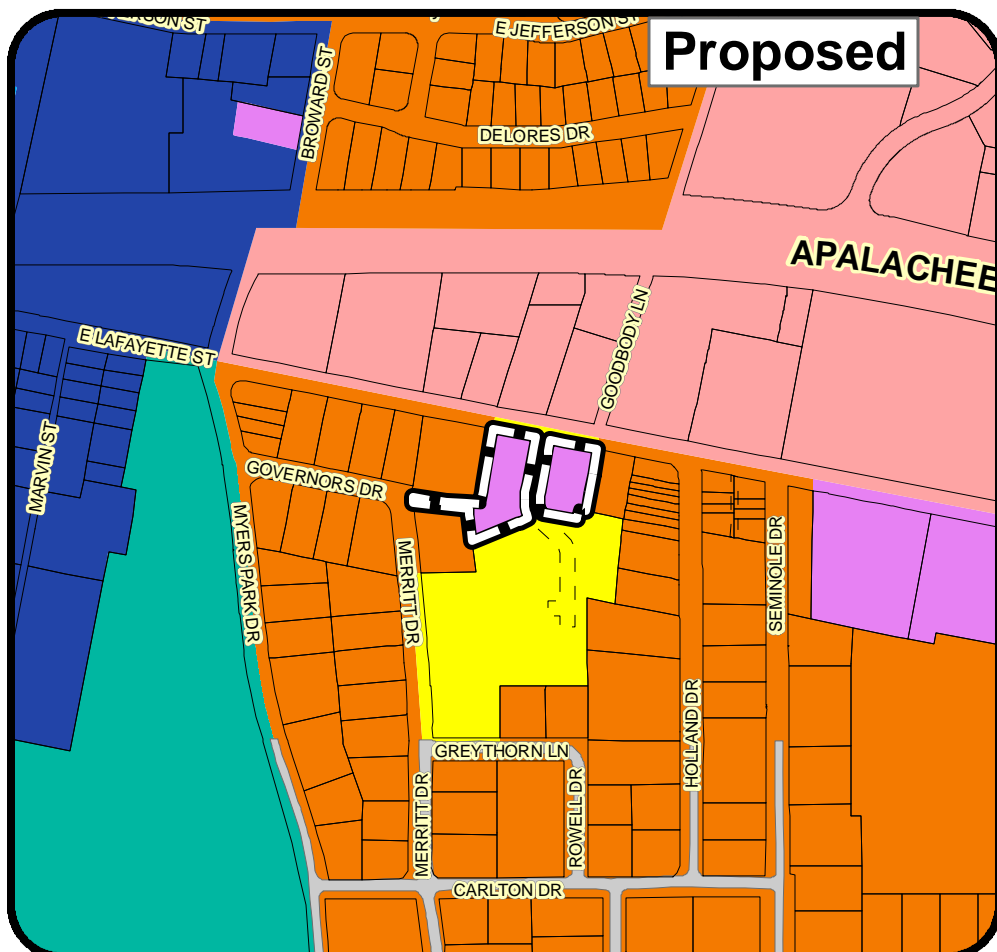
*Desoto Park Law Firm,
Fl. Trans. Builders Assoc.*

Tallahassee/Leon County
Planning Department

**Existing
Government
Operational**

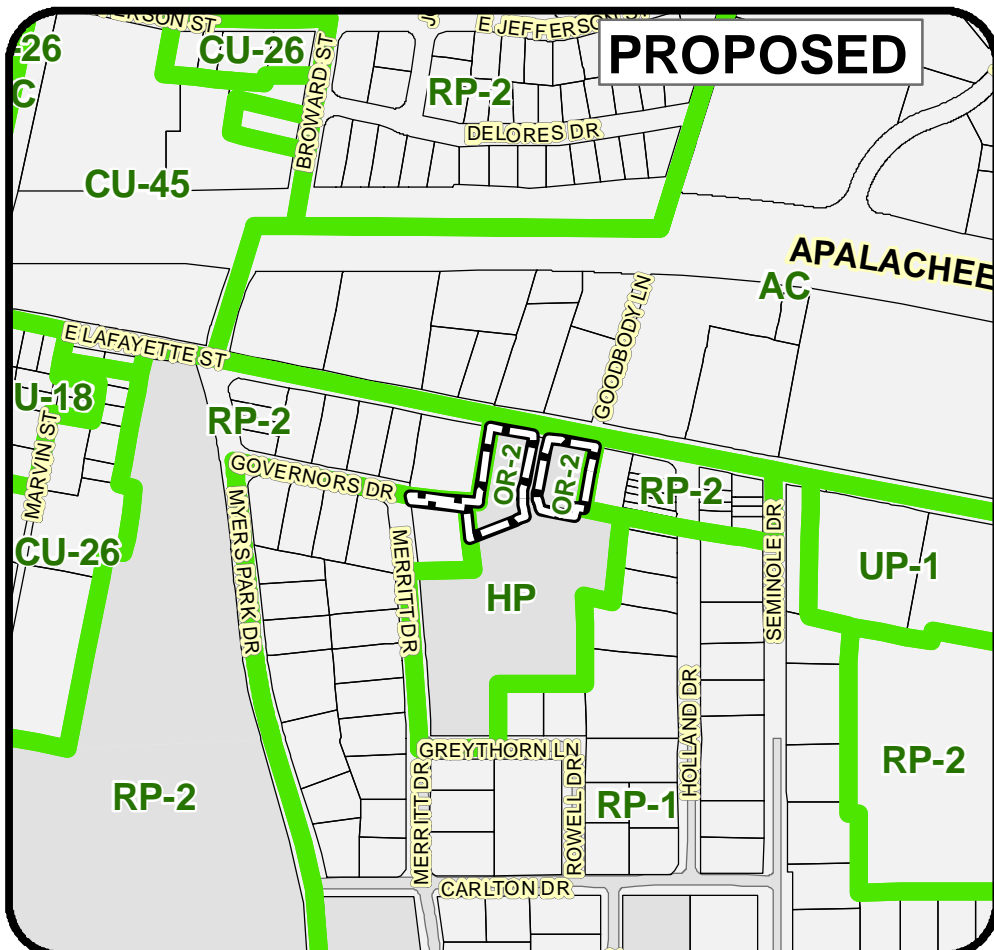
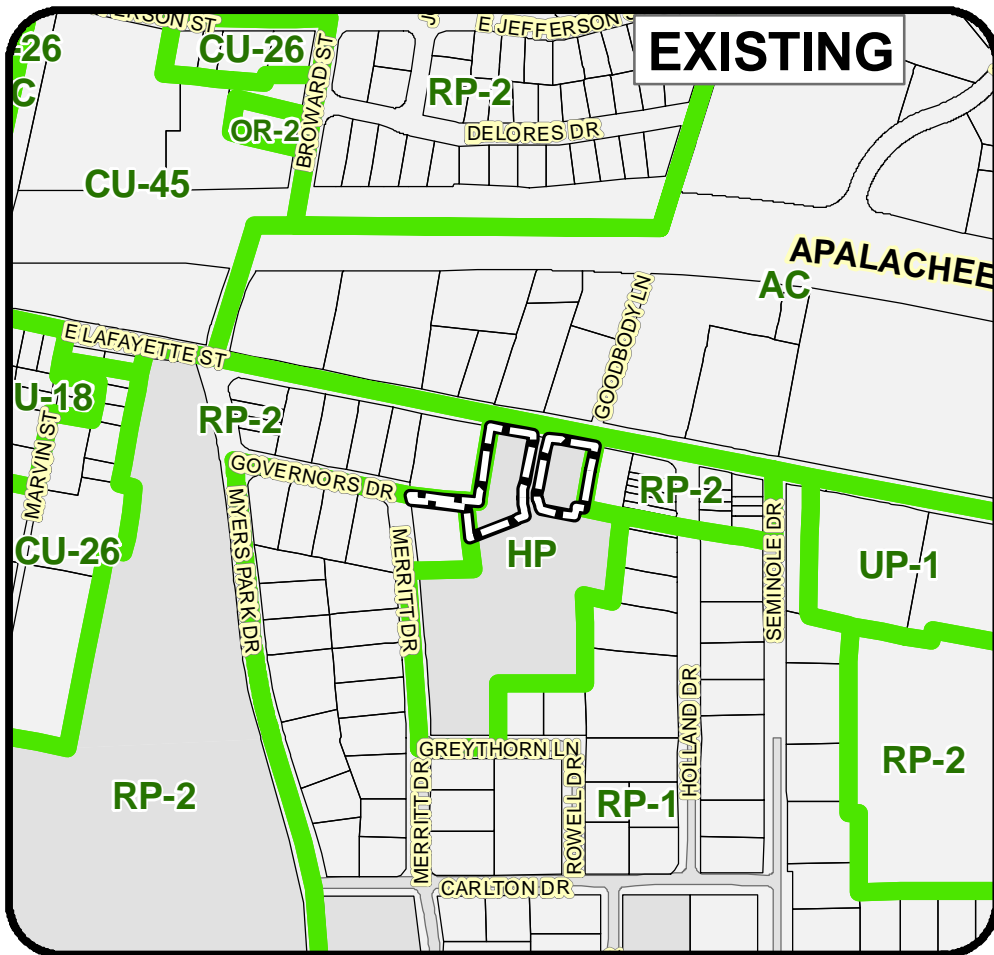
**Proposed
Suburban**

Proposed



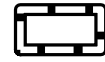
SITE TAX ID:
11-31-52- A-0080
11-31-52- A-0100
ACRES: 1.27 ±





ZONING

Legend



Subject Parcel



zoning



Historic Preservation Overlay

**E. Lafayette St.
PCM140104**

*Desoto Park Law Firm,
Fl. Trans. Builders Assoc.*

Tallahassee/Leon County
Planning Department

Existing

Historic Preservation
with
Historic Preservation
Overlay

Proposed

Office Residential 2
with
Historic Preservation
Overlay



SITE TAX ID:
11-31-52- A-0080
11-31-52- A-0100
ACRES: 1.27 ±



MAP AMENDMENT #: PCM140104

APPLICANT: Tallahassee-Leon County Planning Department

TAX I.D. # s: 11-31-52- A-008-0; 11-31-52- A-010-0 (± 1.27 acres)

CITY X **COUNTY**

CURRENT DESIGNATION: Government Operational

REQUESTED DESIGNATION: Suburban

DATE: January 8, 2014

PRELIMINARY STAFF RECOMMENDATION: Approve Amendment PCM140104

A. SUMMARY:

This is a request to change the Future Land Use Map designation from “Government Operational” to “Suburban” for two parcels totaling ±1.27 acres; one property is owned by the Florida Transportation Builder’s Association, the other is owned by F. Alan Cummings and Joseph W. Lawrence. The properties are in a Historic Preservation Overlay, and will remain so. However, the existing Government Operational designation is not appropriate for these privately owned properties. The parcels are located south of Lafayette Street within the DeSoto Park Drive cul-de-sac, in close proximity to existing state-owned buildings and historical sites that will remain in the Government Operational designation. The owners of the parcels support the proposed amendment.

B. REASONS FOR RECOMMENDATION FOR APPROVAL:

1. The existing Government Operational designation is not appropriate for these privately owned properties.
2. Approval of this amendment is not expected to have adverse effects on public facilities.
3. The Historic Preservation Overlay will be maintained over the properties.
4. The requested change to the Suburban category is consistent with current development along Lafayette Street.

C. APPLICANT’S REASON FOR THE AMENDMENT:

The Tallahassee-Leon County Planning Department was made aware of various properties that are still in the Historic Conservation and Historic Preservation zoning districts. After the adoption of the new Historic Preservation Overlay in February 1993, these zoning districts became obsolete. In order to provide an appropriate zoning district, an appropriate Future Land Use Map designation must also be provided.

D. STAFF ANALYSIS:

Current Future Land Use Map Designation & Zoning District

The parcels (± 1.27 acres) currently have a Government Operational Future Land Use Map designation and the now defunct Historical Preservation (HP) zoning district. This property is inside the Urban Service Area.

Government Operational Future Land Use

The Government Operational future land use category (Policy 2.2.16 in the Land Use Element) allows Community Services, Light Infrastructure, Heavy Infrastructure, and Post-Secondary schools, that provide for the operation of and provision of services on property owned or operated by local, state and federal government. The government facilities may include services and uses provided by private entities operating on property owned by the local, state, or federal government. These facilities include, but are not limited to:

- | | |
|--------------------------------|----------------------------------|
| Airports* | Offices |
| Correctional Facilities | Outdoor Storage Facilities |
| Courts | Police/Fire Stations |
| Electric Generating Facilities | Sanitary Sewer Percolation Ponds |
| Electric Sub-Stations | Sanitary Sewer Pump Stations |
| Health Clinics | Sanitary Sewer Sprayfields |
| Libraries | Vehicle Maintenance Facilities |
| Incinerators | Waste to Energy |
| Materials Recovery Facilities | Water Tanks |
| Museums | Water Treatment Plants |
| Postal Facilities | Water Wells |

*Includes services and uses provided by private entities that are commonly located at commercial service airports.

Historic Preservation Zoning District

This zoning district is now defunct. As a result, there are no development standards or permissible uses associated with the zoning district.

Proposed Future Land Use Map Designation & Zoning District

Suburban Future Land Use

The intent of the Suburban Land Use category is to create an environment for economic investment or reinvestment through the mutually advantageous placement of employment and shopping opportunities with convenient access to low to medium density residential land uses. Employment opportunities should be located near residential areas, if possible within walking distance.

Office Residential-2 Zoning District

The intent for the Office Residential-2 zoning district is to promote urban density and intensity of residential and office uses and the mixing of permitted uses to promote the use of public transit and the efficient use of public infrastructure. A variety of housing types, compatible non-retail activities of moderate intensity, retail commercial activities (limited to the ground floor), and certain community and recreational facilities related to office or residential uses are permitted in the Office Residential-2 district. The zoning district allows for a variety of uses which include but are not limited to the following:

1. Banks and other financial institutions.
2. Broadcasting studios.
3. Community facilities related to office or residential facilities.
4. Day care centers.
5. Golf courses.
6. Hotels and motels, including bed and breakfast inns.
7. Medical and dental offices and services, laboratories, and clinics.
8. Multiple-family dwellings.
9. Non-medical offices and services, including business and government offices and services.
10. Nursing homes and other residential care facilities.

Reasons for Changing Future Land Use Map Designation & Zoning District

The properties are privately owned, but are currently designated as Government Operational on the Future Land Use Map. Policy 2.2.16 in the Tallahassee-Leon County Comprehensive Plan states Government Operational can be implemented in areas that "...provide for the operation of and provision of services on property owned or operated by local, state and federal government. The government facilities may include services and uses provided by private entities operating on property owned by the local, state, or federal government." The properties are currently used as offices.

The Office Residential -1 & Neighborhood Boundary Office zoning districts were considered for this site. However, the properties exceed the intensity standards for non-residential structures established by both districts. Changing the Future Land Use Map designation to Suburban with the Office Residential-2 zoning district will be more reflective of the current use of the property and provide appropriate development standards and uses.

Historic Preservation Overlay

The properties are within a Historical Preservation Overlay (HPO). According to Sec. 10-317 of the Tallahassee Land Development Code:

"The HPOs shall be added to: properties listed in the Local Register of Historic Places, all properties zoned HC by the city, and any HPO districts in the city and county. Properties listed on the National Register of Historic Places within the downtown special character districts shall also be zoned with an HPO. The underlying zoning district and permitted uses in the HPO areas shall remain undisturbed by the creation of an HPO..."

The proposed rezoning will include a Historic Preservation Overlay.

Limited Use Site Plan

In 1986, the Desoto Park Drive area was provided with the Historical Preservation zoning district along with a Limited Use Site Plan. Ordinance No. 85-0-2558 designated the subject parcels as an “Historical and Cultural Conservation Limited Use Plan (Principal Uses: business offices and services; single family dwellings; non-medical offices and services; Restricted Uses – sales lease, rental of business machines and accessory uses – customary accessory uses and structures incidental to one or more permitted uses and structures) on the official planning zoning map of the City of Tallahassee...” While the Historic Preservation zoning district was dissolved and was replaced with the Historic Preservation Overlay in 1993, the Limited Use Site Plan guidelines and restrictions are still valid.

E. ENVIRONMENTAL FEATURES & IMPACT ON INFRASTRUCTURE:

1. Environmental Features:

The subject properties are within the Lake Munson drainage basin. County environmentally sensitive maps currently indicate no protected or other significant environmental features onsite. A small area of severe and significant grades is located on the northern edge of the two subject parcels where they meet Lafayette Street. However, these are manmade. An onsite Natural Features Inventory may reveal the presence of other unknown environmental features.

2. Water/Sewer: City water and sewer service are presently available for the subject parcel.

3. Other:

Roads: East Lafayette Street is a minor collector and its Level of Service (LOS) is “D \ E.”

Bicycle/Pedestrian Facilities Availability: Sidewalks are available along East Lafayette Street.

Mass Transit Availability: The subject properties and surrounding area are serviced by Star Metro’s Tall Timbers Route.

4. Schools:

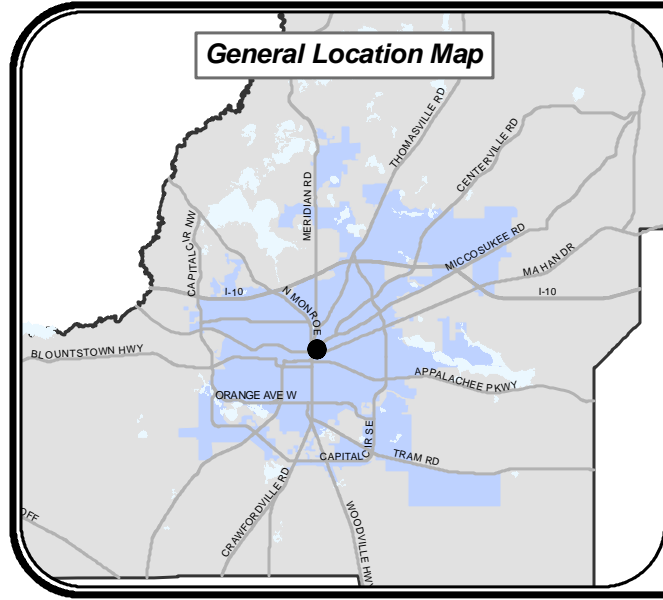
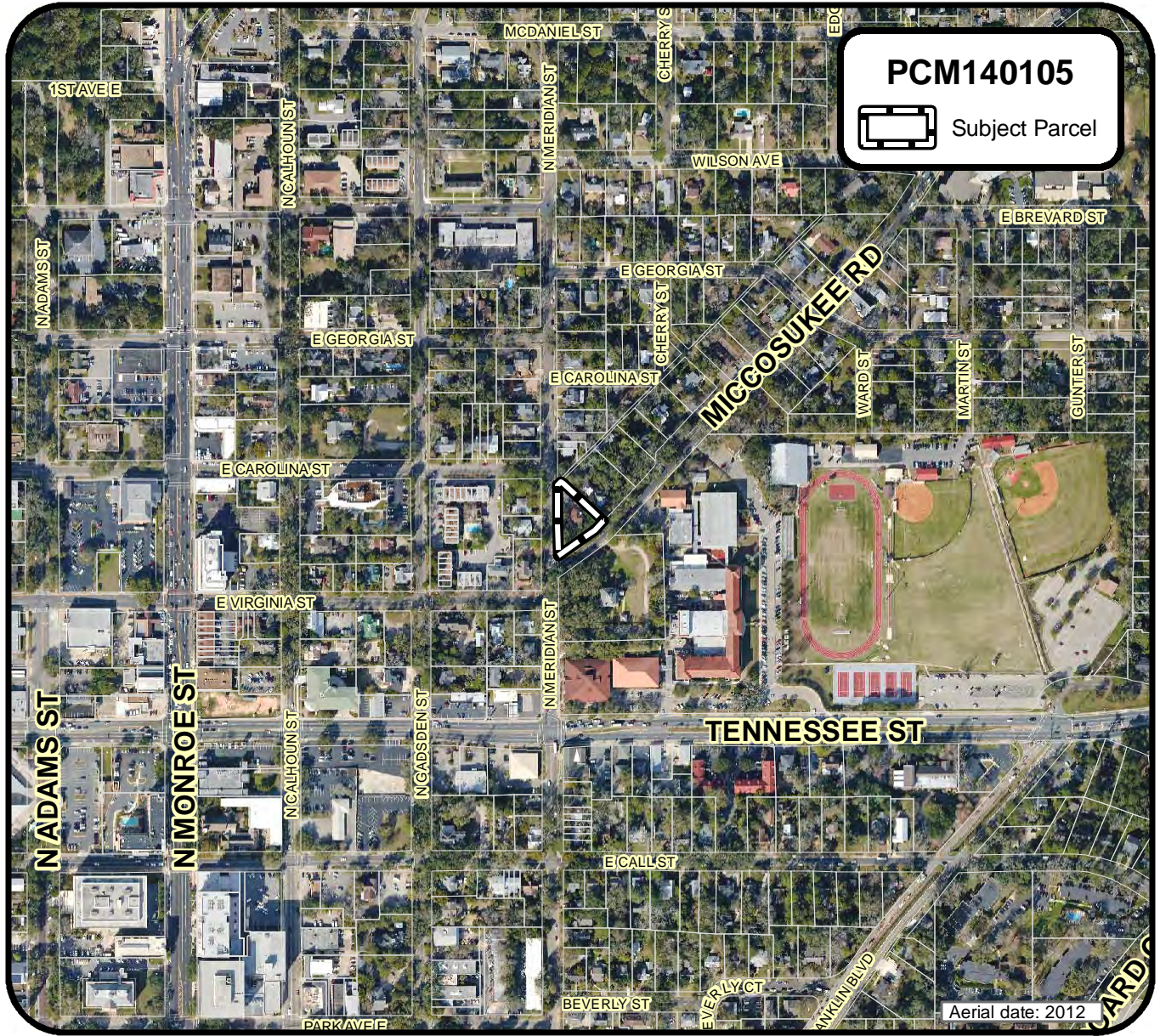
The subject site is in the Hartsfield, Fairview, and Rickards school attendance zones. School concurrency calculations will be conducted in the future is a new site plan for proposed development is submitted.

F. CONCLUSION:

Based on the above data and analysis, Planning Department staff concludes the following:

1. The existing Government Operational designation is not appropriate for these privately owned properties.
2. Approval of this amendment is not expected to have adverse effects on public facilities
3. The Historic Preservation Overlay will be maintained over the properties.
4. The requested change to the Suburban category is consistent with current development along Lafayette Street.

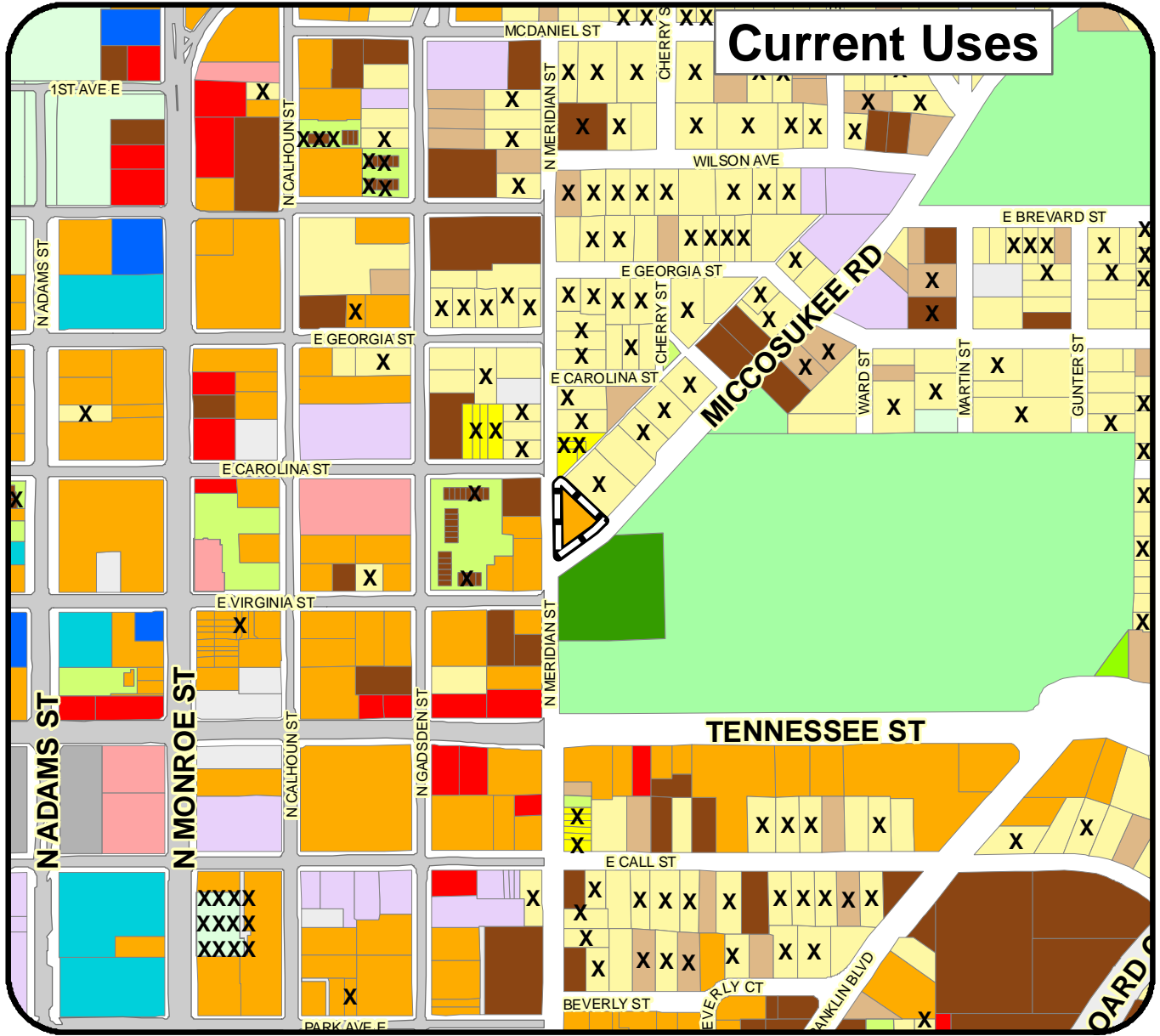
Based on this analysis and its conclusions, Planning Department staff recommends approval of this amendment.



N. Meridian
PCM140105
 180 Consulting
 Tallahassee/Leon County
 Planning Department


SITE TAX ID:
11-31-46-000-0010
ACRES: 0.39 ±






















Current Uses

Legend

-  Subject Parcel
- X** Homestead Exemption Parcels

Current Uses (Oct. 2013)

- | | |
|--|---|
|  Single Family Detached/Mobile Home |  Government Operation |
|  Single Family Attached |  School |
|  Two-Family Dwelling |  Open Space Undesignated |
|  Multi-Family |  Open Space Common Areas |
|  Motel/Hospital/Clinic |  Open Space Resource Protection |
|  Retail |  Open Space Recreation/Parks |
|  Office |  Religious/Non-profit |
|  Warehouse |  Transportation/Communications/Utilities |
| |  Vacant |

**N. Meridian
PCM140105**

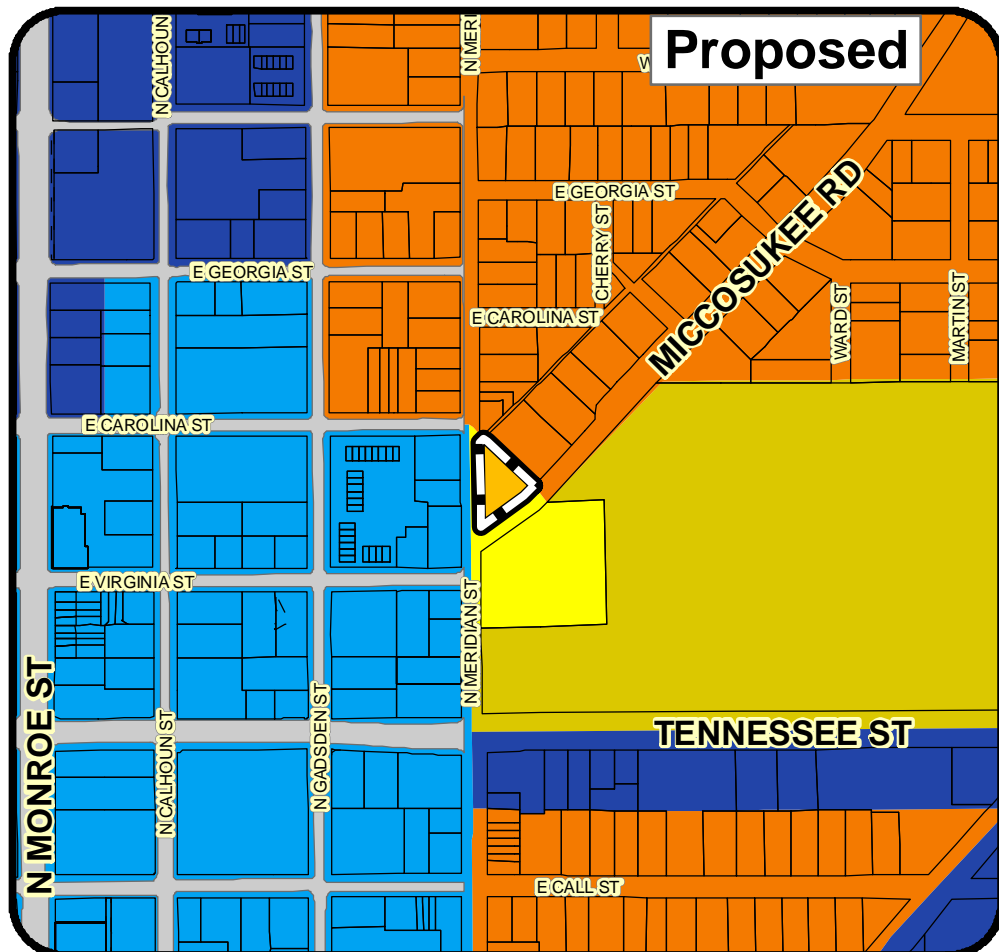
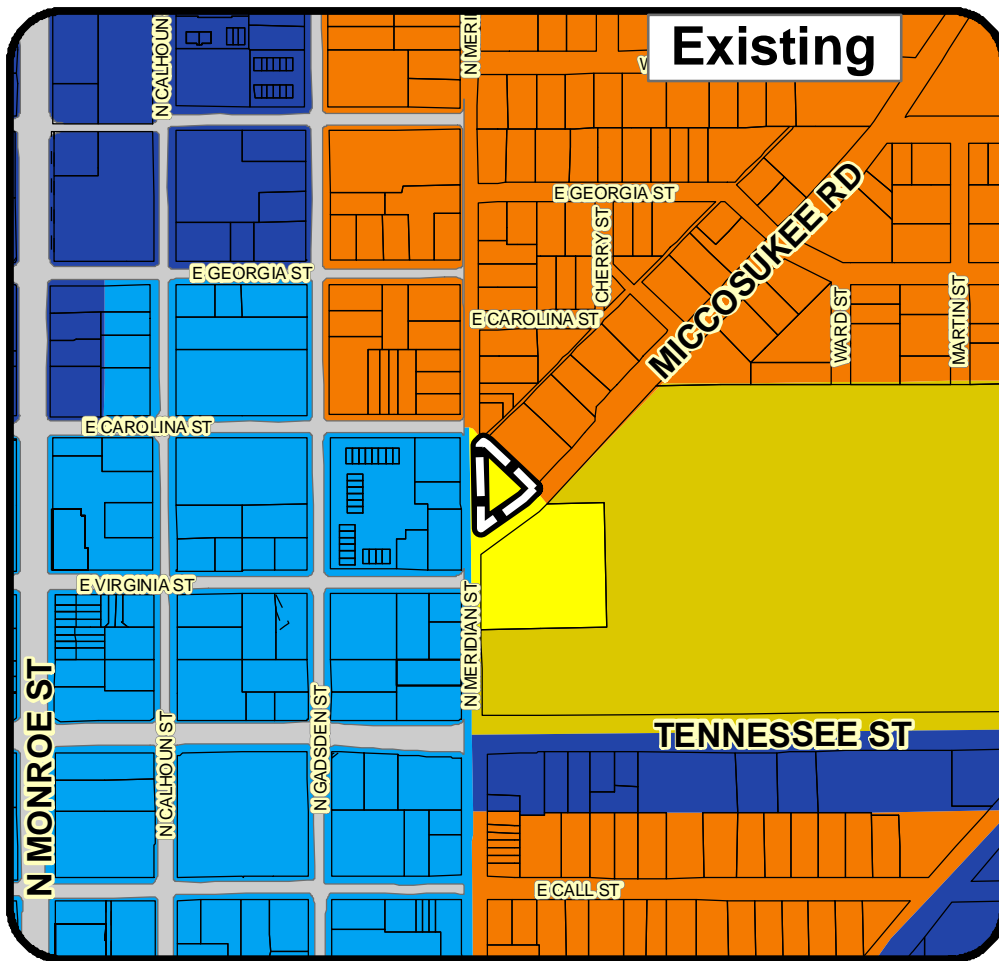
180 Consulting

**Tallahassee/Leon County
Planning Department**

**SITE TAX ID:
11-31-46-000-0010**

ACRES: 0.39 ±





Future Land Use

Legend

-  Central Urban
-  Central Core
-  Educational Facilities
-  Governmental Operation
-  Residential Preservation
-  Neighborhood Boundary



Subject Parcel

**N. Meridian
PCM140105**

180 Consulting

Tallahassee/Leon County
Planning Department

**Existing
Government
Operational**

**Proposed
Neighborhood Boundary**

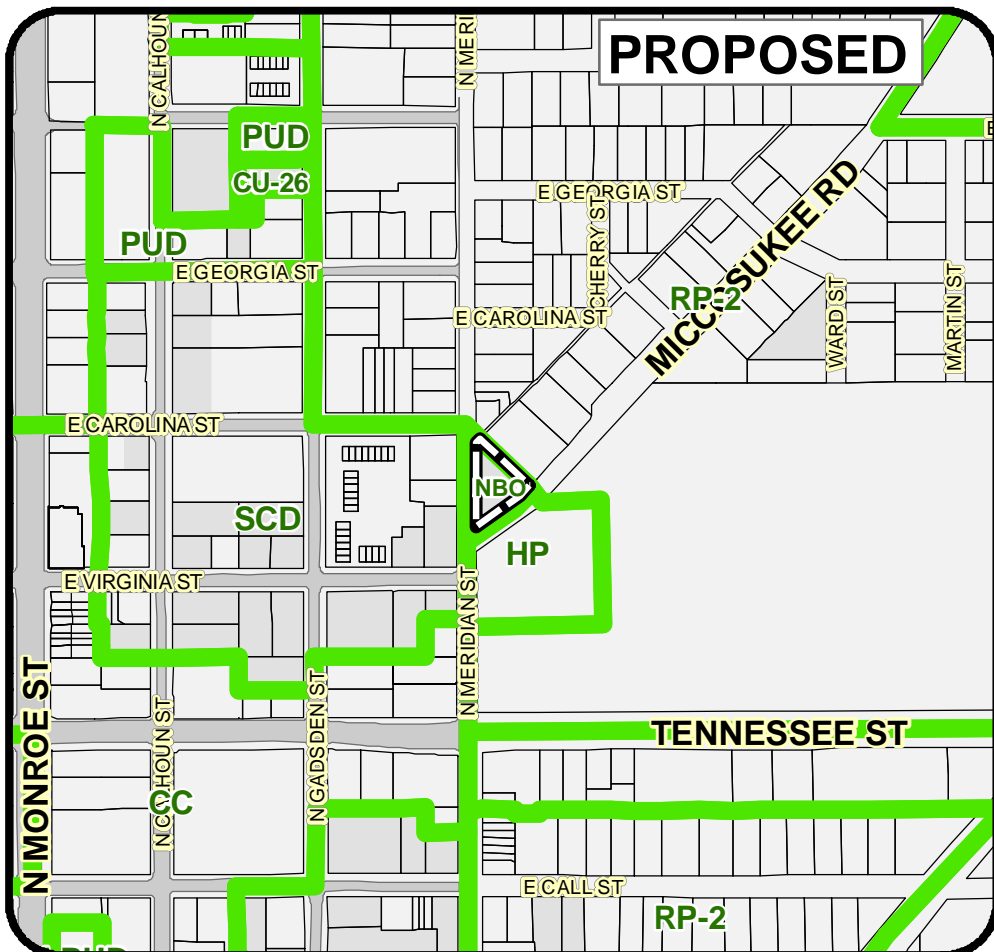
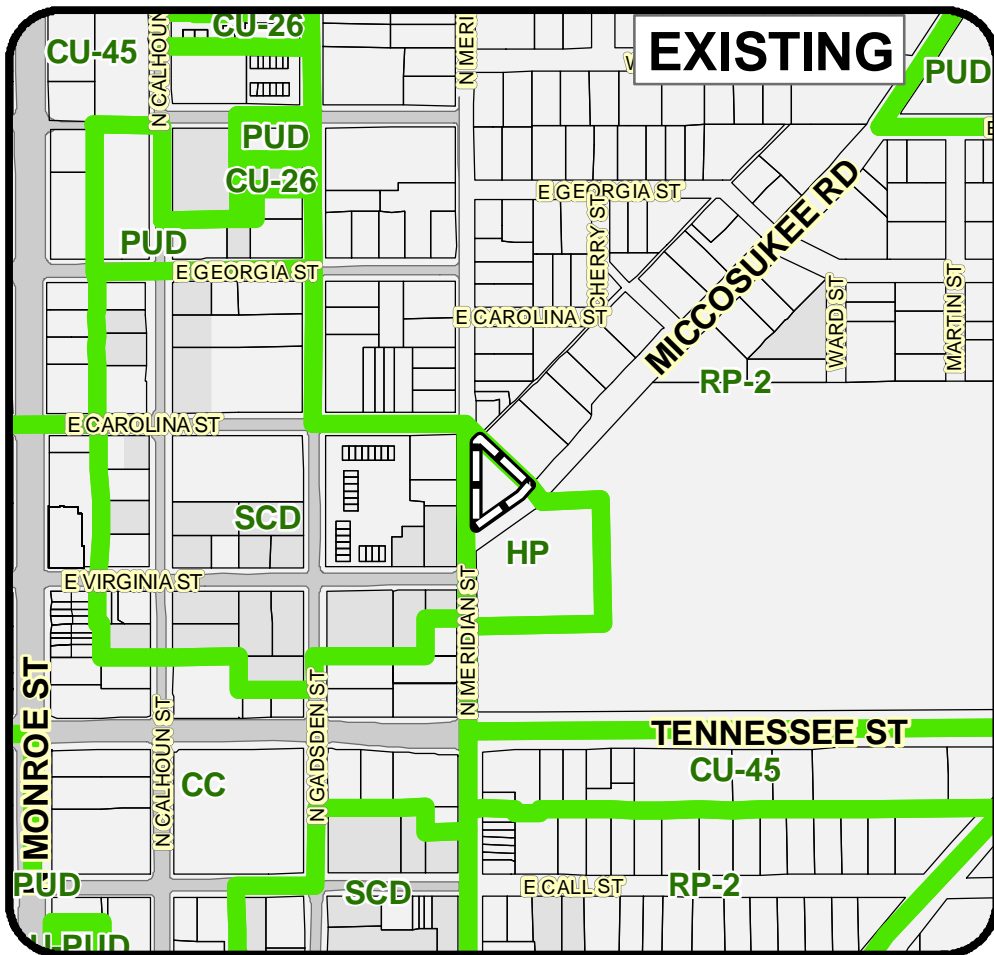


**SITE TAX ID:
11-31-46-000-0010**

ACRES: 0.39 ±



PLACE - PLANNING - LAND MANAGEMENT AND COMMUNITY ENHANCEMENT



ZONING

Legend



Subject Parcel



zoning

**N. Meridian
PCM140105**
180 Consulting
Tallahassee/Leon County
Planning Department

Existing
Historic Preservation
with
Historic Preservation
Overlay

Proposed
Neighborhood Boundary
Office, with
Historic Preservation
Overlay



SITE TAX ID:
11-31-46-000-0010

ACRES: 0.39±



MAP AMENDMENT #: PCM140105

APPLICANT: Tallahassee-Leon County Planning Department

TAX I.D. # s: 11-31-46-000-001-0 (\pm 0.39 acres)

CITY X **COUNTY**

CURRENT DESIGNATION: Government Operational

REQUESTED DESIGNATION: Neighborhood Boundary

DATE: January 8, 2014

PRELIMINARY STAFF RECOMMENDATION: Approve Amendment PCM140105

A. SUMMARY:

This is a request to change the Future Land Use Map designation from “Government Operational” to “Neighborhood Boundary” for one parcel totaling \pm 0.39 acres owned by Don Yaeger Properties, LLC. The property is within a Historic Preservation Overlay, and will remain so. However, the existing Government Operational designation is not appropriate for this privately owned property. The parcel is located north of the intersection of North Meridian Street and Miccosukee Road. The owner of this parcel supports the proposed amendment.

B. REASONS FOR RECOMMENDATION FOR APPROVAL:

1. The existing Government Operational designation is not appropriate for the privately owned property.
2. Approval of this amendment is not expected to have adverse effects on public facilities.
3. The Historic Preservation Overlay will be maintained over the property.
4. The requested change to Neighborhood Boundary is consistent with current development near the Miccosukee and North Meridian Street intersection. Residential and office uses are located within the vicinity of the subject property.

C. APPLICANT’S REASON FOR THE AMENDMENT:

The Tallahassee-Leon County Planning Department was made aware of various properties that are still in the Historic Conservation and Historic Preservation zoning districts. After the adoption of the new Historic Preservation Overlay in February 1993, these zoning districts became obsolete. In order to provide an appropriate zoning district, an appropriate Future Land Use Map designation must also be provided.

D. STAFF ANALYSIS:

Current Future Land Use Map Designation & Zoning District

The parcel (± 0.39 acres) currently has a Government Operational Future Land Use Map designation and the now defunct Historical Preservation (HP) zoning district. This property is inside the Urban Service Area.

Government Operational Future Land Use

The Government Operational future land use category (Policy 2.2.16 in the Land Use Element) allows Community Services, Light Infrastructure, Heavy Infrastructure, and Post-Secondary schools, that provide for the operation of and provision of services on property owned or operated by local, state and federal government. The government facilities may include services and uses provided by private entities operating on property owned by the local, state, or federal government. These facilities include, but are not limited to:

- | | |
|--------------------------------|----------------------------------|
| Airports* | Offices |
| Correctional Facilities | Outdoor Storage Facilities |
| Courts | Police/Fire Stations |
| Electric Generating Facilities | Sanitary Sewer Percolation Ponds |
| Electric Sub-Stations | Sanitary Sewer Pump Stations |
| Health Clinics | Sanitary Sewer Sprayfields |
| Libraries | Vehicle Maintenance Facilities |
| Incinerators | Waste to Energy |
| Materials Recovery Facilities | Water Tanks |
| Museums | Water Treatment Plants |
| Postal Facilities | Water Wells |

*Includes services and uses provided by private entities that are commonly located at commercial service airports.

Historic Preservation Zoning District

This zoning district is now defunct. As a result, there are no development standards or permissible uses associated with the zoning district.

Proposed Future Land Use Map Designation & Zoning District

Neighborhood Boundary Future Land Use

The intent of the Neighborhood Boundary category is to create a transition area between residential development and more intensive development such as, higher density multi-family and higher intensity non-residential development while still preserving roadway capacity through access management practices. This land use category is intended to be adjacent to residential neighborhoods and is limited to locations on roads with high traffic volumes, and on the edges of existing and future residential neighborhoods.

Neighborhood Boundary Office Zoning District

The intent of the Neighborhood Boundary Office zoning district is to provide minor office opportunities serving the immediate area and higher intensity residential land uses while providing a transition between the residential development and more intensive development while still preserving roadway capacity through appropriate access management.

The Neighborhood Boundary Office zoning district allows for the following principal uses:

1. Offices (all types). Personal services, medical clinics, bail bonds, and payday loan offices are prohibited.
2. Multi-family Residential (any type except dormitories, fraternities and sororities) located on the second floor of a building containing the permitted office uses on the first floor.
3. Residential: Single family-attached dwellings; Single family – detached dwellings; and Two-family dwellings.
4. Other uses, which in the opinion of the Land Use Administrator, are of a similar and compatible nature to those uses described in this district. Noise and lighting impacts shall be considered when determining the eligibility of additional land uses.

Reasons for Changing Future Land Use Map Designation & Zoning District

The property is privately owned but is currently designated as Government Operational on the Future Land Use Map. Policy 2.2.16 in the Tallahassee-Leon County Comprehensive Plan states Government Operational can be implemented in areas that "...provide for the operation of and provision of services on property owned or operated by local, state and federal government. The government facilities may include services and uses provided by private entities operating on property owned by the local, state, or federal government." This property is currently used as a consulting office. Changing the Future Land Use Map designation to Neighborhood Boundary with the Neighborhood Boundary Office (NBO) zoning district will be more reflective of the current use of the property and provide appropriate development standards and uses that protect the nearby residential areas.

Historic Preservation Overlay

The property is within a Historical Preservation Overlay (HPO). According to Sec. 10-317 of the Tallahassee Land Development Code:

“The HPOs shall be added to: properties listed in the Local Register of Historic Places, all properties zoned HC by the city, and any HPO districts in the city and county. Properties listed on the National Register of Historic Places within the downtown special

character districts shall also be zoned with an HPO. The underlying zoning district and permitted uses in the HPO areas shall remain undisturbed by the creation of an HPO...”

The proposed rezoning will include a Historic Preservation Overlay.

E. ENVIRONMENTAL FEATURES & IMPACT ON INFRASTRUCTURE:

1. Environmental Features:

The subject property is within the Lake Munson drainage basin. County environmentally sensitive maps currently indicate no protected or other significant environmental features onsite. A small area of severe and significant grades is located on the southern edge of the subject parcel where it meets Miccosukee Road. However, this is manmade. An onsite Natural Features Inventory may reveal the presence of other unknown environmental features.

2. Water/Sewer: City water and sewer service are presently available for the subject parcel.

3. Other:

Roads: North Meridian Road is a major collector and its Level of Service (LOS) is “D.” Miccosukee is a Minor Arterial and its LOS is “D.”

Bicycle/Pedestrian Facilities Availability: There are sidewalks available along the roads mentioned above.

Mass Transit Availability: The subject property and surrounding area are serviced by Star Metro’s Azalea Route.

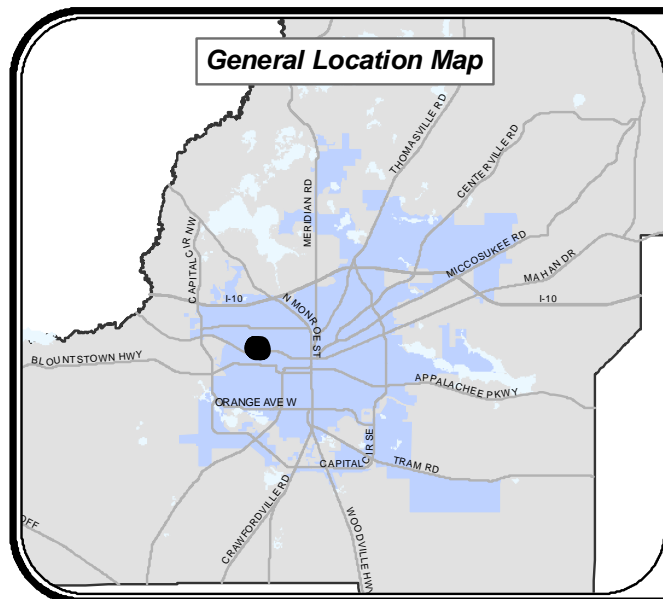
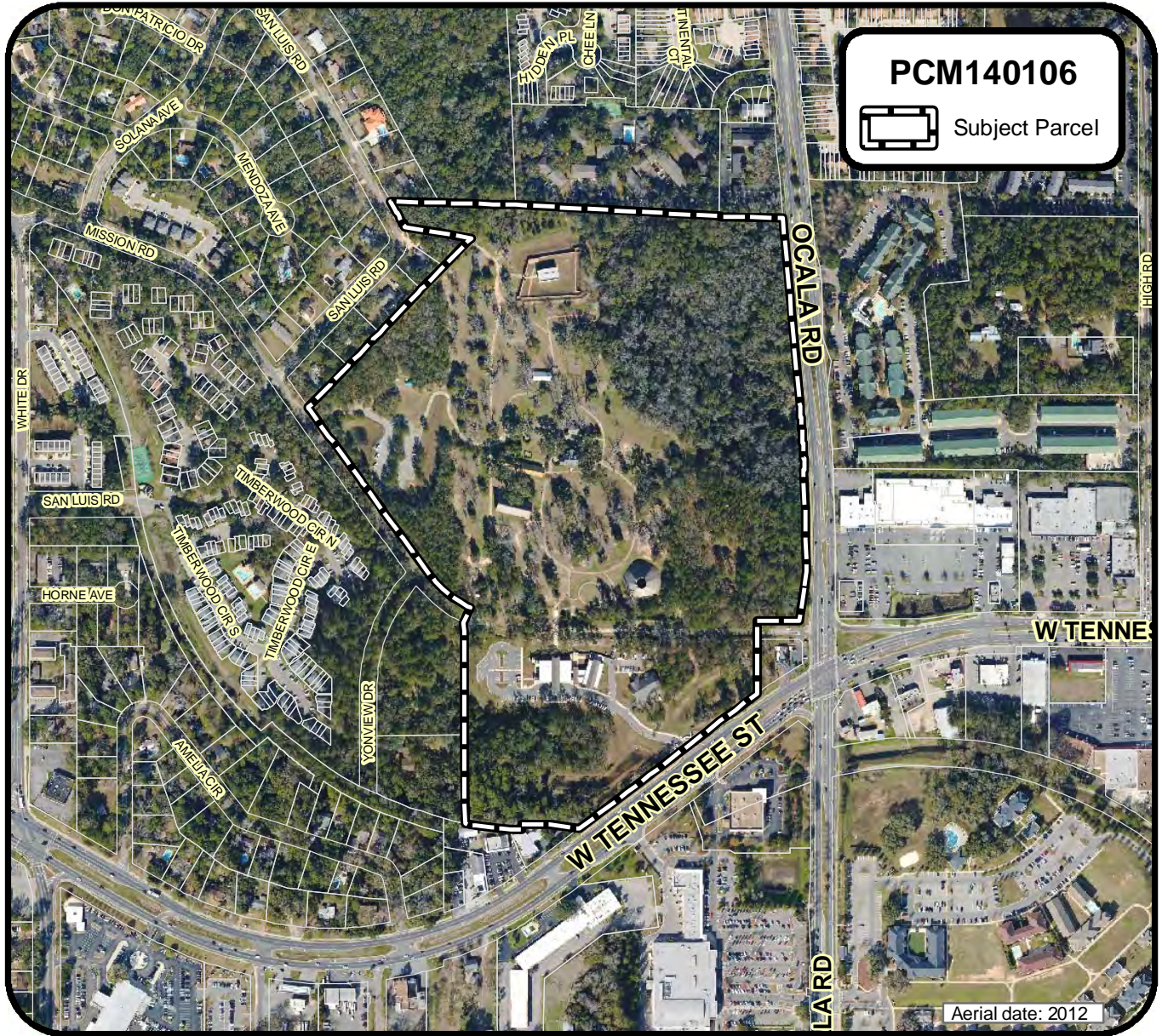
4. Schools: The subject site is in the Sullivan, Cobb, and Leon school attendance zones. School concurrency calculations will be conducted in the future is a new site plan for proposed development is submitted.

F. CONCLUSION:

Based on the above data and analysis, Planning Department staff concludes the following:

1. The existing Government Operational designation is not appropriate for the privately owned property.
2. Approval of this amendment is not expected to have adverse effects on public facilities.
3. The Historic Preservation Overlay will be maintained over the property.
4. The requested change to Neighborhood Boundary is consistent with current development near the Miccosukee and North Meridian Street intersection. Residential and office uses are located within the vicinity of the subject property.

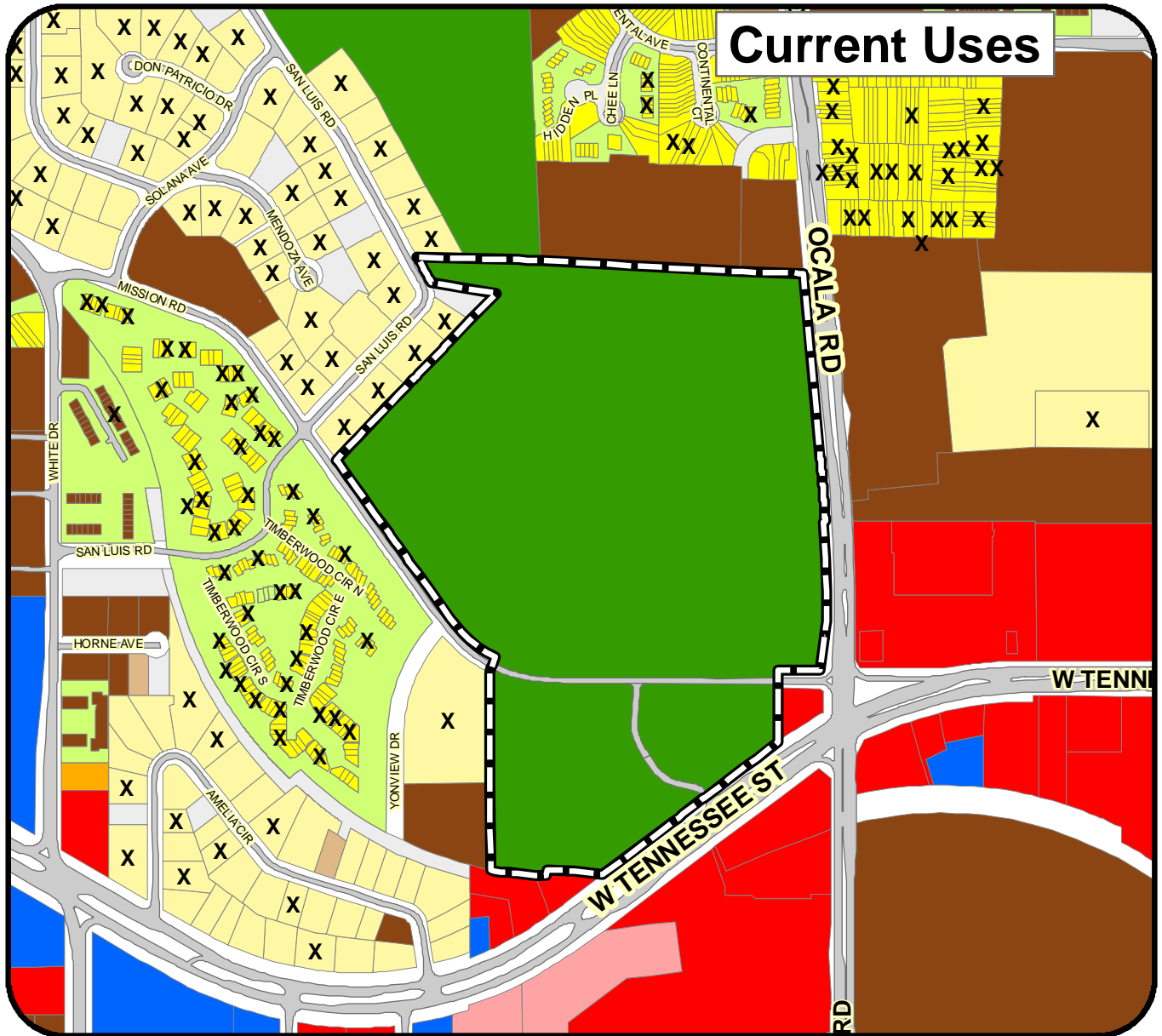
Based on this analysis and its conclusions, Planning Department staff recommends approval of this amendment.



**Ocala and Mission Rd.
PCM140106
Mission San Luis
Tallahassee/Leon County
Planning Department**

**SITE TAX ID:
21-27-20-434-000-0
(RP-1 Portion Only)
ACRES: 63.35 ±**





Legend



Subject Parcel

X Homestead Exemption Parcels

Current Uses (Oct. 2013)

- | | |
|------------------------------------|-----------------------------|
| Single Family Detached/Mobile Home | Retail |
| Single Family Attached | Office |
| Two-Family Dwelling | Warehouse |
| Multi-Family | Open Space Common Areas |
| Motel/Hospital/Clinic | Open Space Recreation/Parks |
| | Vacant |

**Ocala and Mission Rd.
PCM140106**

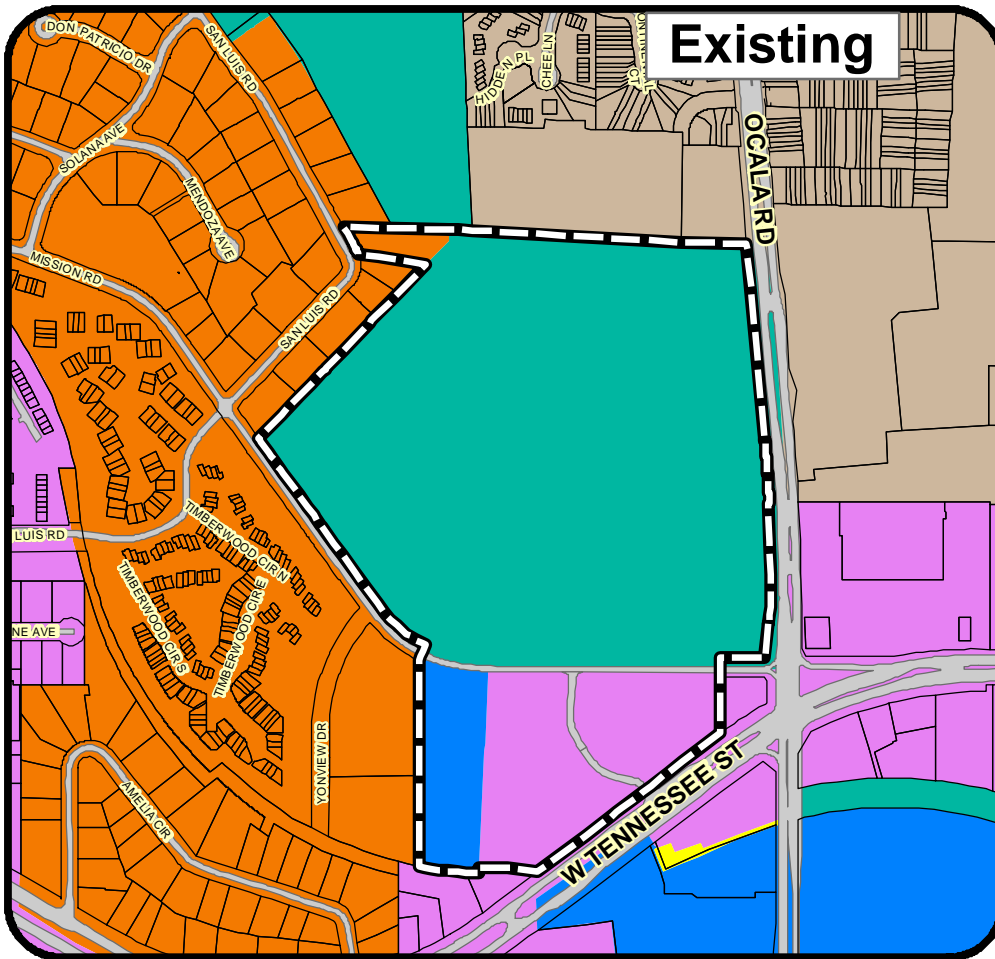
**Mission San Luis
Tallahassee/Leon County
Planning Department**

**SITE TAX ID:
21-27-20-434-000-0
(RP-1 Portion Only)**

ACRES: 63.35 ±



Existing



Future Land Use

Legend

-  Governmental Operation
-  Open Space
-  Residential Preservation
-  University Transition
-  Suburban
-  Urban Residential 2



Subject Parcel

**Ocala and Mission Rd.
PCM140106**

Mission San Luis

**Tallahassee/Leon County
Planning Department**

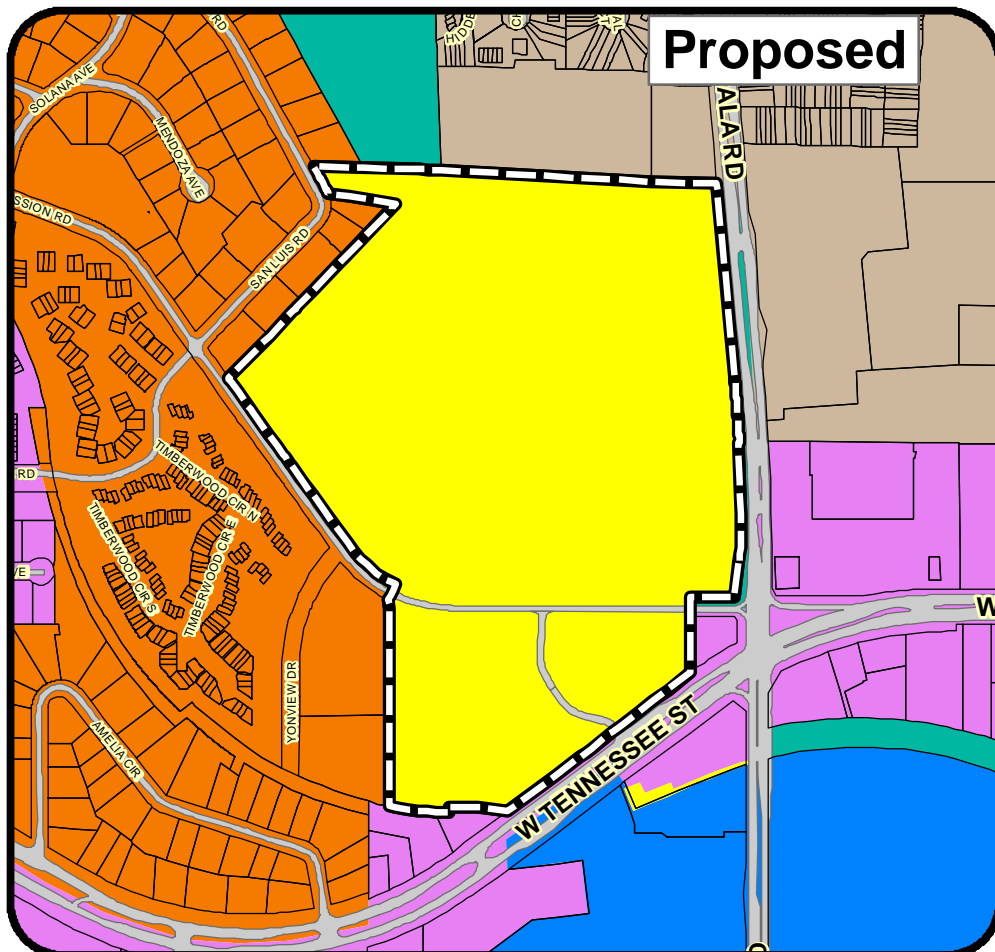
Existing

**Residential Preservation
Recreation/Open Space
Suburban and University
Transition**

Proposed

**Government
Operational**

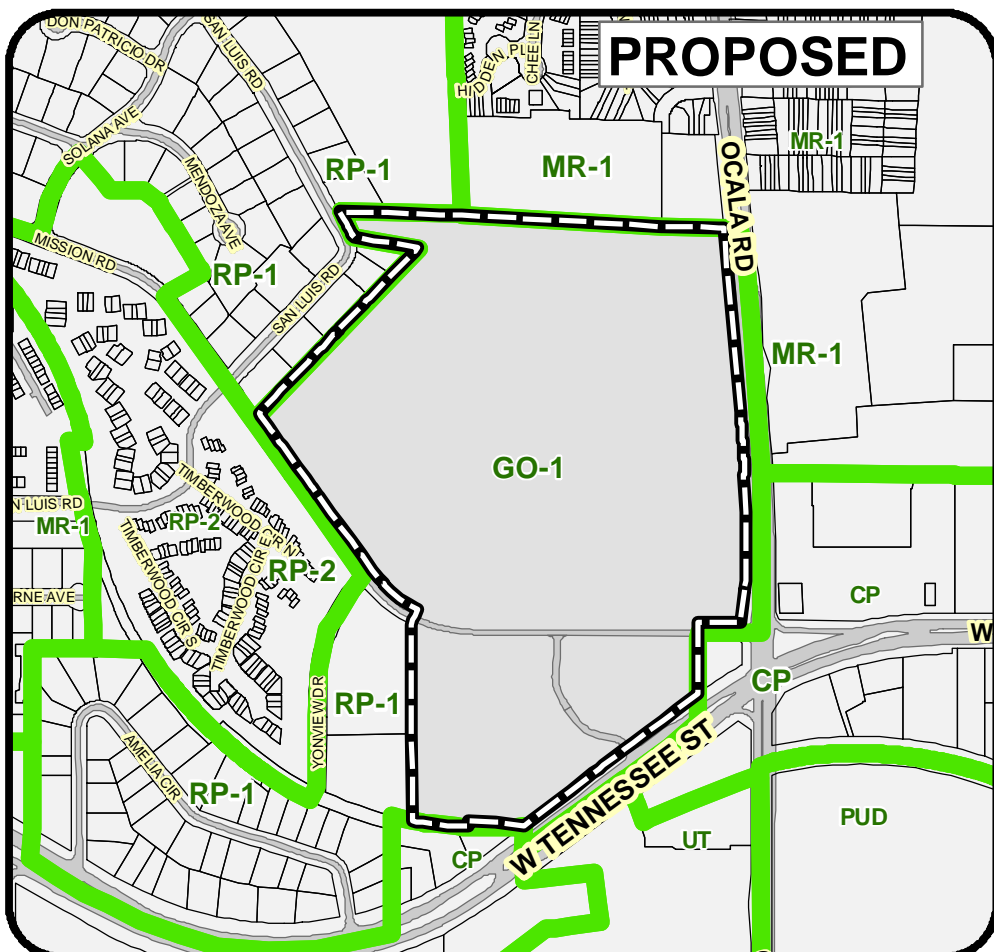
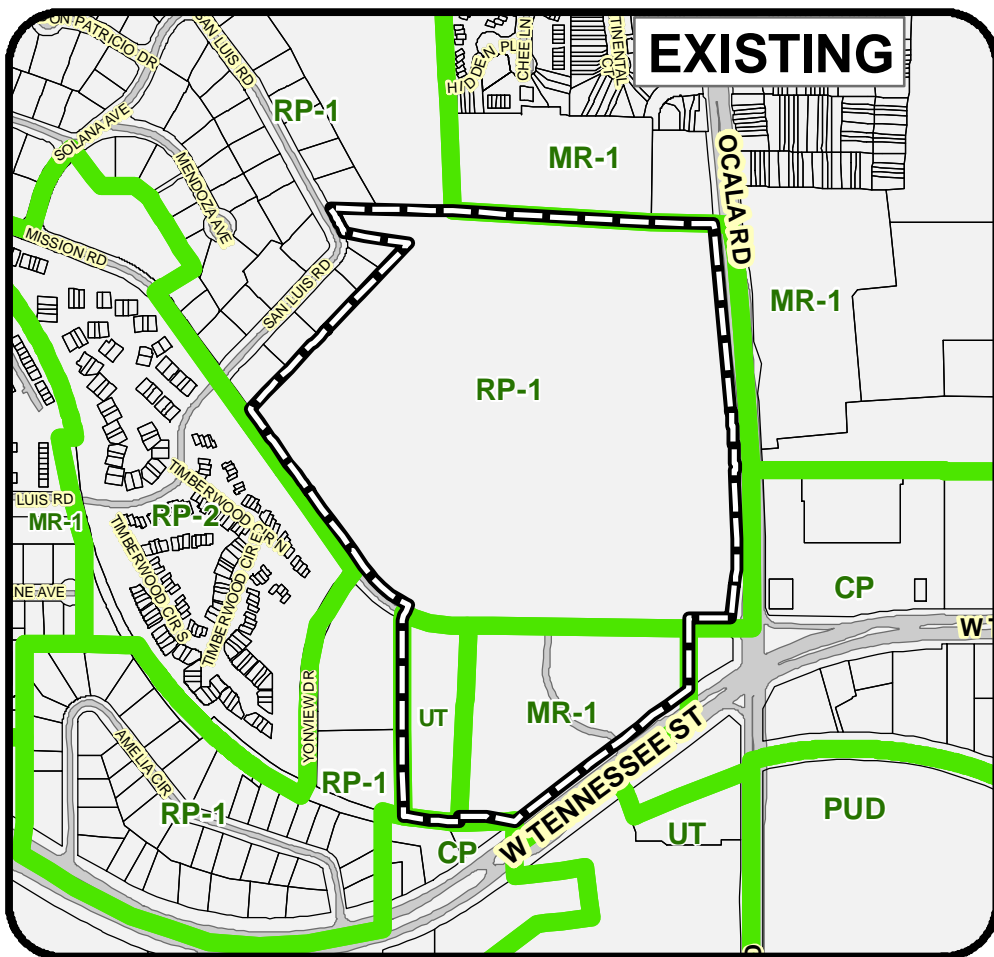
Proposed



**SITE TAX ID:
21-27-20-434-000-0
(RP-1 Portion Only)**




ACRES: 63.35 ±





ZONING

Legend

-  Subject Parcel
-  zoning
-  Historic Preservation Overlay

**Ocala and Mission Rd.
PCM140106**
Mission San Luis
Tallahassee/Leon County
Planning Department

Existing

**Residential Preservation-1,
University Transition
and
Medium Residential-1**

Proposed

**Government Operational-1
with
Historic Preservation
Overlay**



**SITE TAX ID:
21-27-20-434-000-0
(RP-1 Portion Only)**

ACRES: 63.35 ±



MAP AMENDMENT #: PCM140106

APPLICANT: Tallahassee-Leon County Planning Department

TAX I.D. # s: 21-27-20-434-000-0 (\pm 63.35 acres)

CITY X **COUNTY**

CURRENT DESIGNATION (S): Residential Preservation, Open Space / Recreation, Suburban, University Transition

REQUESTED DESIGNATION: Government Operational (GO)

DATE: January 8, 2014

PRELIMINARY STAFF RECOMMENDATION: Approve Amendment PCM140106

A. SUMMARY:

This is a request to change the Future Land Use Map for Mission San Luis from Residential Preservation, Recreation and Open Space, Suburban and University Transition to Government Operational. The property is \pm 63.35 acres and is owned by the state of Florida. The subject site is located north of West Tennessee Street and west of Ocala Road. The Florida Division of Historical Resources supports this amendment.

B. REASONS FOR RECOMMENDATION FOR APPROVAL:

1. The Government Operational category more accurately reflects the current use of the Mission San Luis site as a government owned history museum.
2. The Government Operational category and Government Operational-1 zoning district provides the appropriate development standards and permissible uses for the museum site.

C. APPLICANT'S REASON FOR THE AMENDMENT:

The Tallahassee-Leon County Planning Department initiated the amendment after State staff informed the Planning Department of the parcels' current Residential Preservation-1, University Transition, and Medium Residential-1 zoning, which are inconsistent with the current use of the site.

D. STAFF ANALYSIS:

Current Future Land Use Map Designations & Zoning Districts

The subject parcel (\pm 63.35 acres) currently has four Future Land Use Map categories: Residential Preservation, Open Space / Recreation, Suburban, and University Transition.

The area also has three zoning designations: Residential Preservation-1, University Transition and Medium Residential-1.

Residential Preservation Future Land Use

The primary function of Residential Preservation is to protect existing stable and viable residential areas from incompatible land use intensities and density intrusions. Future development primarily will consist of infill due to the built out nature of the areas. Commercial, including office as well as any industrial land uses, are prohibited.

Open Space / Recreation Future Land Use

The Recreation/Open Space category is intended to contain government owned lands which have active or passive recreational facilities, historic sites, forests, cemeteries, or wildlife management areas. Permitted uses include passive recreation and silviculture. Active recreation facilities are included if the site is within the USA or a rural community.

Suburban Future Land Use

The intent of the Suburban Land Use category is to create an environment for economic investment or reinvestment through the mutually advantageous placement of employment and shopping opportunities with convenient access to low to medium density residential land uses. Employment opportunities should be located near residential areas, if possible within walking distance.

University Transition Future Land Use

The University Transition land use category may only be applied to lands located generally within the rectangle created by the Florida State University main campus and Florida A & M University, Tallahassee Community College / Lively Technical Institute campuses and Innovation Park. The category is intended to be a compact land use category that provides higher density residential opportunities near the campuses, serving both to provide opportunities for student housing near the universities and to protect existing residential neighborhoods located away from the campuses from student housing encroachment.

Residential Preservation-1 Zoning District

The Residential Preservation zoning district is characterized by existing homogeneous residential areas within the community which are predominantly accessible by local streets. The primary function is to protect existing stable and viable residential areas from incompatible land uses and density intrusions. Commercial, retail, office and industrial activities are prohibited.

University Transition Zoning District

The University Transition zoning district is intended to be a compact land use category that provides higher density residential opportunities and student oriented services near the campuses; protect existing residential neighborhoods located away from the campuses from student housing encroachment; and transition industrial and lower density residential uses to vibrant urban areas.

Medium Residential-1 Zoning District

The Medium Residential-1 district is intended to achieve densities consistent with urban development, use of public transit, and efficient use of public infrastructure. Off-street parking facilities in the MR-1 district shall be located and designed to promote convenient access to pedestrian and mass transit facilities.

Proposed Future Land Use Map Designations & Zoning Districts

Government Operational Future Land Use

The Government Operational future land use category (Policy 2.2.16 in the Land Use Element) allows Community Services, Light Infrastructure, Heavy Infrastructure, and Post-Secondary schools, that provide for the operation of and provision of services on property owned or operated by local, state and federal government. The government facilities may include services and uses provided by private entities operating on property owned by the local, state, or federal government. These facilities include, but are not limited to:

- | | |
|--------------------------------|----------------------------------|
| Airports* | Offices |
| Correctional Facilities | Outdoor Storage Facilities |
| Courts | Police/Fire Stations |
| Electric Generating Facilities | Sanitary Sewer Percolation Ponds |
| Electric Sub-Stations | Sanitary Sewer Pump Stations |
| Health Clinics | Sanitary Sewer Sprayfields |
| Libraries | Vehicle Maintenance Facilities |
| Incinerators | Waste to Energy |
| Materials Recovery Facilities | Water Tanks |
| Museums | Water Treatment Plants |
| Postal Facilities | Water Wells |

*Includes services and uses provided by private entities that are commonly located at commercial service airports.

Government Operational-1 Zoning District

The Government Operational-1 district is intended to be located in areas designated as Government Operational on the Future Land Use Map. The primary function of this district is to provide for the operation of and provision of services by local, state and federal government. The provisions of this district are intended to allow facilities that are defined within the Land Development Code as Community Services, Light Infrastructure and Post- Secondary uses. Principal uses within this zoning district include:

- | | |
|--------------------|------------------------------|
| Courts | Police/ Fire Stations |
| Government Offices | Sanitary Sewer Pump Stations |
| Postal Facilities | Health Clinics |
| Water Wells | Electric Sub Stations |
| Water Tanks | Libraries |
| Museums | |

Reasons for Changing Future Land Use Map Designations & Zoning Districts

The current Future Land Use Map category and zoning district designations do not reflect the current use of the property. The Government Operational Future Land Use category and Government Operational zoning district were recommended due to the archaeological infrastructure and operation of a public museum on the site.

E. ENVIRONMENTAL FEATURES & IMPACT ON INFRASTRUCTURE:

1. Environmental Features:

The subject property is within the Lake Munson drainage basin. County environmentally sensitive maps currently scattered severe and significant grades located around the perimeter of the subject parcel, particularly within the undeveloped northeastern area, and an approximately four-acre wetland area in the northeast corner of the parcel. An onsite Natural Features Inventory may reveal the presence of other unknown environmental features.

2. Water/Sewer: City water and sewer service are presently available for the subject parcel.

3. Other:

Roads: U.S. Highway 90 (West Tennessee Street) is a principal arterial and its Level of Service (LOS) is "D." Ocala Road is a major collector and its LOS is "D \ E."

Bicycle/Pedestrian Facilities Availability: There are sidewalks available along the roads mentioned above.

Mass Transit Availability: The subject property and surrounding area are serviced by Star Metro's Azalea Route.

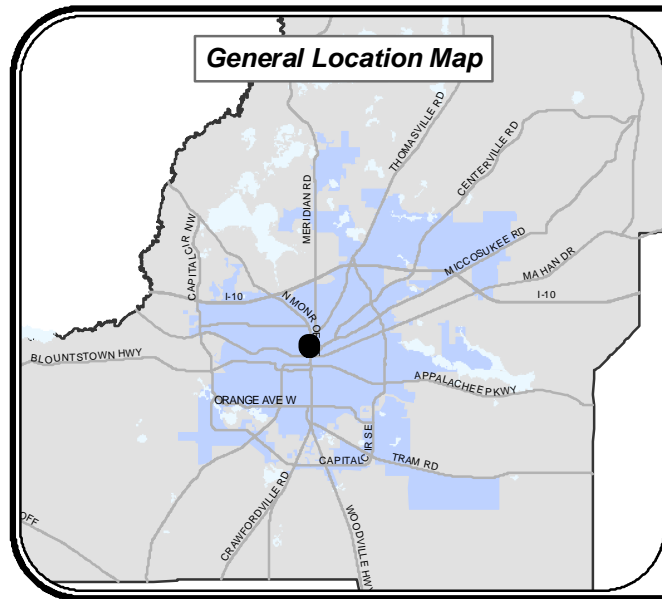
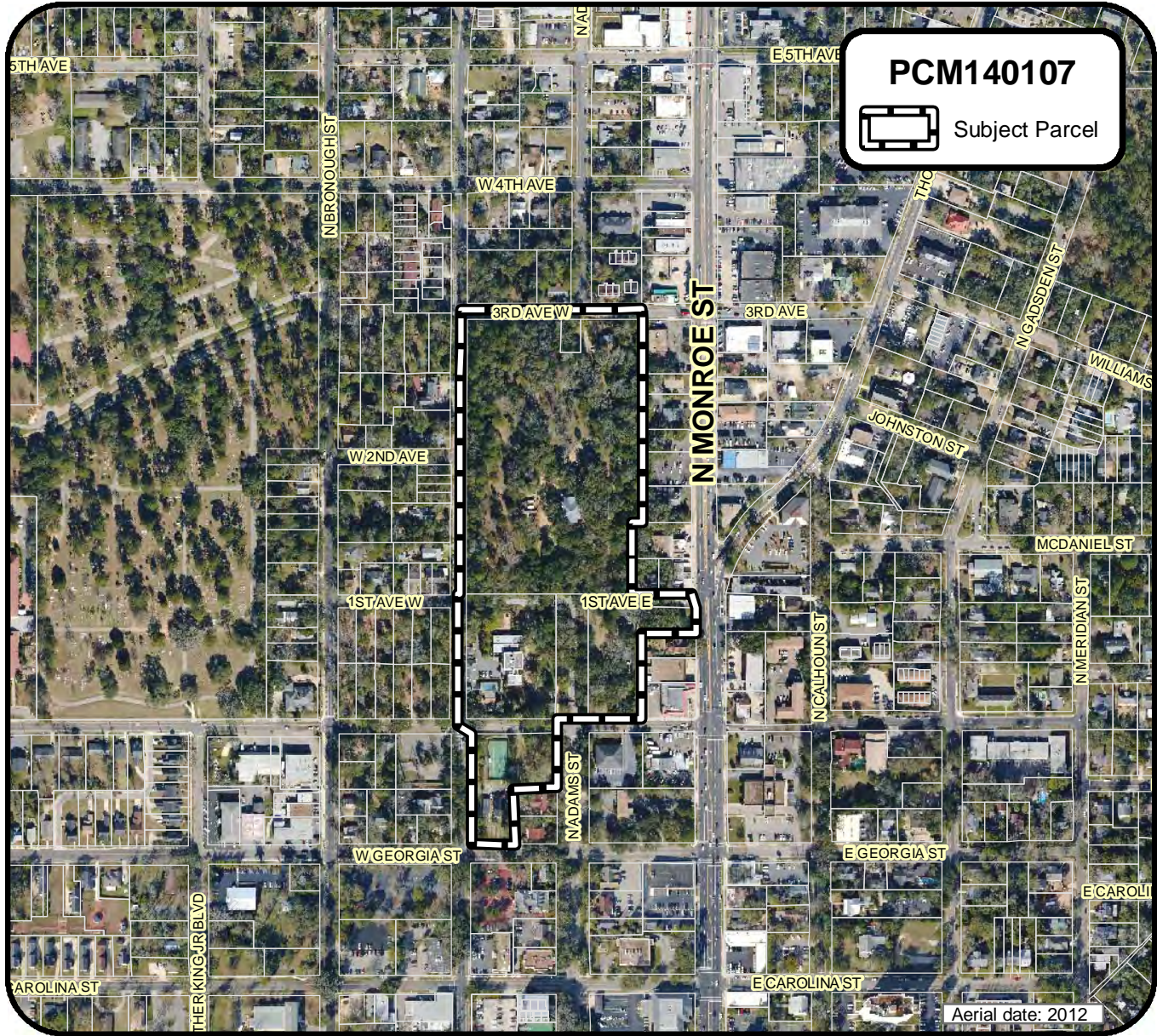
4. Schools: Non-residential, no impact to schools.

F. CONCLUSION:

Based on the above data and analysis, Planning Department staff concludes the following:

1. The Government Operational category more accurately reflects the current use of the Mission San Luis site as a government owned history museum.
2. The Government Operational category and Government Operational-1 zoning district provides the appropriate development standards and permissible uses for the museum site.

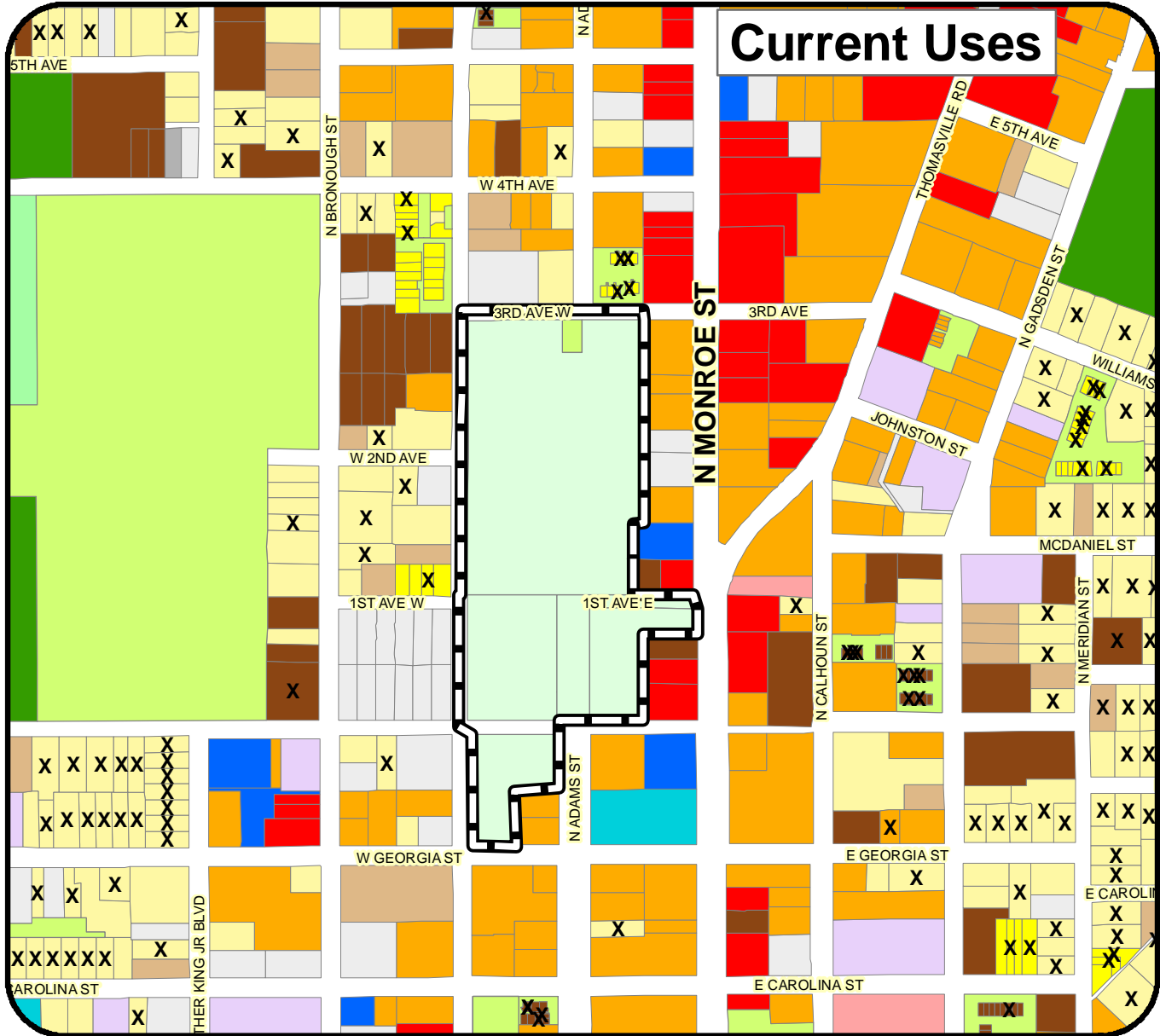
Based on this analysis and its conclusions, Planning Department staff recommends approval of this amendment.



Duval & Brevard St.
PCM140107
 Governor's Mansion, The Grove
 Tallahassee/Leon County
 Planning Department

SITE TAX ID:
 21-25-20-419-000-0
 21-25-20-419-000-1
 21-25-45-000-002-0
 21-25-45-000-003-0
 21-36-40-173-386-5
 21-25-20-488-000-0
ACRES: 16.88 ±





Legend



Subject Parcel

X

Homestead Exemption Parcels

Current Uses (Oct. 2013)

- | | |
|------------------------------------|---|
| Single Family Detached/Mobile Home | Government Operation |
| Single Family Attached | School |
| Two-Family Dwelling | Open Space Undesignated |
| Multi-Family | Open Space Common Areas |
| Motel/Hospital/Clinic | Open Space Recreation/Parks |
| Retail | Religious/Non-profit |
| Office | Transportation/Communications/Utilities |
| Warehouse | Vacant |

Duval & Brevard St. PCM140107

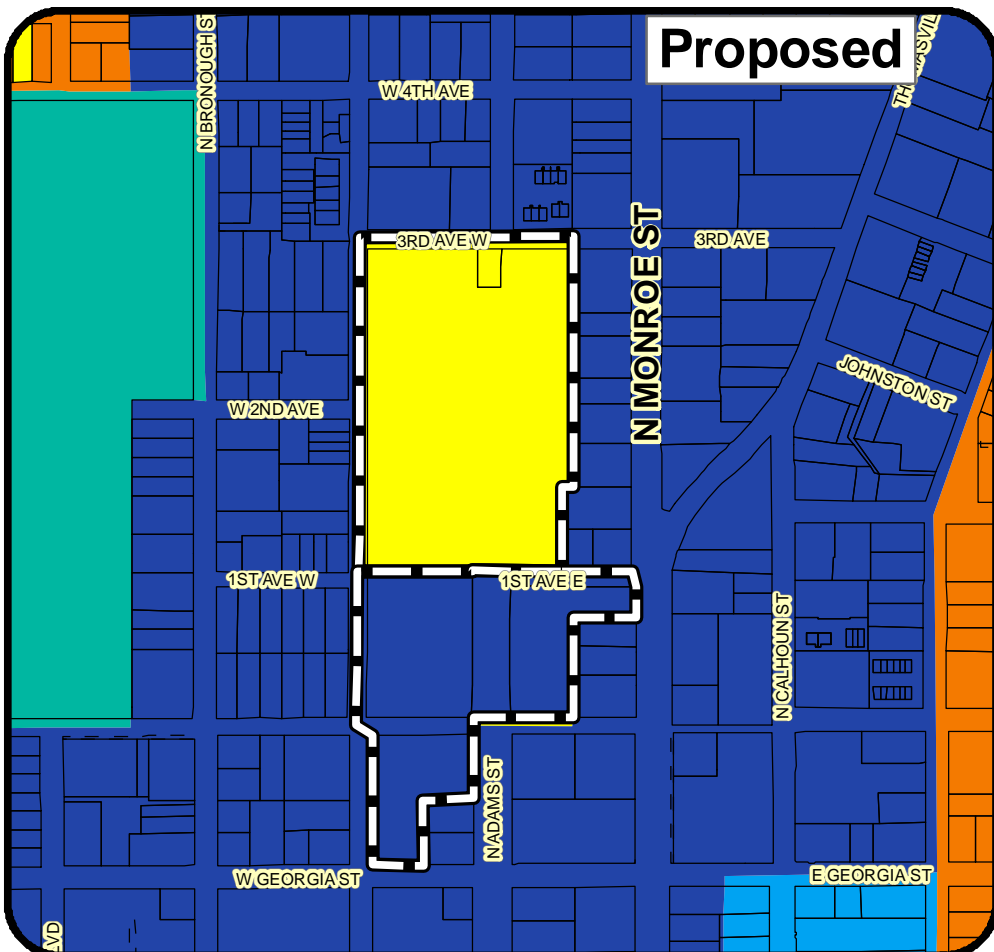
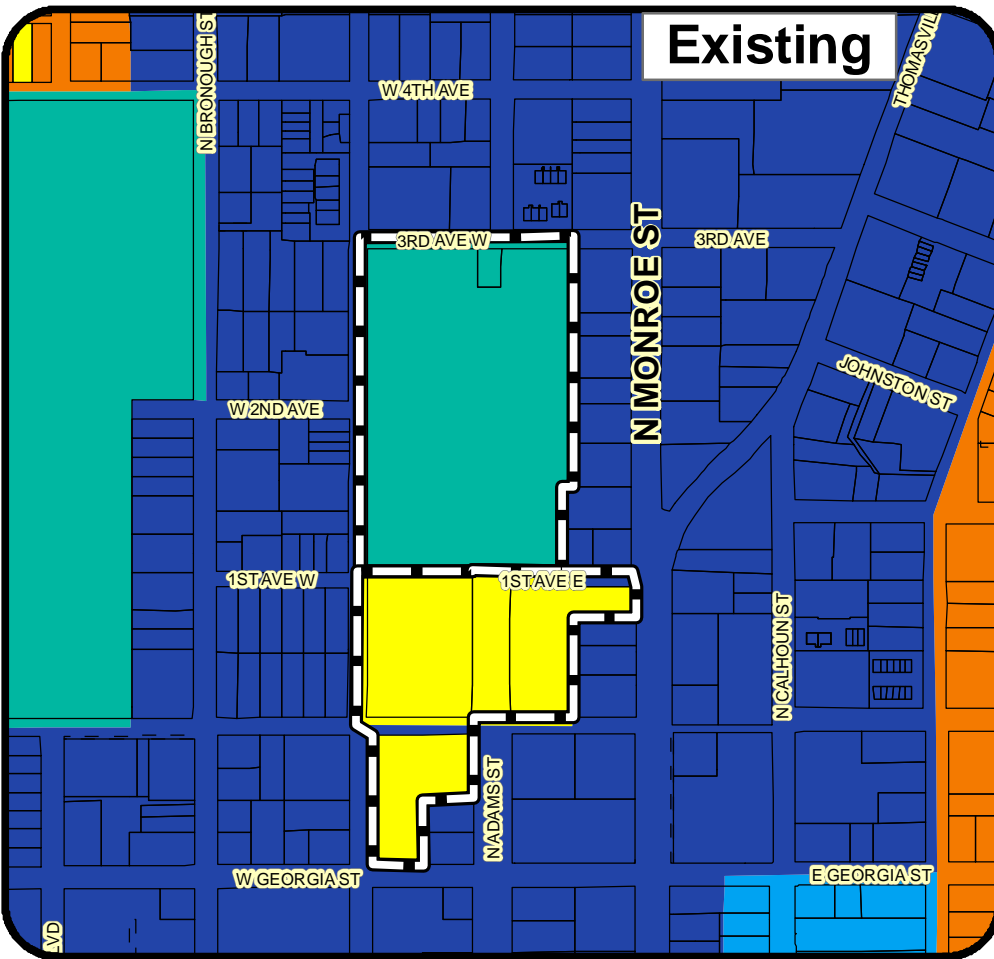
Governor's Mansion, The Grove
Tallahassee/Leon County
Planning Department

SITE TAX ID:

21-25-20-419-000-0
21-25-20-419-000-1
21-25-45-000-002-0
21-25-45-000-003-0
21-36-40-173-386-5
21-25-20-488-000-0






ACRES: 16.88 ±





Future Land Use

Legend

-  Central Urban
-  Central Core
-  Governmental Operation
-  Open Space
-  Residential Preservation



Subject Parcel

**Duval & Brevard St.
PCM140107**

Governor's Mansion,
The Grove

Tallahassee/Leon County
Planning Department

Existing
Open Space,
Central Urban
and
Government Operational

Proposed
Central Urban
and
Government Operational

SITE TAX ID:

21-25-20-419-000-0

21-25-20-419-000-1

21-25-45-000-002-0

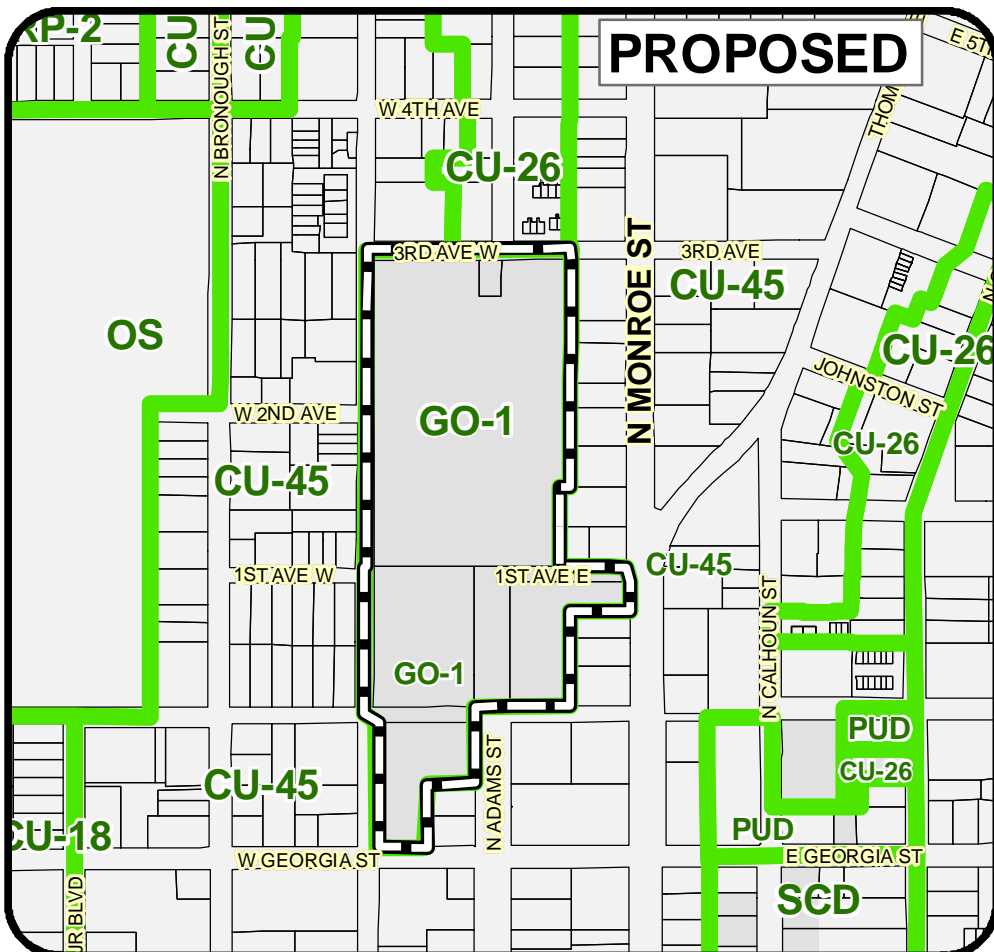
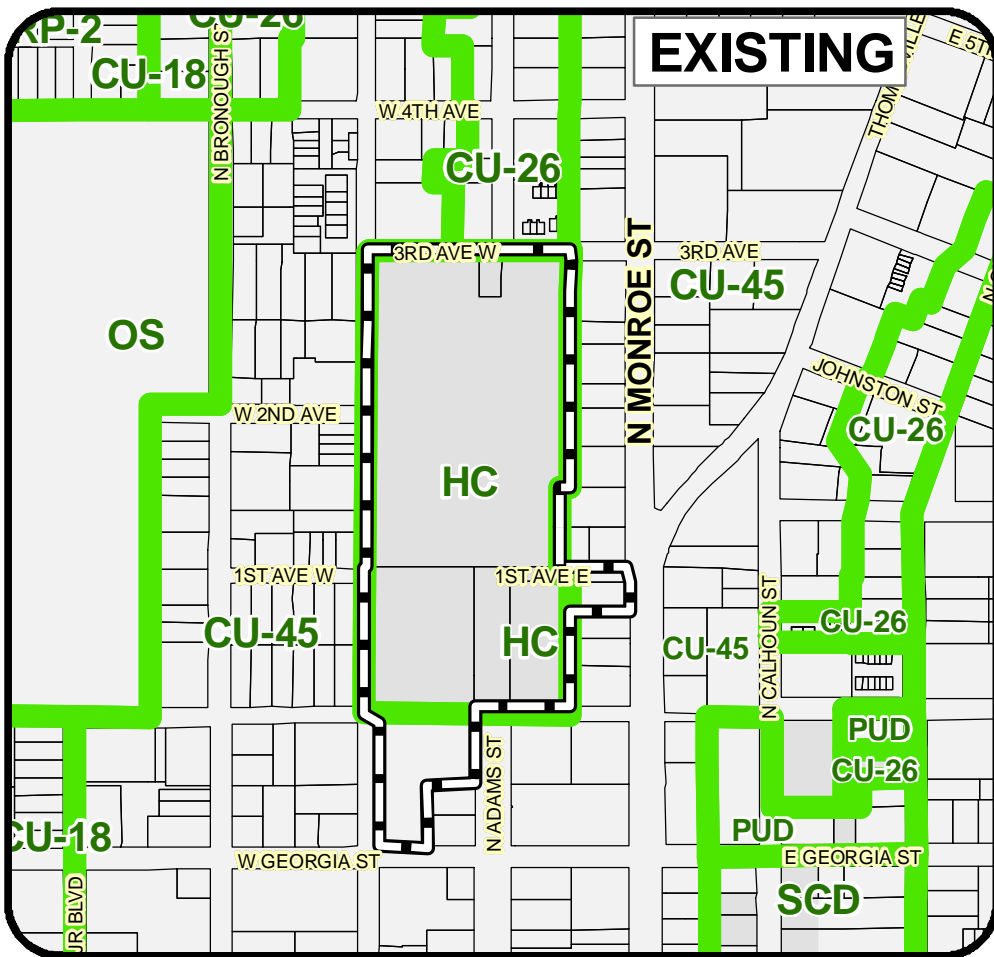
21-25-45-000-003-0

21-36-40-173-386-5

21-25-20-488-000-0




ACRES: 16.88 ±





ZONING

Legend

-  Subject Parcel
-  zoning
-  Historic Preservation Overlay

**Duval & Brevard St.
PCM140107**

Governor's Mansion,
The Grove

Tallahassee/Leon County
Planning Department

Existing

(Historic Conservation,
Central Urban-45
and
Government Operational-1)
with
Historic Preservation Overlay

Proposed

Government Operational-1
with
Historic Preservation Overlay

SITE TAX ID:

- 21-25-20-419-000-0
- 21-25-20-419-000-1
- 21-25-45-000-002-0
- 21-25-45-000-003-0
- 21-36-40-173-386-5
- 21-25-20-488-000-0

ACRES: 16.88 ±



MAP AMENDMENT #: PCM140107

APPLICANT: Tallahassee-Leon County Planning Department

TAX I.D. # s: **The Grove:** 21-25-20-488-000-0; 21-25-20-419-000-0; **Governor's Mansion:** [21-25-45-000-003-0](#); 21-25-20-419-000-1; 21-25-45-000-002-0 (~~± 12.95 acres~~); [21-36-40-173-386-5](#) (± 16.88 acres).

CITY X **COUNTY**

CURRENT DESIGNATION (S): The Grove: Recreation / Open Space; Governor's Mansion: Government Operational & Central Urban

REQUESTED DESIGNATION: The Grove: Government Operational; Governor's Mansion: Central Urban

DATE: March 13, 2014 ~~January 8, 2014~~

PRELIMINARY STAFF RECOMMENDATION: Approve Amendment PCM140107

A. SUMMARY:

~~The Florida Department of Environmental Protection, Department of Management Services, and the Governor's Mansion Commission requested that Planning Department staff issue an updated recommendation for the subject properties. This is a request to change the Future Land Use Map designation for the Grove from "Recreation and Open Space" to "Government Operational" totaling 10.19 acres; this amendment also requests to change the Future Land Use Map designations for the Governor's Mansion from "Government Operational" and "Central Urban" to only "Central Urban" on four parcels totaling 6.69 acres. The total acreage for the properties is ± 16.88 acres. The properties are bordered by North Duval Street to the west, North Monroe to the east, West 3rd Avenue to the North, and West Georgia Street to the south. The properties are owned by the state of Florida. The Florida Department of State, Florida Department of Management Services, Florida Department of Environmental Protection and the Governor's Mansion Commission support the proposed amendment.~~

The Florida Department of Environmental Protection, Department of Management Services, and the Governor's Mansion Commission requested that proposed map amendment be modified to include the Governor's Mansion Greenhouse property and to designate all properties associated with the Mansion as "Central Urban." These properties were previously proposed for "Government Operational." However, as the surrounding private lands are designated as Central Urban and the Mansion does not have a need for the types of infrastructure allowed in the Government Operational category, the Planning Department is supporting the requested modification. The Grove would remain "Government Operational" in order to accurately reflect a restriction in the warranty deed limiting the use to a museum of Florida history.

This modified request is to change the Future Land Use Map designation for the Grove from "Recreation and Open Space" to "Government Operational" totaling 10.19 acres; to change the Future Land Use Map designations for the Governor's Mansion properties from "Government Operational" and "Central Urban" to only "Central Urban" on the four parcels totaling 6.69 acres. The total acreage for the properties in this amendment is ± 16.88 acres. The properties are bordered by North Duval Street to the west, North Monroe to the east, West 3rd Avenue to the North, and West Georgia Street to the south. The properties are owned by the state of Florida.

B. REASONS FOR RECOMMENDATION FOR APPROVAL:

1. The Central Urban ~~Government Operational~~ category more accurately reflects the current and planned uses of the Governor's Mansion and the Grove.
2. The proposed amendment and accompanying rezoning eliminate areas designated with the now obsolete "Historic Conservation" zoning district.
3. The Historic Preservation Overlay will be maintained over the properties, with the exception of the Governor's Mansion Greenhouse property.

C. APPLICANT'S REASON FOR THE AMENDMENT:

The Tallahassee-Leon County Planning Department was made aware of various properties that are still in the Historic Conservation and Historic Preservation zoning districts. After the adoption of the new Historic Preservation Overlay in February 1993, these zoning districts became obsolete. In order to provide an appropriate zoning district, an appropriate Future Land Use Map designation must also be provided.

D. STAFF ANALYSIS:

Current Future Land Use Map Designations & Zoning Districts

The Grove

The Grove is composed of two parcels totaling at 10.19 acres. Currently, the parcels have a Recreation/Open Space Future Land Use Map designation and Historical Conservation (HC) zoning district which is now defunct. This property is inside the Urban Service Area.

Recreation/Open Space Future Land Use

The Recreation/Open Space category contains government owned lands which have active or passive recreational facilities, historic sites, forests, cemeteries, or wildlife management areas. Permitted uses include passive recreation and silviculture. Active recreation facilities are included if the site is within the USA or a rural community.

Historic Conservation Zoning District

This zoning district is now defunct. As a result, there are no development standards or permissible uses associated with the zoning district.

The Governor’s Mansion

~~The subject parcels currently have two Future Land Use Map designations: Central Urban and Government Operational. Only the portion of the property in Central Urban is proposed for change. The property is located inside the Urban Service Area.~~

The subject parcels currently have two Future Land Use Map designations: Central Urban and Government Operational. The property consists of ± 6.69 acres is located inside the Urban Service Area.

Central Urban Land Use

~~The Central Urban category is intended to provide a variety of residential types (up to 45 du/ac), office and commercial activities. Infill and potential redevelopment and/or rehabilitation activity should be encouraged. Actual siting of land uses within the category is dependent on implementing zoning districts.~~

Government Operational Land Use

The Government Operational future land use category (Policy 2.2.16 in the Land Use Element) allows Community Services, Light Infrastructure, Heavy Infrastructure, and Post-Secondary schools, that provide for the operation of and provision of services on property owned or operated by local, state and federal government. The government facilities may include services and uses provided by private entities operating on property owned by the local, state, or federal government. These facilities include, but are not limited to:

<u>Airports*</u>	<u>Offices</u>
<u>Correctional Facilities</u>	<u>Outdoor Storage Facilities</u>
<u>Courts</u>	<u>Police/Fire Stations</u>
<u>Electric Generating Facilities</u>	<u>Sanitary Sewer Percolation Ponds</u>
<u>Electric Sub-Stations</u>	<u>Sanitary Sewer Pump Stations</u>
<u>Health Clinics</u>	<u>Sanitary Sewer Sprayfields</u>
<u>Libraries</u>	<u>Vehicle Maintenance Facilities</u>
<u>Incinerators</u>	<u>Waste to Energy</u>
<u>Materials Recovery Facilities</u>	<u>Water Tanks</u>
<u>Museums</u>	<u>Water Treatment Plants</u>
<u>Postal Facilities</u>	<u>Water Wells</u>

*Includes services and uses provided by private entities that are commonly located at commercial service airports.

Proposed Future Land Use Map Designations & Zoning Districts

~~The Government Operational future land use category (Policy 2.2.16 in the Land Use Element) allows Community Services, Light Infrastructure, Heavy Infrastructure, and Post-Secondary schools, that provide for the operation of and provision of services on property owned or operated by local, state and federal government. The government facilities may include services and uses provided by private entities operating on property owned by the local, state, or federal government. These facilities include, but are not limited to:~~

- ~~Airports*~~
- ~~Correctional Facilities~~
- ~~Courts~~
- ~~Electric Generating Facilities~~
- ~~Electric Sub Stations~~
- ~~Health Clinics~~
- ~~Libraries~~
- ~~Incinerators~~
- ~~Materials Recovery Facilities~~
- ~~Museums~~
- ~~Postal Facilities~~
- ~~Offices~~
- ~~Outdoor Storage Facilities~~
- ~~Police/Fire Stations~~
- ~~Sanitary Sewer Percolation Ponds~~
- ~~Sanitary Sewer Pump Stations~~
- ~~Sanitary Sewer Sprayfields~~
- ~~Vehicle Maintenance Facilities~~
- ~~Waste to Energy~~
- ~~Water Tanks~~
- ~~Water Treatment Plants~~
- ~~Water Wells~~

~~*Includes services and uses provided by private entities that are commonly located at commercial service airports.~~

Central Urban Land Use

The Central Urban Land Use category is characterized by older developed portions of the community that are primarily located adjacent to or in close proximity to the urban core and major universities (Policy 2.2.8 in the Land Use Element). The category is intended to provide a variety of residential types (up to 45 du/ac), employment (includes light manufacturing), office and commercial activities. Infill and potential redevelopment and/or rehabilitation activity should be encouraged. Actual siting of land uses within the category is dependent on implementing zoning districts. Roadway access standards are determined by application of land development regulations. Land use intensity is intended to be higher (up to 20,000 sq. ft. for minor commercial uses; up to 100,000 sq. ft. for neighborhood commercial uses; and up to 200,000 sq. ft. for community commercial uses) due to the presence of requisite capital infrastructure and location of employment and activity centers.

Government Operational-1 Zoning District

The Government Operational-1 (GO-1) district is intended to be located in areas designated as Government Operational on the Future Land Use Map. The primary function of this district is to provide for the operation of and provision of services by local, state and federal government. The provisions of this district are intended to allow facilities that are defined within the Land Development Code as Community Services, Light Infrastructure and Post- Secondary uses. Principal uses within this zoning district include:

- | | |
|--------------------|------------------------------|
| Courts | Police/ Fire Stations |
| Government Offices | Sanitary Sewer Pump Stations |
| Postal Facilities | Health Clinics |
| Water Wells | Electric Sub Stations |
| Water Tanks | Libraries |
| Museums | |

Reasons for Changing Future Land Use Map Designations & Zoning Districts

~~The existing Historical Conservation zoning district is now defunct and the property is intended to be utilized as a museum, not solely for recreational purposes. The Government Operational land use category is recommended because the land is owned and operated by the state of Florida. The Government Operational-1 zoning district is recommended as it allows for government offices and museums and is appropriate for the intended use of the property.~~

~~The Governor’s Mansion has multiple Future Land Use Map categories and zoning districts. Currently the property is designated as Central Urban-45 and Government Operational-1. This amendment seeks to implement the Government Operational Future Land Use Map designation and Government Operational-1 zoning district for the entire site.~~

The existing Historical Conservation zoning district for the Grove is now defunct and the property is intended to be utilized as a museum, not solely for recreational purposes. The Government Operational land use category is recommended because the land is owned and operated by the state of Florida. The Government Operational Future Land Use Map category accurately reflects a restriction in the warranty deed limiting the use to a museum of Florida history. The Government Operational-1 zoning district is recommended as it allows for government offices and museums and is appropriate for the intended use of the property.

The Governor’s Mansion currently has multiple Future Land Use Map categories and zoning districts. Currently the property is designated as Central Urban-45 and Government Operational-1. The proposed amendment seeks to provide the Governor’s Mansion parcels with a Central Urban Future Land Use map category and Government Operational-1 Zoning District.

The Governor’s Mansion operates as a museum and is owned by the state of Florida. The Government Operational-1 zoning district is recommended as it allows for government offices and museums and is appropriate for the current use of the property. The proposed Central Urban Land Use category is intended for commercial, office, and a variety of residential uses. The Florida Department of Management Services, Governor’s Mansion Commission, and the Florida Department of Environmental Protection requested the Central Urban Land Use category be considered along with expanding the amendment area to include the Governor’s Mansion Greenhouse property.

Historic Preservation Overlay

The Grove and the Governor's Mansion, [with the exception of the Governor's Mansion Greenhouse property](#), are within a Historical Preservation Overlay. According to Sec. 10-317 of the Tallahassee-Leon County Land Development Code:

“The HPOs shall be added to: properties listed in the Local Register of Historic Places, all properties zoned HC by the city, and any HPO districts in the city and county. Properties listed on the National Register of Historic Places within the downtown special character districts shall also be zoned with an HPO. The underlying zoning district and permitted uses in the HPO areas shall remain undisturbed by the creation of an HPO...”

The proposed rezoning will not disturb or alter the Historic Preservation Overlay.

E. ENVIRONMENTAL FEATURES & IMPACT ON INFRASTRUCTURE:

1. Environmental Features:

The subject properties are within the Lake Munson drainage basin. County environmentally sensitive maps currently indicate no protected or other significant environmental features onsite. A small area of severe and significant grades is located on the east end of parcels #21-25-20-419-000-1 and #21-25-45-000-002-0, [and in several locations within Parcel #21-36-40-173-386-5](#). However, these are manmade. An onsite Natural Features Inventory may reveal the presence of other unknown environmental features.

2. Water/Sewer: City water and sewer service are presently available for the subject parcels.

3. Other:

Roads: North Monroe is a principal arterial and its Level of Service (LOS) is “D.” North Duval is a minor arterial and its LOS is “D \ E.” East Brevard Street is major collector and its LOS is “D.” West 3rd is an unclassified road; the LOS for this road is “D.” [East Georgia Street is an unclassified road; the LOS for this road is “D”.](#)

Bicycle/Pedestrian Facilities Availability: There are sidewalks available along North Monroe, ~~and~~ East Brevard Street [and West Georgia Street](#).

Mass Transit Availability: The subject properties and surrounding area are serviced by Star Metro's Evergreen and Big Bend Routes.

4. Schools: Non-Residential, no impact to schools.

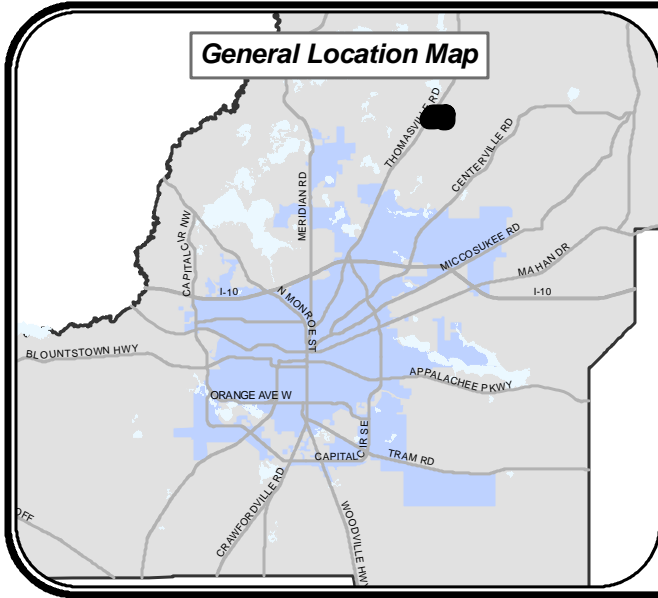
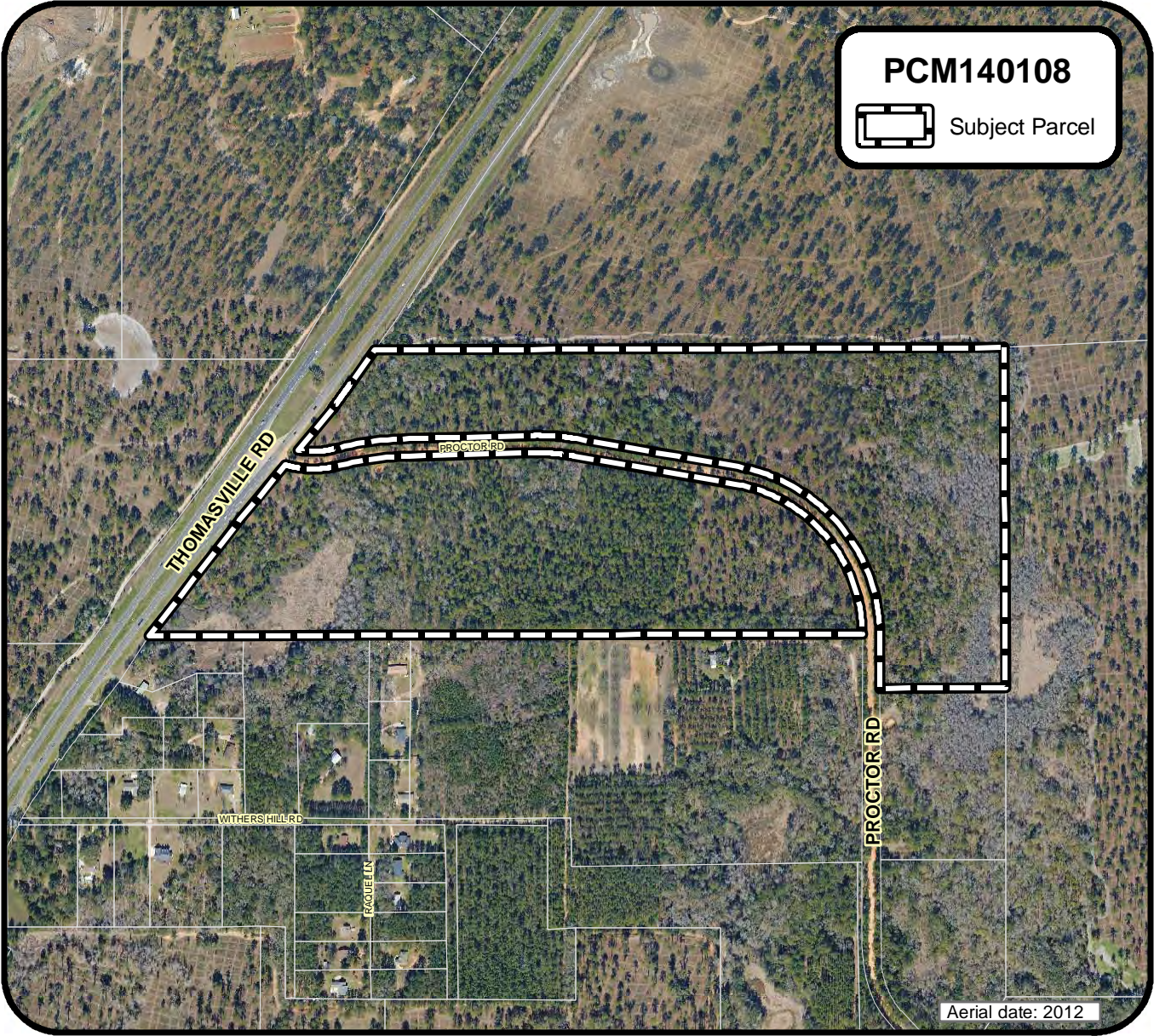
F. CONCLUSION:

Based on the above data and analysis, Planning Department staff concludes the following:

1. The [Central Urban](#) ~~Government Operational~~ category more accurately reflects the current and planned uses of the Governor's Mansion and the Grove.

2. The proposed amendment and accompanying rezoning eliminate areas designated with the now obsolete "Historic Conservation" zoning district.
3. The Historic Preservation Overlay will be maintained over the properties, with the exception of the Governor's Mansion Greenhouse property.

Based on this analysis and its conclusions, Planning Department staff recommends approval of this amendment.



**Thomasville Rd.
and Proctor Rd.
PCM140108**

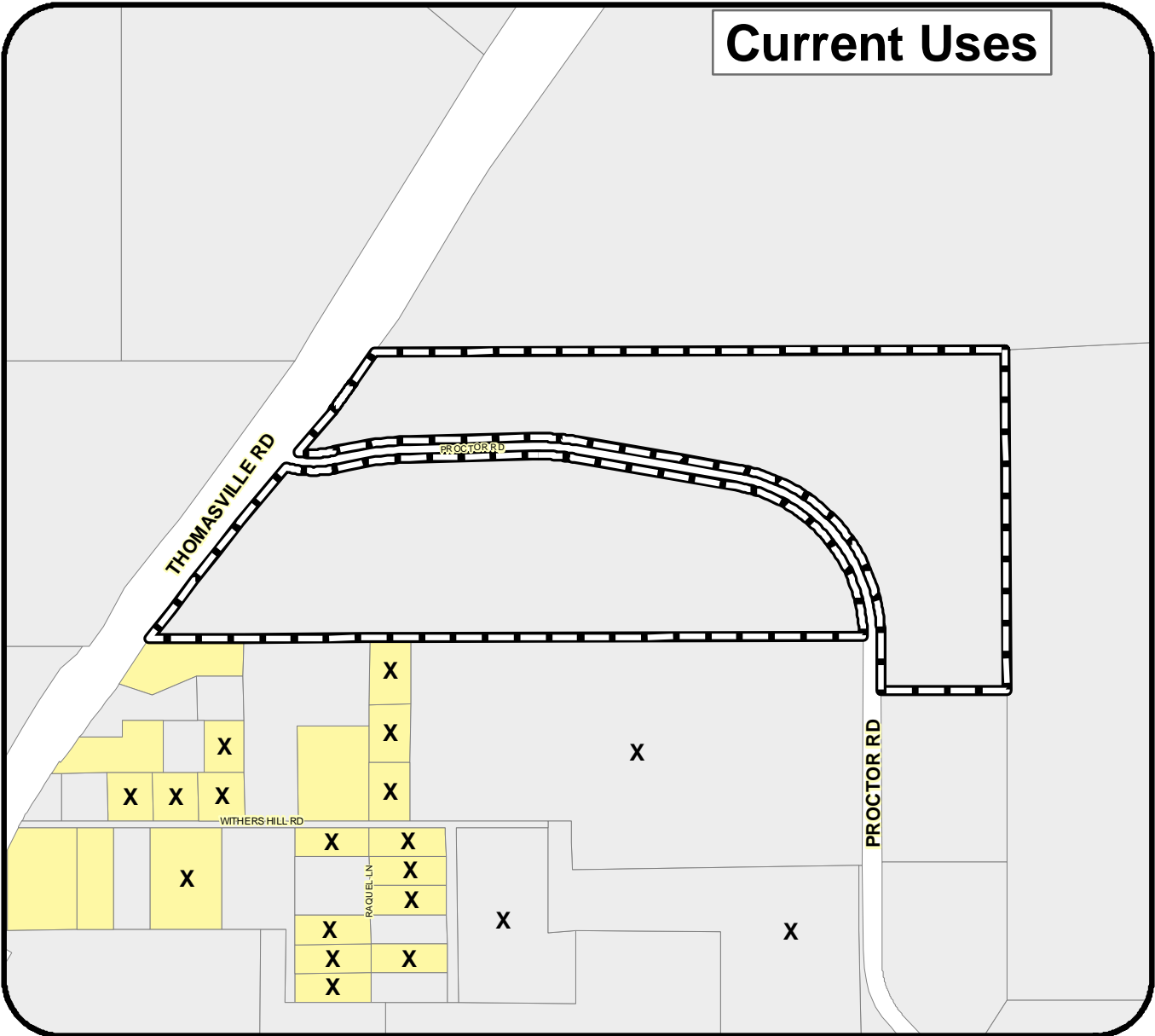
**NE Park
Tallahassee/Leon County
Planning Department**

**SITE TAX ID:
14-12-20-002-0000**

ACRES: 100.04 ±



Current Uses



Legend



Subject Parcel



Homestead Exemption Parcels

Current Uses (Oct. 2013)



Single Family Detached/Mobile Home



Vacant

**Thomasville Rd.
and Proctor Rd.
PCM140108**

NE Park

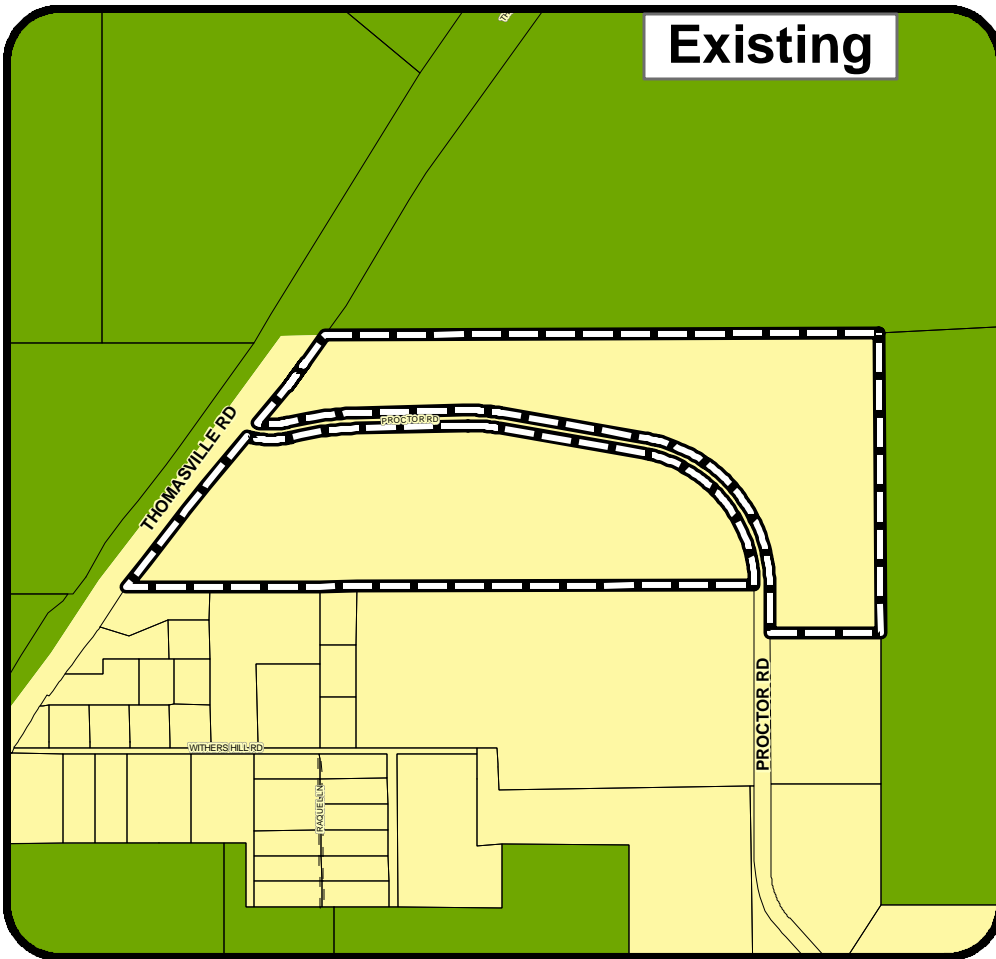
**Tallahassee/Leon County
Planning Department**

**SITE TAX ID:
14-12-20-002-0000**

ACRES: 100.04 ±







Existing



Future Land Use

Legend

-  Agriculture/Silviculture/Conservation
-  Rural
-  Government Operational
-  Subject Parcel

**Thomasville Rd.
and Proctor Rd.
PCM140108**

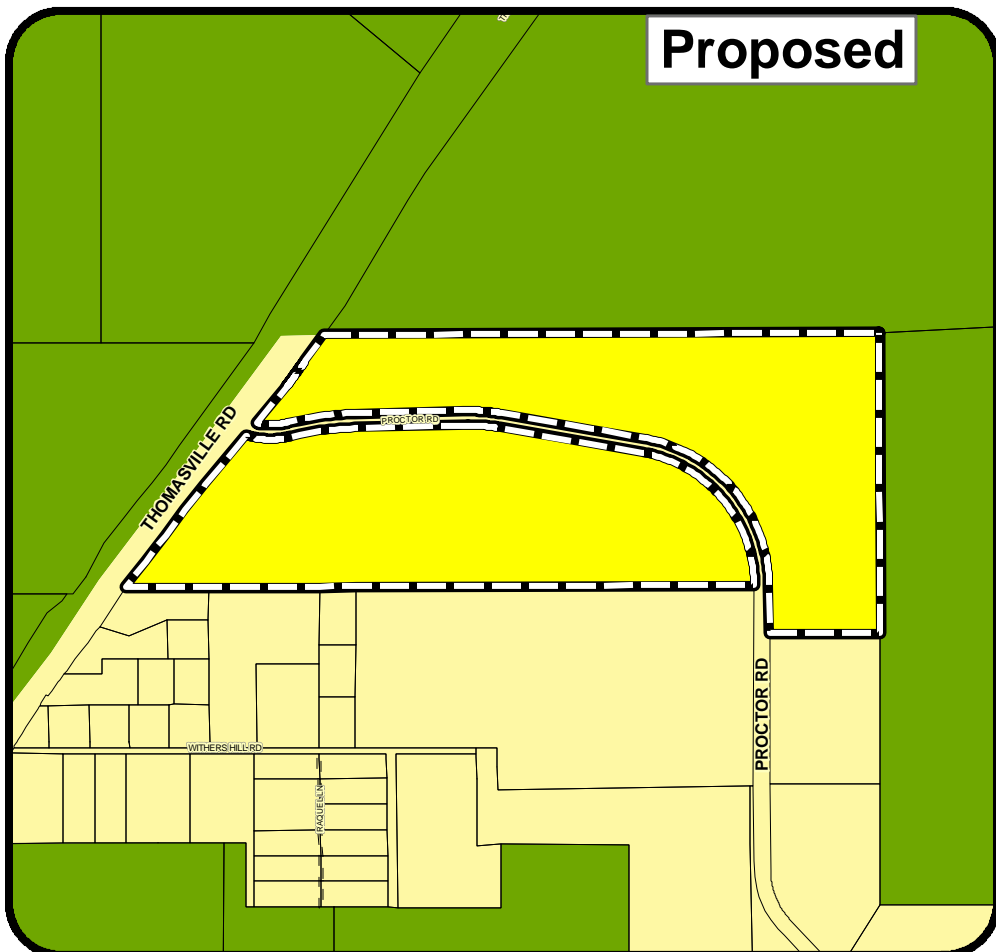
NE Park

Tallahassee/Leon County
Planning Department

**Existing
Rural**

**Proposed
Government
Operational**

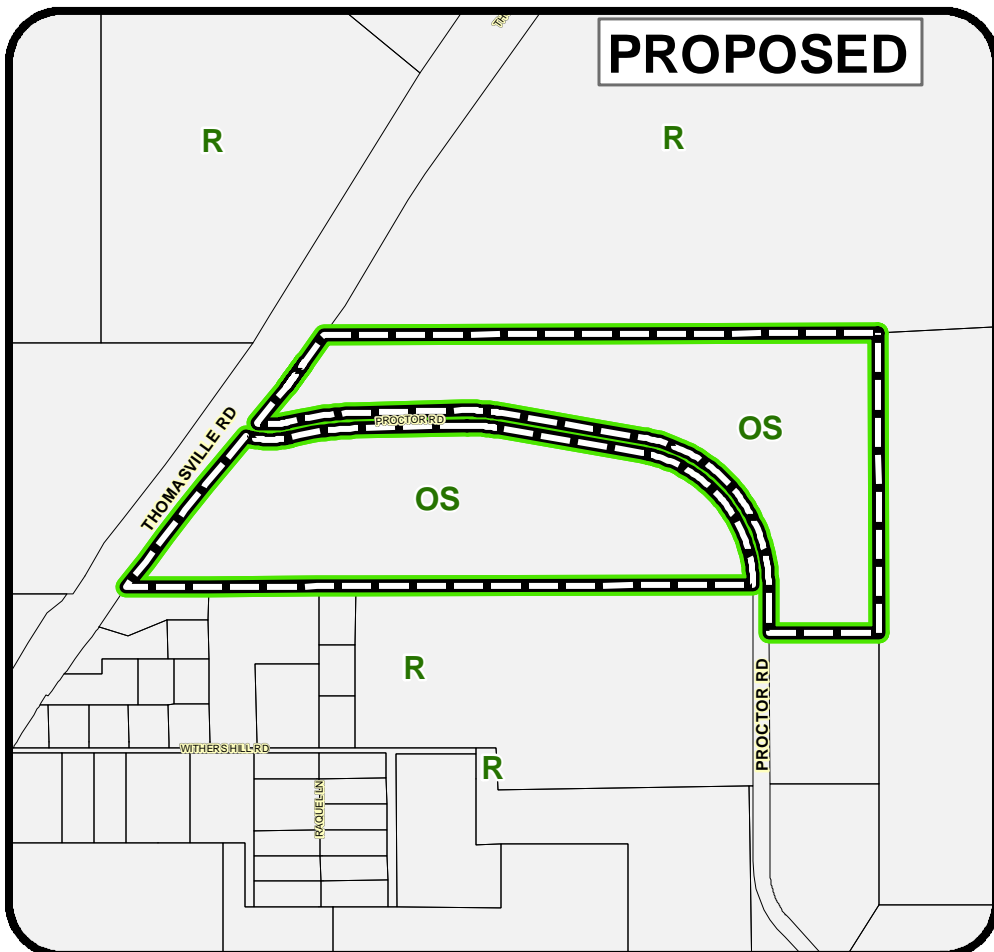
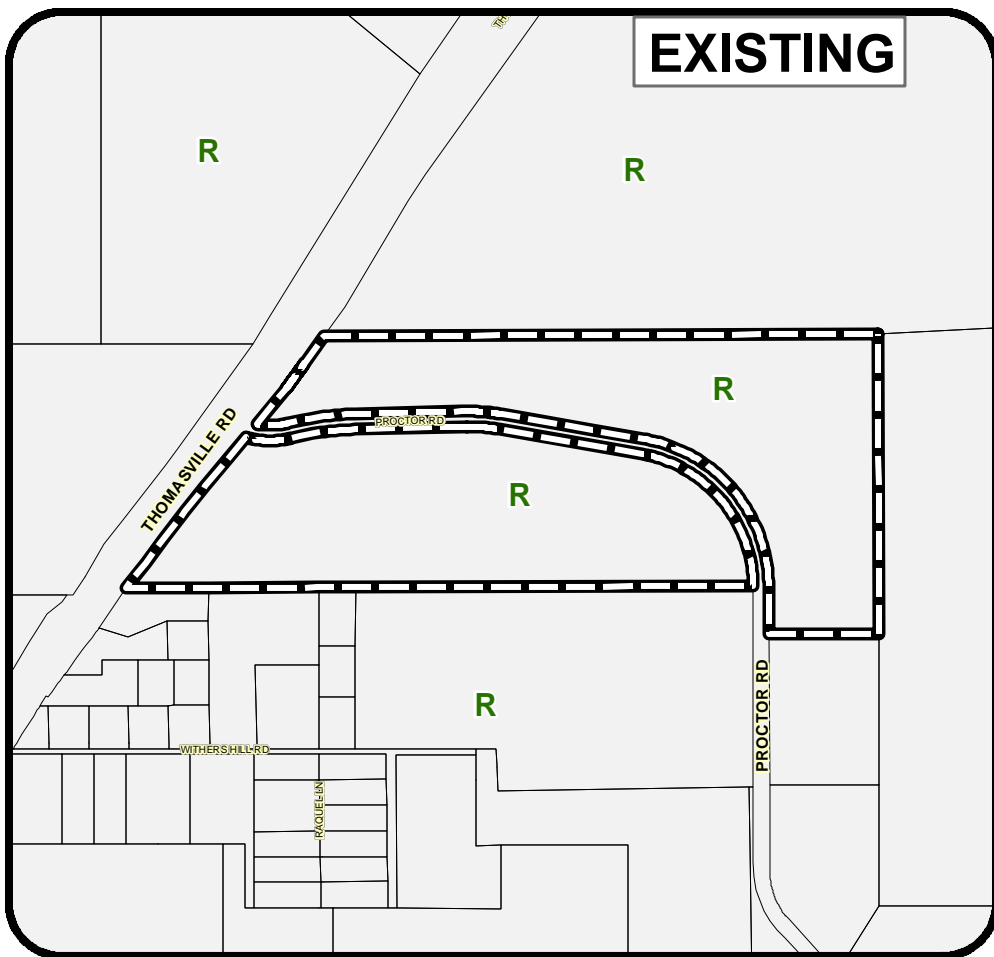
Proposed



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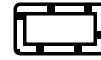
ACRES: 100.04 ±





ZONING

Legend



Subject Parcel



zoning

**Thomasville Rd.
and Proctor Rd.
PCM140108**

NE Park

Tallahassee/Leon County
Planning Department

Existing
R
Rural

Proposed
OS
Open Space



**SITE TAX ID:
14-12-20-002-0000**

ACRES: 100.04 ±



MAP AMENDMENT # PCM140108**APPLICANT: Leon County Board of County Commissioners****TAX I.D. #: 1412200020000 (100 acres)****CITY _ COUNTY X****CURRENT DESIGNATION: Rural****REQUESTED DESIGNATION: Governmental Operational****DATE: January 8, 2014****PRELIMINARY STAFF RECOMMENDATION: Approve Amendment PCM140108.****A. SUMMARY:**

This is a request to change the Future Land Use Map designation for one parcel totaling approximately 100 acres from Rural to Governmental Operational. The parcel is located east of Thomasville Road/U.S. Highway 27 at the intersection of Proctor Road. This parcel was purchased by Leon County to create an active recreation park in an underserved area of the County.

B. REASONS FOR RECOMMENDATION FOR APPROVAL:

1. The sole intent of the purchase of the subject parcel by Leon County is to provide an active recreation park for citizens living within the Urban Services Area.
2. The proposed land use change for the subject parcel to Government Operational for an active recreation park is consistent with past County and City land use planning practices.
3. Government Operational is an appropriate Future Land Use Map designation to support the intended use.

C. APPLICANT'S REASON FOR THE AMENDMENT:

The subject parcel was purchased by Leon County to establish an active recreation park (the "Northeast Community Park") for citizens within the Urban Service Area. As part of the Board of County Commissioners' decision to purchase this parcel, staff was directed, upon acquisition of the property, to initiate a Comprehensive Plan Map amendment to change the designation of the property from Rural to Government Operational.

D. STAFF ANALYSIS

Current Future Land Use Map & Zoning Designations

The subject parcel currently has a Future Land Use Map and zoning designation of “Rural.” This parcel is outside the Urban Service Area boundary.

Rural Future Land Use

The intent of the Rural land use category is to identify largely undeveloped acreage located away from urbanized areas containing the majority of the County's present agricultural, forestry and grazing activities, maintain and promote present and future agriculture land uses, and to prohibit residential sprawl into remote areas lacking basic urban infrastructure services, and restrict any other urban land use activities during the Plan Horizon due to the lack of present and/or scheduled urban infrastructure services.

The Rural land use category allows very low residential density (1 unit per 10 acres) and minimal commercial designed to service basic household needs of adjacent residents, as well as passive recreational land uses. Industrial and ancillary commercial land uses associated directly with the timbering and/or agribusiness are permitted.

Rural Zoning

The Rural zoning district is intended to be located in those areas of the County designated as Rural on the Future Land Use Map. The intent and restrictions are identical to that of the Rural FLUM category. The allowable uses include:

- (1) Agricultural
- (2) Minor commercial
- (3) Low density residential
- (4) Passive recreation
- (5) Active recreation
- (6) Community services
- (7) Light infrastructure
- (8) Heavy infrastructure
- (9) Postsecondary

Proposed Future Land Use and Zoning

Government Operational Future Land Use

The Government Operational Future Land Use category (Policy 2.2.16 in the Land Use Element) allows Community Services, Light Infrastructure, Heavy Infrastructure, and Post Secondary, that provide for the operation of and provision of services on property owned or operated by local, state and federal government. The government facilities may include services and uses provided by private entities operating on property owned by the local, state, or federal government. These facilities include, but are not limited to:

Airports*	Offices
Correctional Facilities	Outdoor Storage Facilities
Courts	Police/Fire Stations

Electric Generating Facilities	Sanitary Sewer Percolation Ponds
Electric Sub-Stations	Sanitary Sewer Pump Stations
Health Clinics	Sanitary Sewer Sprayfields
Libraries	Vehicle Maintenance Facilities
Incinerators	Waste to Energy
Materials Recovery Facilities	Water Tanks
Museums	Water Treatment Plants
Postal Facilities	Water Wells

*Includes services and uses provided by private entities that are commonly located at commercial service airports.

Open Space Zoning

The Open Space (OS) zoning district is intended to provide areas within the community for the resource conservation and passive or active recreational facility needs of the community. The OS District may be applied to publicly or privately owned lands where preservation of natural features is desired. Permitted uses include:

- (1) Agriculture
- (2) Cemeteries
- (3) Nature centers and related administrative and service facilities
- (4) Open space, natural areas, conservation areas and wildlife management areas
- (5) Outdoor passive and active recreational facilities, including trails
- (6) Silviculture
- (7) Stormwater management facilities

Reasons for Changing Future Land Use Map & Zoning Designations

The purpose of this land acquisition project is to create an active recreation park (the “Northeast Community Park”), including ball fields, in an area of the County where there are not enough similar facilities to meet the current and projected demand for such facilities. The current land use designation does not allow active recreation parks. Therefore, to be consistent with the Comprehensive Plan, the Board of County Commissioners authorized and directed staff to initiate a proposed amendment to the Future Land Use Map.

The Government Operational land use category was recommended by staff because Recreation/Open Space as described by Policy 2.2.14 of the Land Use Element only allows active recreation facilities if the site is within the USA or a rural community. Since the site is outside the USA, Governmental Operational is a more appropriate land use category. The recommended Open Space zoning will allow active recreation facilities, while limiting the use of the site to its intended purpose as a park.

There are several active recreation parks that have a Government Operational land use designation. These include Leon County’s Apalachee Regional Park, Miccosukee Community Park, Canopy Oaks Community Park, the Stoneler Road Park, and the Ft. Braden Community Center. These also include the City of Tallahassee’s James Messer Fields, Trousdell Gymnastics Center & Aquatics Center, and Capital Park. Several parks have co-located land uses that the Government Operational land use designation allows, such as libraries (Ft. Braden Community

Center) and landfills (Apalachee Regional Park). There are no plans for any such uses other than passive and active recreation on the subject parcel.

A zoning application was also submitted by staff as part of this direction. Although the existing Rural zoning designation allows passive and active recreation uses and facilities, the recommended Open Space zoning also allows a variety of active and passive recreation facilities, but also limits the use of the subject parcel to its intended purpose as a park.

Other Planning Issues

The subject parcel is within the Bradfordville Study Area, which is addressed by the Bradfordville Sector Plan. The Sector Plan was adopted by the Board of County Commissioners on July 11, 2000 by ordinance 00-31, which incorporates the Sector Plan by reference.

E. ENVIRONMENTAL FEATURES & IMPACT ON INFRASTRUCTURE:

1. Environmental Features:

This approximately 100-acre site is located within the Lake Iamonia drainage basin. County environmentally sensitive area maps indicate that approximately 22 acres (22 percent of the total subject parcel area) of the subject parcel is floodprone Floodplain Swamp/Floodplain Forest and associated wetlands, and that approximately 16 acres of this area (16 percent of the total area) is within the Lake Iamonia Special Development Zone B. Several small freshwater shrub marshes totaling approximately five acres in area are scattered throughout the area identified as Floodplain Swamp/Floodplain Forest, as well as a half-acre area on the northwest corner of the subject parcel.

The remainder of the site outside the Floodplain Swamp/Floodplain is a mix of Upland Mixed Forest and Planted Pine. Approximately ten acres (10 percent of the total area) of Planted Pine are located in the south half of the subject parcel area, and approximately 19 acres (19 percent of the total area) located north of Proctor Road is indicated by County Development Support and Environmental Management staff as Native Forest.

Approximately 68 acres (68 percent of the total area) of upland forested area north and south of Proctor Road is Gopher Tortoise habitat of varying quality as indicated in a natural features map prepared by Leon County Development Support and Environmental Management staff (Attachment #1). In Florida, the gopher tortoise is listed as Threatened. Both tortoises and their burrows are protected under state law. Gopher tortoises must be relocated before any land clearing or development takes place, and property owners must obtain permits from the Florida Fish and Wildlife Conservation Commission before capturing and relocating tortoises.

Approximately two acres (two percent of the total area) is indicated as significant grades (10-20 percent slope). There are no other known environmentally sensitive features onsite.

2. Water/Sewer: City water and sewer service are not presently available for the subject parcel.

3. Other:

Roads: U.S. Highway 27 North (Thomasville Road) is a principal arterial. Its Level of Service (LOS) standard in the vicinity of Proctor Road is "C." Proctor Road is a minor collector. Its LOS standard is "C."

The present capacity of these roads is within their adopted LOS standards. There are no improvements to these roads scheduled in the Capital Improvements Element.

Transit Availability: There is no transit route to the subject site at this time.

Bicycle/Pedestrian Facilities Availability: Planned off-road bicycling and hiking trails onsite will be developed. No sidewalks exist on any other adjacent streets or roads at this time. This change will enhance bicycle & pedestrian recreational opportunities within the County.

4. Schools: No Impact based on no allowable residential development onsite.

F. CONCLUSION:

Based upon the above data and analysis, Planning Department staff concludes the following:

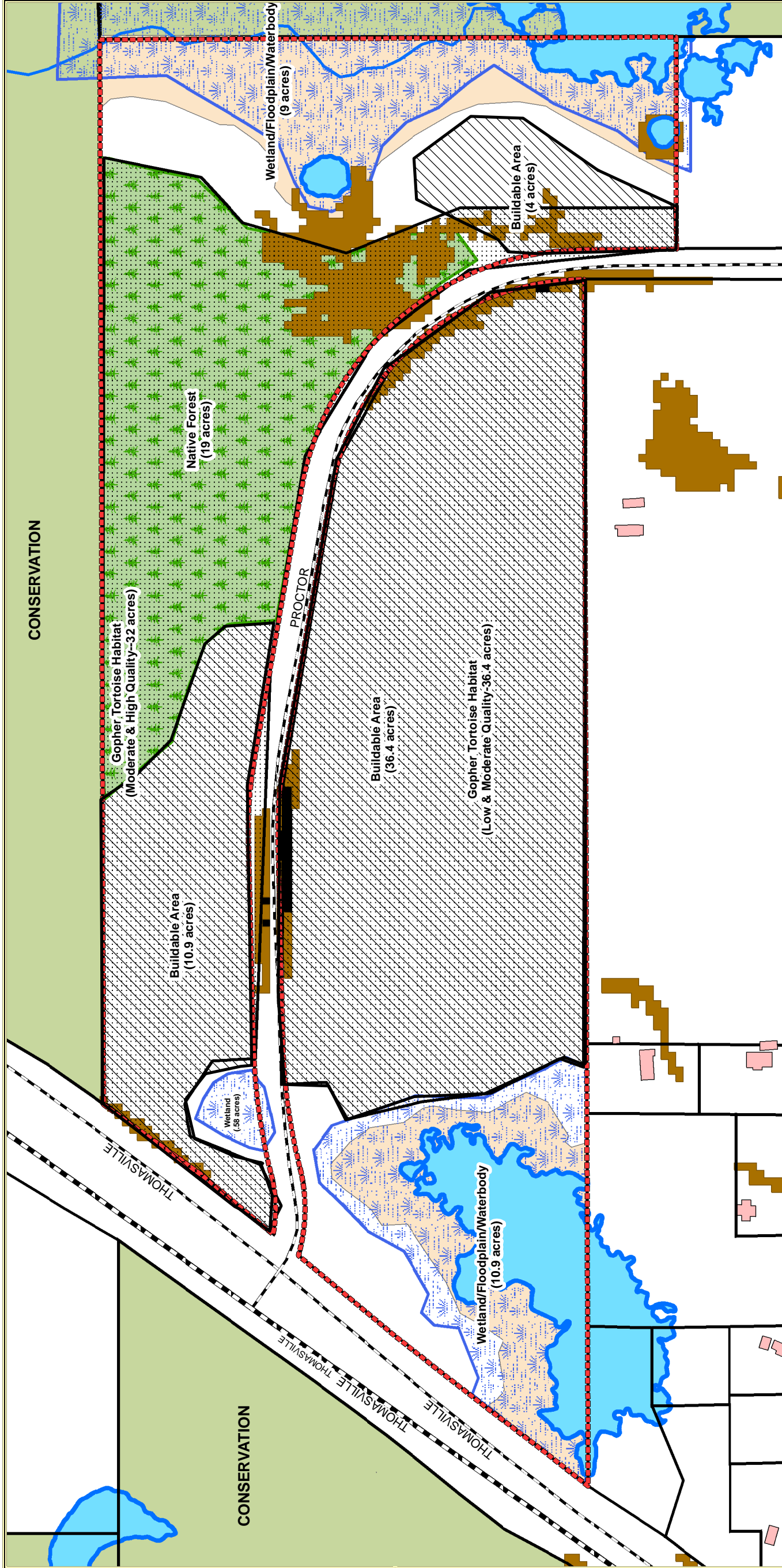
1. The sole intent of the purchase of the subject parcel by Leon County is to provide an active recreation park for citizens living within the Urban Services Area.
2. The proposed land use change for the subject parcel to Government Operational for an active recreation park is consistent with past County and City land use planning practices.
3. Government Operational is an appropriate Future Land Use designation to support the intended use.

Based on this analysis and its conclusions, Planning Department staff recommends approval of this amendment.

G. ATTACHMENTS:

Attachment #1: Natural Features Map

Proposed Northeast Community Park Natural Features Map



Legend

- Tortoise Habitat
 - Wetland
 - Native Forest
 - Floodplain
- Grades**
- Severe Grade
 - Significant Grade
 - Buildable Area

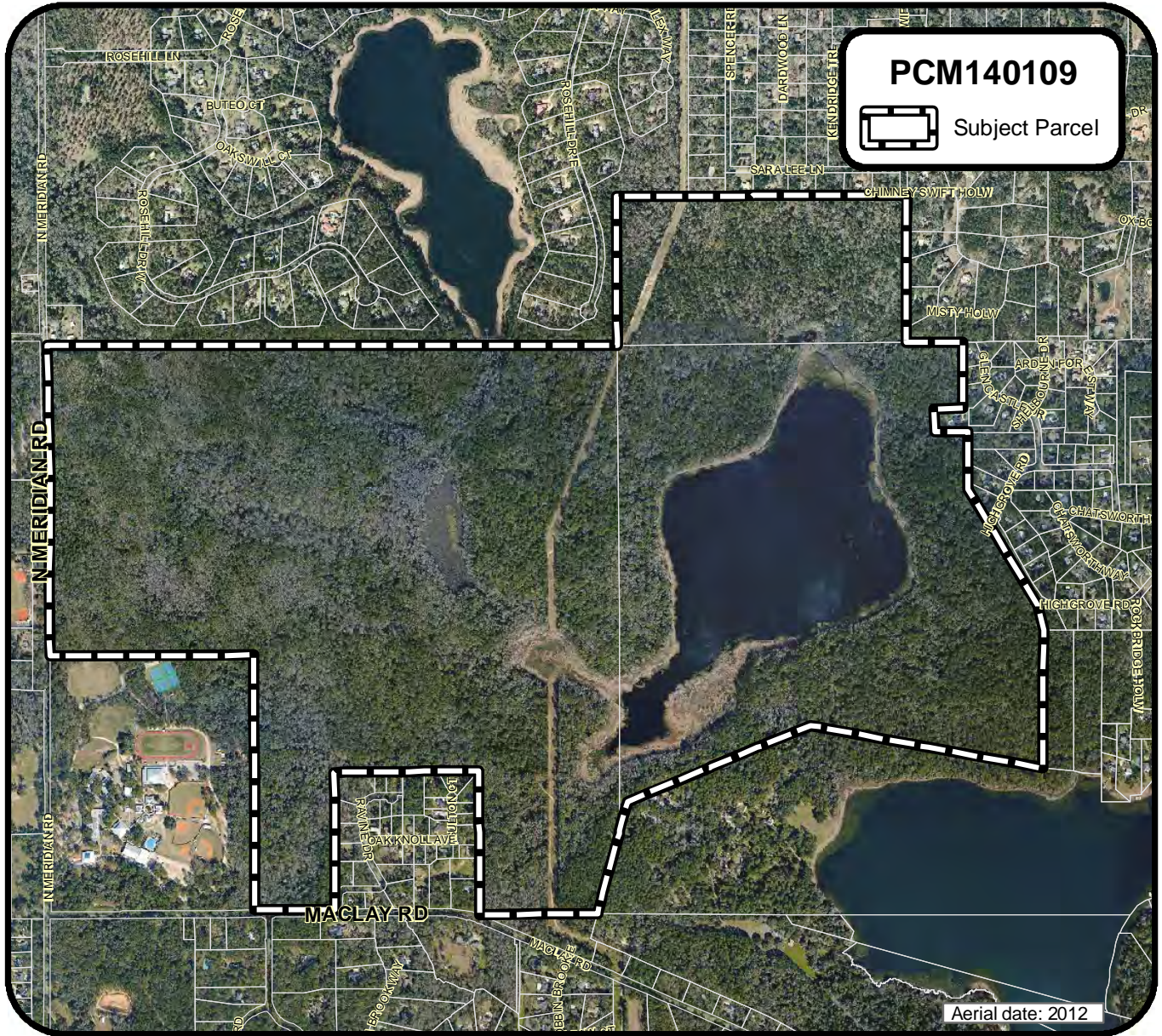


NOTE: This product has been compiled from the most accurate source data from Leon County, the City of Tallahassee, and the Leon County Property Appraiser's Office. However, this product is for reference purposes only and is not to be construed as a legal document or survey instrument. Any reliance on the information contained herein is at the user's own risk. Leon County, the City of Tallahassee, and the Leon County Property Appraiser's Office assume no responsibility for any use of the information contained herein or any loss resulting therefrom.

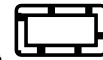


1 Inch = 300 Feet



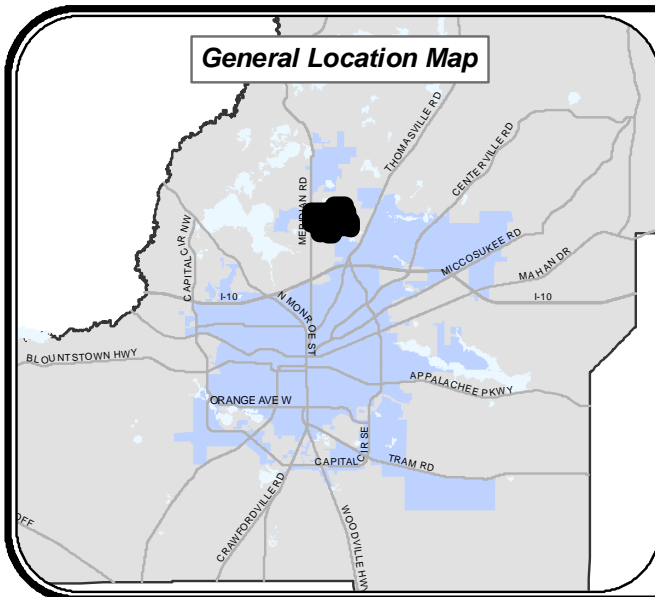


PCM140109



Subject Parcel

Aerial date: 2012



General Location Map

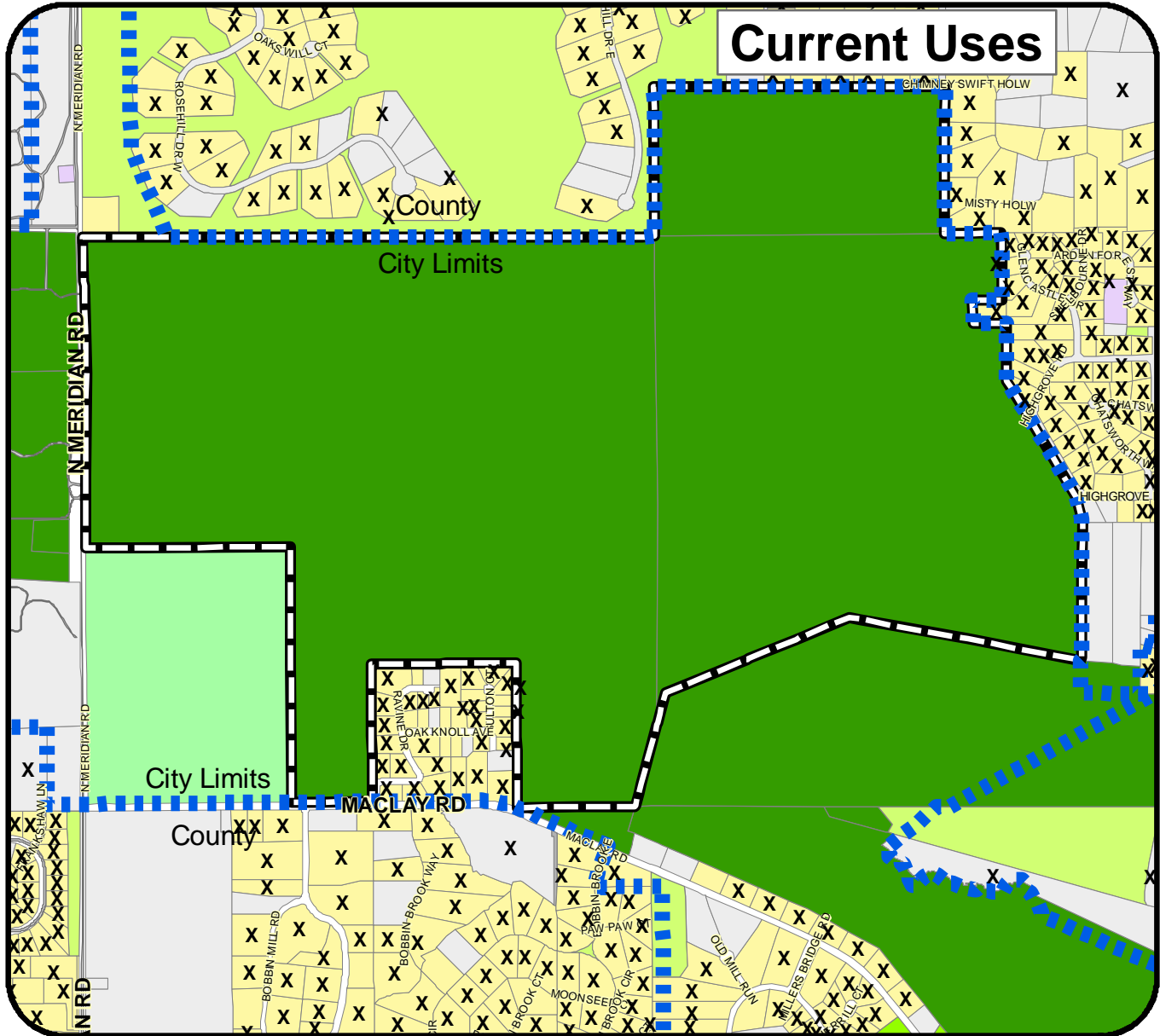
**Lake Overstreet
Addition
PCM140109**

**Leon County
Board of County
Commissioners**

**SITE TAX ID:
14-29-20-602-0000
14-31-20-004-0000
14-32-20-002-0000**

ACRES: 871 ±





Legend



Subject Parcel

X Homestead Exemption Parcels

Current Uses (Oct. 2013)

- | | |
|------------------------------------|---|
| Single Family Detached/Mobile Home | Open Space Recreation/Parks |
| School | Religious/Non-profit |
| Open Space Common Areas | Transportation/Communications/Utilities |
| Open Space Resource Protection | Vacant |

Lake Overstreet Addition PCM140109

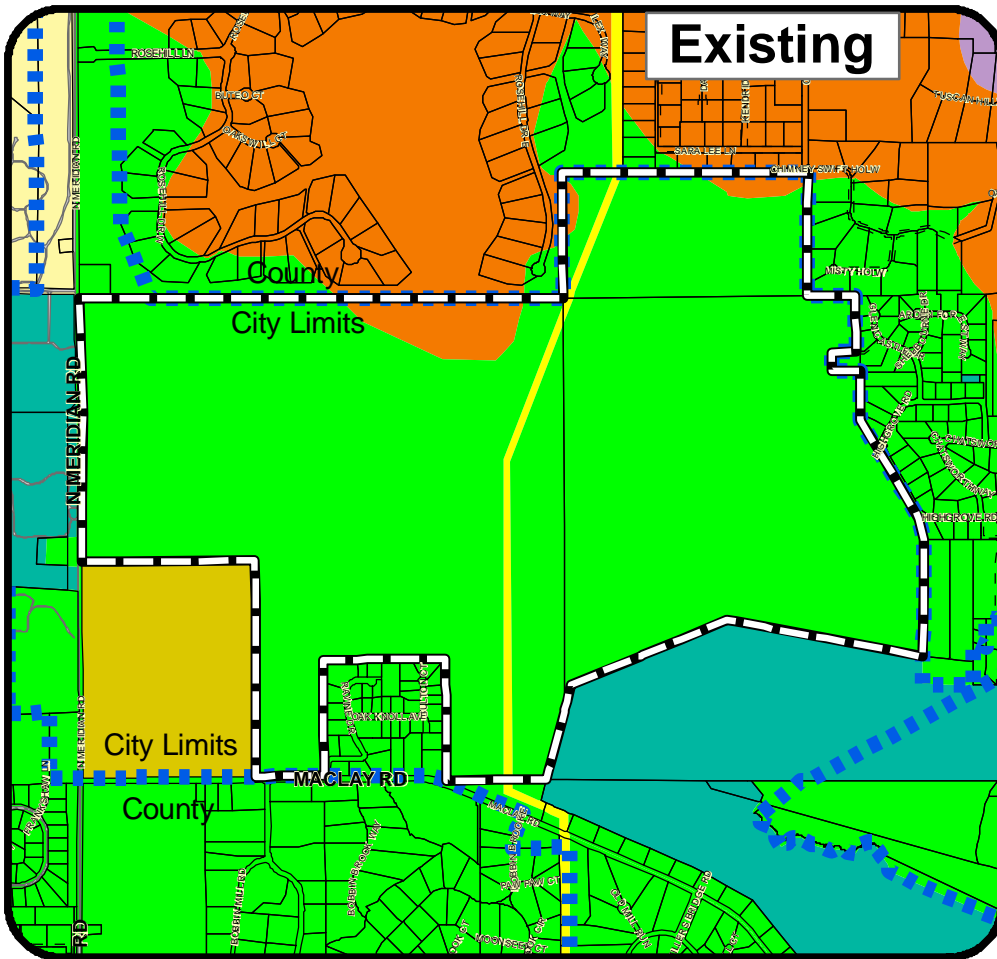
Leon County
Board of County
Commissioners

SITE TAX ID:
14-29-20-602-0000
14-31-20-004-0000
14-32-20-002-0000

ACRES: 871 ±



Existing



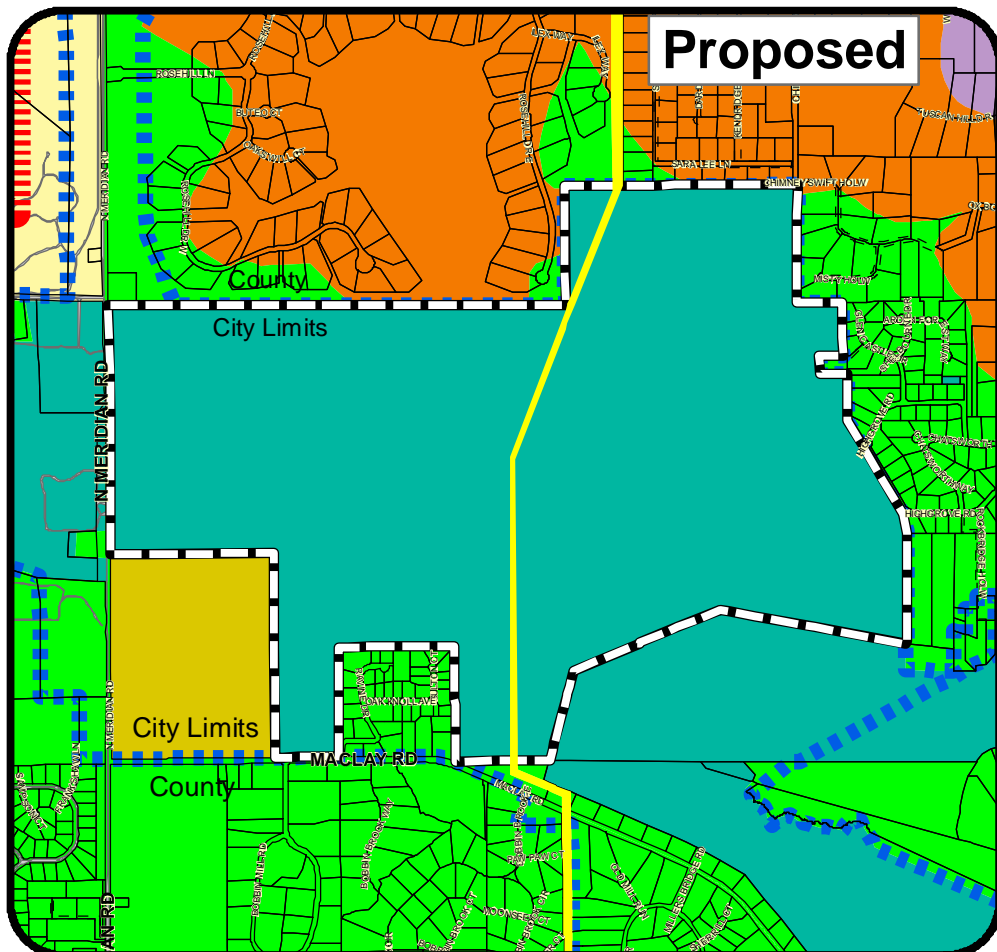
Future Land Use

Legend

- Educational Facilities
- Governmental Operation
- Lake Protection
- Mixed Use
- Recreational/Open Space
- Rural
- Residential Preservation

Subject Parcel

Proposed



Lake Overstreet Addition PCM140109

Leon County
Board of County
Commissioners

Existing
Lake Protection
& RP

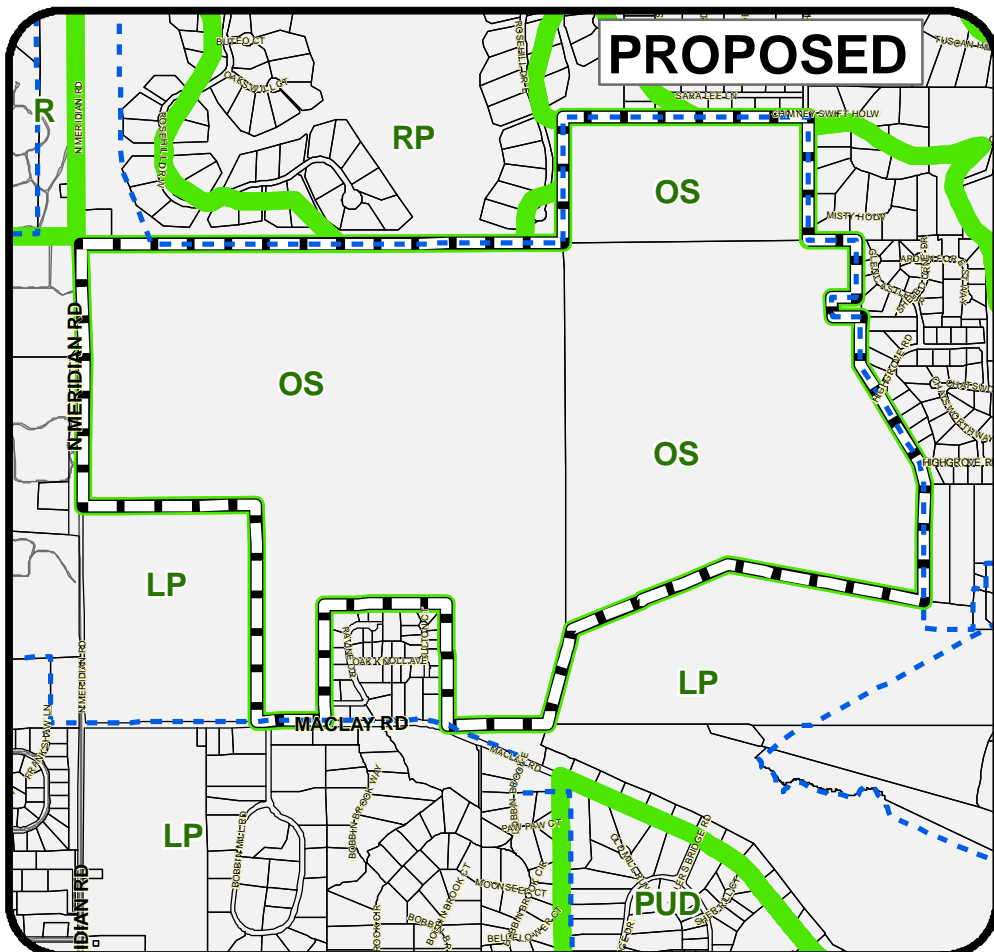
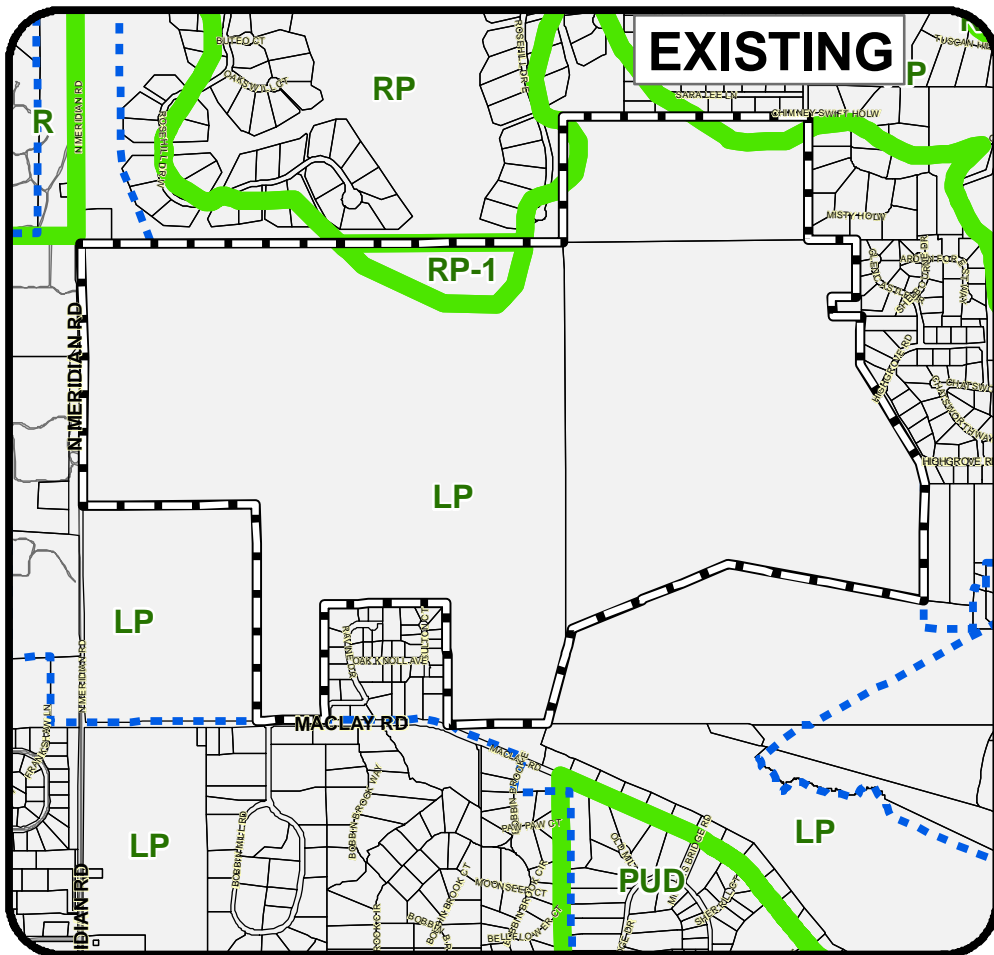
Proposed
R / OS



SITE TAX ID:
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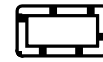
ACRES: 871 ±





ZONING

Legend



Subject Parcel



zoning

Lake Overstreet Addition PCM140109

Leon County
Board of County
Commissioners

Existing
LP
& RP-1

Proposed
OS



SITE TAX ID:
14-29-20-602-0000
14-31-20-004-0000
14-32-20-002-0000

ACRES: 871 ±



MAP AMENDMENT # PCM140109**APPLICANT: Leon County Board of County Commissioners****TAX I.D. #: 14-31-20-004-000-0 (480 acres); 14-32-20-002-000-0 (306 acres); 14-29-20-602-000-0 (77 acres)****CITY X COUNTY****CURRENT DESIGNATION: Lake Protection & Residential Preservation****REQUESTED DESIGNATION: Recreation/Open Space****DATE: January 8, 2014****PRELIMINARY STAFF RECOMMENDATION: Approve Amendment PCM140109.****A. SUMMARY:**

This is a request to change the Future Land Use Map designation of three parcels totaling approximately 858 acres from Lake Protection & Residential Preservation to Recreation/Open Space. These three parcels are located east of Meridian Road between Maclay and Miller Landing roads, and were purchased by the State of Florida to add to the existing Alfred B. Maclay Gardens State Park. The Florida Department of Environmental Protection supports the proposed amendment.

B. REASONS FOR RECOMMENDATION FOR APPROVAL:

1. The sole intent of the purchase of the subject parcels by the State of Florida was to provide a passive recreation park.
2. The proposed land use change for the subject parcels to Recreation/Open Space for a passive recreation park is consistent with past County and City land use planning practices.
3. Recreation/Open Space is an appropriate Future Land Use designation to support the intended use.

C. APPLICANT'S REASON FOR THE AMENDMENT:

The subject parcels were purchased by the State of Florida in 1994 to expand the existing Alfred B. Maclay Gardens State Park. The land use and zoning designations for these three parcels were never updated to reflect the intent and existing use of the property. Planning staff recently noted this discrepancy as part of a larger planning project for the Lake Jackson watershed area, and recommended the proposed amendment.

D. STAFF ANALYSIS

Current Future Land Use Map & Zoning Designations

The three subject parcels currently have a mix of Future Land Use Map categories, including Lake Protection (LP), Residential Protection (RP), and Government Operational (GO). The majority land use designation is LP, and it comprises 95 percent of the subject parcels. There are three small areas of RP comprising approximately 29.7 acres (3.4 percent), and a narrow corridor of GO comprising approximately 12.8 acres (1.5 percent) that is an electric utility easement traversing the subject area from north to south. The Future Land Use Map designation for this utility corridor will not change. Because the subject parcels are almost all designated as LP, this analysis will discuss that land use category only.

The subject parcels also have a mix of zoning designations, including Lake Protection, Residential Protection, and Residential Protection – 1. Because the subject area is almost all designated as Lake Protection, this analysis will discuss this zoning category only. The subject parcels are within the incorporated area, and wholly within the Urban Services Area.

Lake Protection Future Land Use Category

Policy 2.2.18 in the Land Use Element creates the Lake Protection land use category. This category was created to address documented scientific concerns regarding the degradation and continuing pollution of Lake Jackson. The category is based on the lake basin boundary, adjusted to include contributing watersheds, but excluding existing, more intensely developed areas south of Interstate 10.

Lake Protection Zoning Category

The purpose and intent of the lake protection district is to regulate activities in the area immediately adjacent to and affecting Lake Jackson while protecting that water body and its ecosystem. The lake protection district's location is based on the lake basin boundary adjusted to include undeveloped areas and existing less intensely developed areas. The lake protection district allows residential uses of one unit per two acres, or one unit per gross acre if clustered on 25 percent of the property. This cluster option is designed to leave large areas of land undisturbed within this zoning district.

Industrial, office and commercial uses are prohibited in this category in the city limits. Urban services are intended for this category inside the urban service area. The allowable uses in this zoning district include:

- (1) Low density residential
- (2) Passive recreation
- (3) Active recreation
- (4) Community services

Proposed Future Land Use and Zoning

Recreation/Open Space Future Land Use

The Recreation/Open Space land use category is intended for government-owned lands which have active or passive recreational facilities, historic sites, forests, cemeteries, or wildlife

management areas, and privately owned lands which have golf courses, cemeteries, or wildlife management areas. Permitted uses include passive recreation and silviculture. Active recreation facilities are included if the site is within the Urban Services Area or a rural community.

Open Space Zoning Category

The Open Space (OS) zoning district is intended to provide areas within the community for the resource conservation and passive or active recreational facility needs of the community. The OS District may be applied to publicly or privately owned lands where preservation of natural features is desired.

Reasons for Changing Future Land Use & Zoning Designations

The original purpose of this land acquisition project was to expand the existing Alfred B. Maclay Gardens State Park. The land use and zoning designations for these three parcels were never updated to reflect the intent and existing use of the property. Although the Lake Protection zoning category allows passive and active recreation parks, the Lake Protection land use category is intended to create low-density residential uses.

To be consistent with the Comprehensive Plan, the Recreation/Open Space land use designation is a more appropriate land use category for the subject parcels. Although the existing Rural zoning designation allows passive and active recreation uses and facilities, the recommended Open Space zoning also allows a variety of active and passive recreation facilities, but also limits the use of the subject parcel to its intended purpose as a park.

E. ENVIRONMENTAL FEATURES & IMPACT ON INFRASTRUCTURE:

1. Environmental Features:

This approximately 858-acre site is located within the Lake Jackson drainage basin. County environmentally sensitive area maps indicate that approximately 156.6 acres (18 percent) of the total subject parcel area is identified as waterbodies surrounded by floodprone areas, including the entirety of Lake Overstreet. Two large natural ravines drain into a smaller waterbody that drains into Lake Overstreet, and a third ravine drains south eventually into Lake Jackson. Lake Overstreet is hydrologically connected to Lake Hall during periods of high water. Lake Hall is located within the existing Alfred B. Maclay Gardens State Park.

There are several areas of Floodplain Swamp/Floodplain Forest and freshwater shrub marshes scattered throughout the subject parcel area that are associated with the existing waterbodies and ravines. The remainder of the site outside the waterbodies and Floodplain Swamp/Floodplain is a mix of Upland Mixed Forest with scattered areas of significant and severe grades. Approximately 95 acres (11 percent of the total area) has been identified by County Development Support and Environmental Management staff as regulated native forest. This includes areas dominated by native hardwoods including Mockernut Hickory, Bigleaf Magnolia, Live Oak, and American Beech, and other native species such as Loblolly and Longleaf pines.

2. Water/Sewer: City water and sewer service are presently available for the subject parcel.
3. Other:

Roads: Access to the subject parcels is from the developed portion of Alfred B. Maclay State Park to the east or from Meridian Road along the western boundary. The Meridian Road access is via a multiuse trailhead that is accessed from the City of Tallahassee's Forest Meadows sports complex on the west side of Meridian Road, which is almost immediately south of the intersection of Miller Landing Road.

North Meridian Road is a minor arterial. Its Level of Service (LOS) standard for the segment between Maclay Road and Miller Landing Road is "D," and its present operating standard is "D." There are no improvements to this road segment scheduled in the Capital Improvements Element.

Transit Availability: StarMetro's Dogwood Route goes past Maclay Road on Thomasville Road Monday through Friday, but there is no stop yet established in this location. There is no transit route established along Meridian Road north of Interstate – 10.

Bicycle/Pedestrian Facilities Availability: An extensive system of off-road bicycling and hiking trails currently exists within the subject parcels. A sidewalk segment exists on the east side of Meridian Road along the frontage of Maclay School only. There are no funded plans to build a sidewalk along Meridian Road at present.

4. Schools: No impacts to local school populations are anticipated based on the fact that there will be no allowable residential development on the subject parcels.

F. CONCLUSION:

Based upon the above data and analysis, Planning Department staff concludes the following:

1. The sole intent of the purchase of the subject parcels by the State of Florida was to provide a passive recreation park.
2. The proposed land use change for the subject parcels to Recreation/Open Space for a passive recreation park is consistent with past County and City land use planning practices.
3. Recreation/Open Space is an appropriate Future Land Use designation to support the intended use.

Based on this analysis and its conclusions, Planning Department staff recommends approval of this amendment.

Amendment # PCT140110

Withdrawn

TEXT AMENDMENT #: PCT140111

APPLICANT: City of Tallahassee Growth Management Department

TEXT/POLICY I.D. #: Suburban Future Land Use Category/ Policy 2.2.5 [L]

CITY X COUNTY X

DATE: January 8, 2014

PRELIMINARY STAFF RECOMMENDATION: Approve Amendment PCT140111

A. SUMMARY:

This is a request to amend the Future Land Use Element of the Tallahassee-Leon County Comprehensive Plan to address the per-parcel development limitations within the Suburban future land use category (Attachment #1). Current policies within the Suburban future land use category restrict large-scale developments and discourage parcel amalgamation due to the existing 200,000 square feet per parcel development limitation. Unintentionally, this limitation encourages the subdivision of parcels to accommodate large-scale developments and lengthens the development review process for applicants. Removing this limitation will improve local economic and development opportunities for parcels currently designated within the Suburban future land use category. The proposed text amendment will not affect environmental or concurrency requirements related to future development.

B. REASONS FOR RECOMMENDATION FOR APPROVAL:

1. The proposed amendment will remove arbitrary per-parcel development restrictions from the Suburban future land use category which currently discourage large-scale development, such as large-scale distribution centers, in areas where these uses are allowed by the Comprehensive Plan.
2. The proposed amendment will remove the per-parcel development restriction of 200,000 square feet which encourages the subdivision of parcels to accommodate large-scale developments and lengthens the development review process for applicants.
3. The proposed amendment will increase the efficiency of the development approval process by removing the need for unnecessary parcel subdivisions, saving both time and money for developers and local government.
4. The proposed amendment will improve local economic and development opportunities for parcels currently designated within the Suburban future land use category
5. The proposed amendment will not affect environmental or concurrency requirements related to future development.

C. PROPOSED TEXT/POLICIES:

Please see proposed revisions to the Suburban future land use category (Attachment #1).

D. APPLICANT'S REASON FOR THE AMENDMENT:

The proposed revisions to the Suburban future land use category were initiated by the City of Tallahassee Growth Management Department and were prompted by the need to address the current per-parcel development limitations within this future land use category, which requires developers to subdivide parcels to achieve densities and intensities currently allowed within implementing zoning districts.

E. STAFF ANALYSIS

The Suburban future land use designation allows the most intense development patterns within the Tallahassee-Leon County Comprehensive Plan. The greatest allowable intensities are designated within the Urban Pedestrian Center, Suburban Corridor, and Commercial Medical, development patterns. Allowed intensities range between 20,000 – 80,000 square feet of development per acre. Although the intensity of allowable development is large, developers are often limited by the 200,000 square feet per parcel limitation on developments. The proposed text amendment will remove this ceiling limitation but does not propose any changes to existing development pattern intensities as listed in the Comprehensive Plan.

The former Ramada Inn property at 2900 North Monroe Street is a recent example of the problem with the existing per parcel limitation. Developers have indicated an interest in redeveloping this property but are delaying plans to move forward due to the existing limitation. The property is approximately 13 acres and, per the allowed intensities of the development pattern, property owners would expect to be allowed to develop 275,000 square feet. However, because of the per-parcel development limitation, the maximum allowable intensity could only be achieved by subdividing the property into two parcels. The subdivision process is costly and time-consuming for both developers and staff.

F. FINANCIAL IMPACT

The proposed amendment will increase the efficiency of the development approval process by removing the need for unnecessary parcel subdivisions, saving both time and money for developers and local government.

G. CONCLUSIONS:

Based on the above data and analysis, Planning Department staff recommends approval of the amendment request for the following reasons:

1. The proposed amendment will remove arbitrary per-parcel development restrictions from the Suburban future land use category which currently discourage large-scale

development, such as large-scale distribution centers, in areas where these uses are allowed by the Comprehensive Plan.

2. The proposed amendment will remove the per-parcel development restriction of 200,000 square feet which encourages the subdivision of parcels to accommodate large-scale developments and lengthens the development review process for applicants.
3. The proposed amendment will increase the efficiency of the development approval process by removing the need for unnecessary parcel subdivisions, saving both time and money for developers and local government.
4. The proposed amendment will improve local economic and development opportunities for parcels currently designated within the Suburban future land use category
5. The proposed amendment will not affect environmental or concurrency requirements related to future development.

H. ATTACHMENTS:

Attachment #1: Proposed Changes to the Suburban Future Land Use Category Text

Policy 2.2.5: [L]

SUBURBAN (*Effective 3/14/07*)

To create an environment for economic investment or reinvestment through the mutually advantageous placement of employment and shopping opportunities with convenient access to low to medium density residential land uses. Employment opportunities should be located near residential areas, if possible within walking distance. This category recognizes the manner in which much of Tallahassee-Leon County has developed since the 1940s. The category predominantly consists of single-use projects that are interconnected whenever feasible. Mixed-use projects and the principles of traditional neighborhood developments are encouraged, though not required. The Suburban category is most suitable for those areas outside of the Central Core. However, additional areas inside the Central Core may be designated as appropriate based on existing land use pattern.

To complement the residential aspects of this development pattern, recreational opportunities, cultural activities, commercial goods and services should be located nearby. To reduce automobile dependency of residents and employers alike, mass transit stops should be located at large commercial centers and appropriate street and pedestrian connections established between commercial and residential areas. Except within mixed use centers, larger scale commercial development should be buffered from adjacent residential neighborhoods.

Development shall comply with the Suburban Intensity Guidelines. Business activities are not intended to be limited to serve area residents; and as a result may attract shoppers from throughout larger portions of the community.

Suburban Intensity Guidelines (Effective 3/14/07)

Development Patterns	Allowed Land Uses	Gross Residential Density	Non-Res Intensity	Percentage Mix of Uses
Low Density Residential	Residential, Recreation, Light Infrastructure & Community Service	0 to 8 units/acre ⁽⁴⁾	10,000 sq. ft. per acre	65-80%
Low Density Residential Office	Residential, Office, Recreation, Light Infrastructure & Community Service	0 to 8 units/acre ⁽⁴⁾	10,000sq. ft. per acre ⁽⁵⁾	
Medium Density Residential	Residential, Recreation, Light Infrastructure & Community Service	8 to 16 units/acre	20,000 sq. ft. per acre	
Medium Density Residential Office	Residential, Office, Ancillary 1 st Floor Commercial, Recreation, Light Infrastructure, Community Service & Post Secondary Schools	8 to 20 units/acre	20,000 sq.ft. per acre ⁽⁶⁾	
Village Center	Residential, Office, Commercial up to 50,000 sq ft, maximum business size. Centers shall not be located closer than 1/4 mile to another village center or commercial development including more than 20,000 sq ft of floor area.	8 to 16 units/acre	12,500 sq.ft. per acre per parcel for center 20 acres or less ⁽⁷⁾	
Urban Pedestrian Center	Residential, Office, Commercial up to 200,000 sq ft , Recreation, Light Infrastructure & Community Service	6 to 16 units/acre ⁽³⁾	Up to 20,000 sq ft/acre ⁽³⁾	35-50%
Suburban Corridor	Residential, Office, Commercial up to 200,000 sq ft per center , Recreation, Light & Heavy Infrastructure & Community Service	Up to 16 units/acre	Up to 25,000 sq ft/acre ⁽⁸⁾	
Medical Center	Residential, Office, Commercial up to 200,000 sq ft per center , Recreation, Light Infrastructure & Community Service	6 to 20 units/acre ⁽¹⁾	80,000 sq ft/acre ⁽²⁾	
Business Park	Office, Residential and Commercial,	Up to 16 units/acre	20,000 sq ft/acre	
Light Industrial	Office, Commercial up to 10,000 sq ft per business, Light Industrial, Recreation, Light & Heavy Infrastructure, Community Service & Post Secondary Schools and ancillary residential	1 unit / development	20,000 sq ft /acre ⁽⁹⁾	5-10%

Notes:

- (1) 8 units/acre minimum for exclusively residential;
- (2) Hospitals up 176,000 sq ft/acre;
- (3) 20 units/acre and 40,000 sq ft/acre for multiple use development; Combined residential and non-residential development may have up to 40,000 SF and up to a six story building. Residential use, office use and commercial use ~~up to 200,000 SF per parcel~~ is allowed.
- (4) Low Density Residential and Residential Office development patterns can have a minimum of 1 unit per acre if water and sewer are not available.
- (5) The maximum square footage is increased to 12,500 SF if the project is a mixed-use development.
- (6) The maximum square footage increases to 40,000 SF per acre and maximum height increases to six stories if 50% of parking is structured. This provision only applies to areas previously designated as Mixed Use C
- (7) 250,000 SF of total development permitted on 20 to 30 acre centers.
- (8) Storage areas may be 50,000 SF per acre. Office and Retail ~~up to 200,000 SF per parcel~~ is allowed.
- (9) Storage areas may be 50,000 SF per acre.

While mixed land uses are encouraged in the Suburban Future Land Use Category, the more prevalent pattern will be a compatibly integrated mix of single-use developments that include low and medium density residential, office, retail and light industrial development. Allowed land uses within the Suburban Future Land Use Category shall be regulated by zoning districts which implement the intent of this category, and which recognize the unique land use patterns, character, and availability of infrastructure in the different areas within the Suburban Future Land Use Category. In those areas lacking the necessary infrastructure, the Land Development Regulations may designate a low intensity interim use. Any evaluation of a proposed change of zoning to a more intensive district shall consider, among other criteria, the availability of the requisite infrastructure.

TEXT AMENDMENT #: PCT140112

APPLICANT: Board of County Commissioners

TEXT / POLICY I.D.: Policy 2.2.18 of the Land Use Element

CITY __ COUNTY X

DATE: January 9, 2014

PRELIMINARY STAFF RECOMMENDATION: Approve Amendment PCT140112

A. SUMMARY:

This proposed policy amendment was recommended by the Planning Department and authorized by the Leon County Board of County Commissioners at a workshop on November 19, 2013. The amendment is intended to eliminate the ½-acre minimum lot requirement for cluster developments in the unincorporated areas of the Lake Protection future land use category where sewer facilities are available (see Attachment 1).

B. REASONS FOR RECOMMENDATION FOR APPROVAL:

1. The proposed amendment is consistent with action taken unanimously by the Leon County Board of County Commissioners to direct staff to eliminate the ½-acre minimum lot requirement for cluster developments in the LP future land use category in the County.
2. The ½ acre lot limitation in Policy 2.2.18 [L] is not necessary because Policy 1.2.1 of the Sanitary Sewer Sub-Element specifies a minimum 1/2 acre lot size for development utilizing septic tanks.
3. This proposed amendment can help provide flexibility for design issues when central sewer is available, and can provide additional environmental protections and sustainability for Lake Jackson through the increase of size and quality of open space areas associated with permitting smaller lot sizes in cluster development within the Lake Protection future land use category.

C. PROPOSED POLICY CHANGE:

See Attachment 1.

D. APPLICANT'S REASON FOR THE AMENDMENT:

This amendment is intended to encourage sustainable development by providing increased design flexibility through the provision of smaller lots, which can be more easily located away from environmentally sensitive features, and by increasing more walkability through the provision of sidewalks and trails, which are more cost-effective in more dense developments.

E. STAFF ANALYSIS

At a Leon County Board of County Commissioners (Board) workshop held on November 19, 2013, the Board discussed a suite of recommendations intended to encourage sustainable development in the Lake Protection future land use category. At that meeting, the Board directed staff to move forward with eliminating the ½ acre minimum lot size in cluster developments where sewer is available within the unincorporated area of the Lake Protection land use category. The proposed amendment implements this direction.

The Lake Protection category in the Comprehensive Plan is a protection land use category that is specific to the well documented scientific concerns regarding the degradation and continuing pollution of Lake Jackson. The category area is based on the lake basin boundary, adjusted to include undeveloped areas and existing, less intensely developed areas. Located inside the Urban Service Area, the area is intended for urban services but development activities are to be regulated to protect the lake and its ecosystem.

Subsequently, the category allows residential uses of one unit per two acres with clustering options that vary by jurisdiction (City/County). Also allowed in the unincorporated areas of the category are minor office and commercial uses only through the Planned Unit Development. Other commercial and office uses, as well as industrial uses, are prohibited.

In the unincorporated areas of the category, clustering is allowed on 40% of a site at a net density of two (2) units per acre on the developed portion of the property. The remaining 60% of the property must remain in natural open space. These developments currently must have a ½ acre minimum lot size.

The ½ acre minimum lot requirement for cluster development in Lake Protection was included in the Comprehensive Plan to mitigate impacts of development that utilized septic tanks or other onsite treatment and disposal systems. At the time this land use category was developed, the reasoning was that since the majority of the LP category was located in the unincorporated area where central sewer was not available, development would utilize septic tanks or other onsite treatment and disposal systems. However, since the provision of central sewer into many unincorporated areas within the Urban Services Area is now routine, this renders the ½ acre minimum requirement superfluous.

For those projects not having access to sewer, the ½ acre minimum lot requirement will still be in force for developments utilizing onsite septic tanks because the Sanitary Sewer Sub-Element Policy 1.2.1 [SS] provides that “[t]he minimum lot size for septic tanks shall be ½ acre.”

The proposed amendment will remove the ½ acre minimum lot requirement for cluster development within the unincorporated areas of the Lake Protection land use category where centralized sewer is available. The ability to develop smaller lots will help facilitate better project design by providing flexibility in design and environmental protection issues sometimes associated with minimum lot sizes. For instance, environmental features can have less

encroachment and be better managed when they are included in a larger conservation holding instead of divided into individual lots.

This is consistent with, and will further the intent of Conservation Policy 1.3.2 (County/City) which requires development in environmentally sensitive areas to use best management practices with emphasis on designing with nature. This flexibility is also consistent with the idea of making cluster subdivisions more walkable and better connected to existing development nodes through the provision of sidewalks and trails, and a more connected road network to avoid funneling all trips onto one major roadway.

The Leon County Citizens Advisory Water Resources Committee reviewed this proposed amendment on January 6, 2014 at their regular monthly meeting. Based on a concern about increased density that may be allowed without any additional changes in Policy 2.2.18 [L], the Committee voted to recommend to the Board that this amendment be withdrawn from the 2014-1 Cycle, and that this issue be reviewed at a later date as part of a planned amendment to create a common cluster development option for the Lake Protection land use category.

Staff continues to recommend approval of this proposed amendment. Following review by the Water Resources Committee, staff confirmed that removal of the ½ acre lot size requirement will not result in an increase in the number of currently allowed units for new developments. Removal of the ½ acre lot size limit will provide greater flexibility in the layout of a new subdivision in those instances where environmental and other regulated and/or physical constraints exist, and may provide an increased incentive for developers to utilize this option, thereby saving additional lands from development as intended by cluster developments.

F. CONCLUSION:

Based on the above data and analysis, Planning Department staff recommends approval of the amendment request for the following reasons:

1. The proposed amendment is consistent with action taken unanimously by the Leon County Board of County Commissioners to direct staff to eliminate the ½-acre minimum lot requirement for cluster developments in the LP future land use category in the County.
2. The ½ acre lot limitation in Policy 2.2.18 [L] is not necessary because Policy 1.2.1 of the Sanitary Sewer Sub-Element specifies a minimum 1/2 acre lot size for development utilizing septic tanks.
3. This proposed amendment can help provide flexibility for design issues when central sewer is available, and can provide additional environmental protections and sustainability for Lake Jackson through the increase of size and quality of open space areas associated with permitting smaller lot sizes in cluster development within the Lake Protection future land use category.

G. ATTACHMENTS:

Attachment #1: Proposed Changes to the Lake Protection Future Land Use Category Text

Public Comments through March 27, 2014
(Excluding Comments Provided in the Agenda Package for the
February 25th Joint Workshop)

From: elaruth39@comcast.net
To: [Thomas, Debra \(Planning\)](#)
Cc: [Tedder, Wayne](#)
Subject: rezoning of Buena Vista Drive
Date: Saturday, November 09, 2013 2:01:22 PM

I am a resident of Buena Vista Drive and am firmly opposed to this rezoning that is proposed to give businesses on Tennessee Street outlets on to our street. Our neighborhood was designated R1 and should be preserved. My husband and I will be at the meeting this Thursday evening to have a voice in this decision.

Elaine Swain

From: laine@lainewyatt.com
To: [Thomas, Debra \(Planning\)](#)
Subject: change of zoning on Buena Vista Drive
Date: Wednesday, November 13, 2013 6:06:41 PM

Dear Ms Thomas,

I am writing to express my dismay about the possible rezoning of the neighborhood located around Buena Vista Drive. I own a home on this street and vigorously oppose the plans. I cannot make the meeting and hope that you will seriously consider my opposition to this plan via my letter to you.

This change, which will allow for the construction of a parking lot and the subsequent outpouring of traffic onto Buena Vista, proposes numerous outcomes, none of which benefit the neighborhood. The only party to benefit is a business - AJ's Sports Bar, built long after the homes were constructed.

The neighborhood is substandard in that it has no gutters, no sidewalks, nor lights at intersections. There are uncovered ditches that run down the sides of the road that is steep at points. The bar becomes extremely loud and active during many evenings and it is already a real problem for those who like to sleep at night. Also, the patrons leaving this establishment are not always fully in control of their faculties. The convergence of these conditions create a mini 'perfect storm'. I see the propensity for increased noise, crime, mayhem, and of course traffic accidents. In addition I see the beginning of the deterioration of the neighborhood, and the drop in property values which will add to the pain already inflicted by the economic downturn.

I ask that you reject this proposal and help to save the integrity of this long standing Tallahassee neighborhood.

Sincerely,
M. Laine Wyatt

From: [margaret Callaghan](#)
To: [Thomas, Debra \(Planning\)](#)
Subject: Buena Vista
Date: Wednesday, November 13, 2013 9:45:41 PM

Hello Ms. Thomas,

I wish to let you know the intent of both my husband and I is strong opposition to the proposal to allow AJ's to change the zoning. From the very start, this business has not been a good neighbor. They consistently refused to tone down the noise that blared from their business. There were many nights, that even 5 houses up from the business, not only could we not sleep until after 2:00 AM, but even the windows on our house rattled from the reverberation. Many times we asked them politely to turn it down and they refused. One night I even when up well after midnight and asked them to please turn it down and was told they did not care about the neighbors and would just pay the fine!

After the bar closes, students litter our street with beer bottles and trash, go off drunk into the ditches that line this most narrow street. Many have damaged their cars, driving fast up the street at late hours after the bar closes. To put a parking lot that exits on this residential street, would only increase this behavior and continue to devalue our property.

On a personal note, we were driven out of our home and had to move. I teach school and do not keep the hours of the college students who drink and party at this establishment do. My husband built the second house behind the original house, where our children lived with their children. I now rent the houses and have trouble keeping tenants due to the problems listed above. Not all student party all night and most are serious students who work and study hard to stay in school.

AJ's is a nightmare business for most of the good tax paying people who live on Buena Vista. Many have owned homes there most of their lives. We live in harmony with the other businesses that serve our community. AJ's is not one of those businesses. We have a strong neighborhood organization and stand united to say NO to this request by AJ's. Please consider the good of the community and the damage and distress this decision would create.

Respectfully,
Margaret and Lou Callaghan
809 Buena Vista
Tallahassee, Fl.

**An Additional Buena Vista/Mission Hills Petition Signature against Map
Amendment PCM140101
Received by the Planning Department on March 5, 2014**

PETITION

PROPERTY OWNER
(Print)

ADDRESS & PHONE #
(Print)

SIGNATURE

Eric Morgan

1012 Buena Vista ⁸⁵⁰ ⁹⁴⁵ ¹³⁰⁰

Tempirce Morgan

1012 Buena Vista
850-445-1301

Tempirce Morgan

To:

Mr. Delia Thomas

From:

Patsy Yuen

**Additional Buena Vista/Mission Hills Petition Signatures against Map
Amendment PCM140101
Given to Planning Department Staff at the Joint County/City Workshop
On February 25, 2014**

PETITION

PROPERTY OWNER
(Print)

ADDRESS & PHONE #
(Print)

SIGNATURE

Michael B. Wynne

813 Highgate

Michael B. Wynne

PETITION

PROPERTY OWNER
(Print)

ADDRESS & PHONE #
(Print)

SIGNATURE

George G. Moss

909 High Road
Tallahassee, FL 32304

George G. Moss

(574) 271-6089

From: [Patsy C. Yawn](#)
To: [Thomas, Debra \(Planning\)](#)
Subject: Access road to A.J. Sport's Bar
Date: Sunday, January 19, 2014 5:58:11 PM

Hi Debra,

Many thanks for all your hard work for the two meetings Wednesday, I am so glad I attended, very informative.

I drove to the site today, the access street is paved from Caliark to the west property line of A. J.'s. It has curb and gutter up to the west property line of Pizza Hut. If cars weren't parked on one side of the street it would be two way. His parking lot just off Caliark appears to accommodate about 75 to 90 cars, hard to tell because the spaces aren't marked. None of the three lots were full in late afternoon. It would be interesting to know exactly how many spaces he has in total.

The back (NW) corner of A.J.s has about a 5 to 6 foot drop from the property on Buena Vista Drive, so with a small amount of excavation he could access the planned parking lot. There is an opening in the fence for foot traffic off Buena Vista Drive, also a No Trespassing sign on the parking lot side of the fence.

Our neighborhood is very opposed to this zoning change, it is not acceptable on any level for any reason. Our petitions were mailed Saturday and we have begun to collect signatures in the neighborhood. Would you believe many students are opposed to the use? It is their home too, although temporary. If approved the property values will plummet and for many that would be disastrous and one more neighborhood will be lost. I realize I am preaching to the choir for I know you support preserving neighborhoods. Thank you.

Please let me know if I can assist you in any way.

Gratefully,

Patsy
222-0784

Visit the Planning Department website at: www.talgov.com/planning

**NOTICE OF A REQUESTED AMENDMENT
TO THE COMPREHENSIVE PLAN FUTURE LAND USE MAP AND REZONING**

An application has been filed to request a change of designation on the Comprehensive Plan Future Land Use Map and a rezoning for the property shown on the map on the reverse side of this notice. The Planning Department has recommended that the original request area be expanded to include the property along West Tharpe Street as shown on the map on the reverse side of this notice. Staff has also amended the rezoning application that has been filed concurrent with this amendment. You are being notified of this requested change because public records indicate that you own property within 1,000 feet of the request. A location map and a summary of the request are shown on the reverse side of this notice.

Listed below are the scheduled Public Hearings on this request. Prior to each meeting, please check www.talgov.com/planning to confirm there have been no changes to this meeting schedule.

The Local Planning Agency, City Commission, and Board of County Commissioners appreciate any information that would be useful to them in their deliberations on the amendment request.

Date	Meeting	Purpose	Time	Location
April 1 (Tuesday)	Local Planning Agency	Local Planning Agency Public Hearing	6:00 PM	Renaissance Center 2 nd Floor 435 North Macomb Street
April 8 (Tuesday)	County and City Commissions	Joint City-County Transmittal Public Hearing	6:00 PM	County Commission Chambers 5 th Floor, Leon County Courthouse
May 27 (Tuesday)	County and City Commissions	Joint City-County Adoption Public Hearing	6:00 PM	County Commission Chambers 5 th Floor, Leon County Courthouse

If you have a disability requiring accommodations, please call the Tallahassee-Leon County Planning Department at least forty-eight (48) hours prior to the hearing (excluding weekends and holidays). The Planning Department Telephone is (850) 891-6400. The Florida Relay TDD Service Telephone is 1-800-955-8771.

If you have concerns that you wish to be considered by the City and County Commissions in regard to this application, you may submit written comments in response to this notice. You may submit your comments by letter, facsimile (fax), on the form below or through our website at www.talgov.com/planning by selecting the "Comprehensive Plan Amendment Cycle 2014-1" icon located on the left blue menu bar. More detailed information on each proposed amendment is also available on the website.

**Tallahassee-Leon County Planning Department
ATTN: Comprehensive Planning Division
300 South Adams Street
Tallahassee, Florida 32301
Telephone: (850) 891-6400 Fax: (850) 891-6404**

Amendment # PCM140103

I/We as owner(s) of property at this address: 1421 Crescent Hills Dr. 32303 wish the information below to be considered by the Local Planning Agency and the City/County Commissions:

I am in favor of the proposed land use zoning change from industrial to suburban.

SIGNED: _____

LOYAL ORDER OF MOOSE



TALLAHASSEE LODGE NO. 1075 1478 CAPITAL CIRCLE NORTH WEST TALLAHASSEE, FL 32303-1169 (850) 575-4226

November 19, 2013

Tallahassee – Leon County Planning Department
ATTN: Comprehensive Planning Division
300 South Adams Street
Tallahassee, Florida 32301

To Whom It May Concern:

The Board of Officers and General Membership of the Tallahassee Moose Lodge #1075 support the proposed change to the Future Land Use Map from “Industrial” to “Suburban”. We also support the proposed zoning change from Industrial to C-2 General Commercial.

We believe these changes will make our property located at 1478 Capital Circle Nw. consistent with other properties in the area that abut Capital Circle. Also, if our building was destroyed, we would be able to rebuild our Lodge.

Our Lodge has no plans in the foreseeable future to change our use, however we believe these changes will benefit our members and the general public in the future.

If you need further information or need us to speak at any of the meetings, please let us know.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert W. Greer". The signature is fluid and cursive.

Robert W. Greer, Governor

Tallahassee Moose Lodge #1075



LOYAL ORDER OF MOOSE

Tallahassee Lodge # 1075
1478 Capital Circle NW
Tallahassee, FL 32303-1169

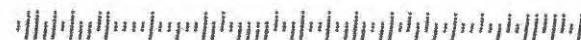
TALLAHASSEE FL 323

19 NOV 2013 PM 1 T



TALLAHASSEE-LEON COUNTY PLANNING DEPT.
ATTN: COMPREHENSIVE PLANNING DIV.
300 SOUTH ADAMS STREET
TALLAHASSEE, FLORIDA 32301

32301+1737



From: [Ivory, Celeste](#)
To: [Haley, Jiwuan](#)
Subject: RE: Rezoning for Mission San Luis
Date: Thursday, November 14, 2013 9:12:35 AM
Attachments: [image003.png](#)
[image004.png](#)
[image005.png](#)

Thank you, Jiwuan!

Celeste

Celeste Ivory

Division Operations Administrator | Office of the Director | Division of Historical Resources
| Florida Department of State | 500 South Bronough Street | Tallahassee, Florida 32399 |
850.245.6332 | 1.800.847.PAST | Fax: 850.245.6436 | www.flheritage.com

cid:image004.png@01CC9303.93613CB0



From: Haley, Jiwuan [<mailto:Jiwuan.Haley@talgov.com>]
Sent: Thursday, November 14, 2013 8:57 AM
To: Ivory, Celeste
Subject: FW: Rezoning for Mission San Luis

Let me know if you all have any more questions.

Thanks,

Jiwuan

From: Kelly Dozier [<mailto:kelly@morethanbuildings.com>]
Sent: Wednesday, November 13, 2013 4:47 PM
To: Haley, Jiwuan
Subject: RE: Rezoning for Mission San Luis

Dear Jiwuan,

Thank you for your very thorough response.

I have shared this information with the rest of the Mission San Luis Board.

Best,

Kelly Dozier

From: Haley, Jiwuan [<mailto:Jiwuan.Haley@talgov.com>]

Sent: Wednesday, November 13, 2013 4:22 PM
To: Kelly Dozier
Subject: RE: Rezoning for Mission San Luis

Ms. Dozier,

Thank you for contacting your Tallahassee-Leon County Planning Department. This amendment was initiated by the Tallahassee-Leon County Planning Department after being made aware of zoning irregularities on the site. The property is currently zoned for Residential Preservation-1 (RP-1), Medium Residential-1 (MR-1), and University Transition (UT). The portion of the property zoned for RP-1 has a Recreation / Open Space Future Land Use Map (FLUM) category. This is not consistent with the Tallahassee Land Development Code (TLDC) and the Tallahassee-Leon-County Comprehensive Plan.

The current zoning districts are not reflective of how the site is utilized. The intent of RP-1 is to protect residential areas, while MR-1 is intended to provide a broad range of housing types. University Transition's function is to provide student residential opportunities and student oriented services near the campuses. Planning department staff is proposing the Government Operational-1 (GO-1) zoning district with a Future Land Use Map (FLUM) category of Government Operational. According to the Land Development Code, this district provides for the operation of and provision of services by local, state and federal government (Section 10-270). Due to the historic nature of Mission San Luis, Tallahassee-Leon County Planning Department staff is recommending this zoning district for the property.

I have provided a link to the online version of the Tallahassee Land Development Code, the Tallahassee-Leon County Comprehensive Plan and zoning charts. The zoning charts link will allow you to see the intent and development standards of the zoning districts in the city and the county. I have also attached the 2014-1 Comprehensive Plan Amendment Schedule & Meetings. If you have any other questions please let me know.

Zoning Charts:

<http://www.talgov.com/planning/planning-zoning-zonecodes.aspx>

Tallahassee Land Development Code (Zoning Ch. 10):

<http://library.municode.com/index.aspx?clientId=19980>

Tallahassee-Leon County Comprehensive Plan:

<http://www.talgov.com/planning/planning-compln-comp-plan.aspx>

Best Regards,

Jiwuan Haley

Planner I, Land Use Division
Tallahassee-Leon County Planning Department
435 North Macomb Street, Tallahassee, FL 32301
Telephone: 850.891.6400

Jiwuan.Haley@talgov.com
<http://www.talgov.com/planning/PlanningHome.aspx>

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cid:image001.png@01CE9832.1BF83080



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From: Kelly Dozier [<mailto:kelly@morethanbuildings.com>]
Sent: Tuesday, November 12, 2013 10:21 AM
To: Haley, Jiwuan
Subject: Rezoning for Mission San Luis

Dear Jiwuan,

I am a member of the Mission San Luis board and was notified that a notice of rezoning was placed at the entrance of the Mission on Tennessee St.

I am wondering if you can give me more information about the rezoning.

Who initiated the rezoning request?

Why was it initiated?

What is the difference in use between the existing zoning and the new zoning requested?

Thank you very much for your assistance.

Best,

Kelly Dozier



KELLY SIMMONS DOZIER, Senior Vice President, Chief Community Officer

<mailto:Kelly@MoreThanBuildings.com> | www.MoreThanBuildings.com

1203 Miccosukee Road, Tallahassee, FL 32308

p: 850.878.8272 | c: 850.544-6399 | f: 850.878.6038

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From: [Stephen Bamford](#)
To: [Haley, Jiwuan](#)
Subject: Re: Rezoning
Date: Friday, November 15, 2013 10:32:12 AM
Attachments: [image001.png](#)

Thanks so much for your help and kindness in explaining all this in human terms. I look forward to seeing progress made on this endeavor. Unless I'm mistaken, I thought you said something about this project being a bit of a challenge. If there is anything I can do to be of assistance, please let me know. Take care and best wishes -

Steve

From: "Haley, Jiwuan" <Jiwuan.Haley@talgov.com>
To: Joe Agostino (McGhee) <jka@isp.com>; Maria Barker <mariabarker@comcast.net>; Martha Gallo <condesadetalla@hotmail.com>; "Kelly@KellyPowers.com" <Kelly@KellyPowers.com>; Joseph Pratt <josephpratt@homeemail.com>; Jerry Sansome <fishhawk@aol.com>; Ellen Shapiro <ellsha@comcast.net>; Barbara Roberts <windgoddess@yourvillage.com>; 'Patrick McCaffrey' <paddymac445@gmail.com>; Ilker Sen <isen@fsu.edu>; Latika <greenteaka@gmail.com>; Stephen Bamford <stephenbamford@yahoo.com>
Cc: "Robert F. Bendus (Robert.Bendus@DOS.MyFlorida.com)" <Robert.Bendus@DOS.MyFlorida.com>

Sent: Friday, November 15, 2013 10:26 AM
Subject: RE: Rezoning

Hello Everyone,

The Grove and the Governor's Mansion already have the Historic Preservation Overlay (HPO) on them. Their historical integrity has already been preserved for quite some time now. The Grove and the Governor's Mansion fall into a category of properties that were originally designated as Historical Conservation (HC) and Historical Preservation (HP) zoning districts. During the early 1990s the Historic Preservation Overlay was adopted. Consequently the HC and HP zoning districts became defunct. The new overlay provides protection for the historical sites. Section 10-317 of the Tallahassee Land Development Code states: "The HPOs shall be added to: properties listed in the Local Register of Historic Places, all properties zoned HC by the city, and any HPO districts in the city and county." So basically, if a property fell in any of these categories it was supposed to **automatically** get the HPO. The Grove and the Governor's Mansion have the Historic Preservation Overlay and it will remain even after the properties are rezoned to Government Operational-1 and given the Government Operational Future Land Use Map category (FLUM).

I hope this helps. It was a pleasure meeting you as well Mr. Bamford. I look forward to hearing from and possibly meeting the other members of the Governors Corner Townhomes Association. Please let me know if you have any other questions.

Thank you,

Jiwuan Haley

Planner I, Land Use Division
Tallahassee-Leon County Planning Department
435 North Macomb Street, Tallahassee, FL 32301
Telephone: 850.891.6400
Jiwuan.Haley@talgov.com
<http://www.talgov.com/planning/PlanningHome.aspx>

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cid:image001.png@01CE9832.1BF83080



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From: Ellen Shapiro [<mailto:ellsha@comcast.net>]
Sent: Thursday, November 14, 2013 10:51 PM
To: 'Stephen Bamford'; 'Joe Agostino (McGhee)'; 'Maria Barker'; 'Martha Gallo'; Kelly@KellyPowers.com; 'Joseph Pratt'; 'Jerry Sansome'; 'Barbara Roberts'; 'Patrick McCaffrey'; 'Ilker Sen'; 'Latika'
Cc: Haley, Jiwuan; Robert.Bendus@DOS.MyFlorida.com
Subject: RE: Rezoning

Thanks for that update, Steve!

From: Stephen Bamford [<mailto:stephenbamford@yahoo.com>]
Sent: Thursday, November 14, 2013 8:00 PM
To: Joe Agostino (McGhee); Maria Barker; Martha Gallo; Kelly@KellyPowers.com; Joseph Pratt; Jerry Sansome; Ellen Shapiro; Barbara Roberts; 'Patrick McCaffrey'; Ilker Sen; Latika; Stephen Bamford
Cc: jiwuan.haley@talgov.com; Robert.Bendus@DOS.MyFlorida.com
Subject: Rezoning

November 14, 2013 To: Governors Corner Townhomes
Association Members

Hello Everyone,

Recently we all received a copy of a Notice of a Requested Amendment to the Comprehensive Plan Future Land Use Map and Rezoning. This evening was the first of 8 meetings at the Renaissance Center and the Leon County Commission. I had the pleasure of meeting Ms. Jiwuan Haley, Planner in the Tallahassee-Leon County Planning Department who gave an excellent introduction to the complex business of zoning under the Comprehensive Plan. Also present was Mr. Robert Bendus, State Historic Preservation Officer and Director, Division of Historical Resources.

Perhaps, you, like me, were unaware of the planned use and rezoning in our immediate neighborhood. The notice we received was not specific as to the plan, so I thought it would be good to attend in order to learn more.

I know Pat McCaffery is aware of a lot of the history of our place. Some of this might be old-hat for him. Mr. Bendus explained the history of the place going back to the early 1820's and even prior to that. Governor Call resided in the home that is located in The Grove and he related prior to that Apalachee Indians also lived in the area. So we have quite a bit of history right under our feet. Governor Call was friends with President Andrew Jackson and the property also housed Governor LeRoy Collins who was the chair of the Democratic National Convention in 1960 where President John F. Kennedy was nominated. So there is considerable history right here under our feet.

Mr. Bendus explained the plan is to enhance the historical importance of the area and to work to improve the Call-Collins house and essentially turn the place into a museum.

He also graciously offered to give us a guided tour behind the scenes. Please let me know if you would like to do this and we will see if we can coordinate this with Mr. Bendus at a time convenient to him.

Having spoken with Ms. Haley and Mr. Bendus, my understanding is this would be a good thing for all of us and for future generations. I encourage you to follow this and support it as you can. I believe this will enhance our place as things continue.

I am including Ms. Haley's and Mr. Bendus' email addresses and if you have questions or concerns I'm sure they will do their best to address them.

One additional question I have is whether or not Government Operational-1 zoning includes the Historical Overlay designation we discussed in the meeting. Perhaps Ms. Haley will reply all with how that works. As I understand it, the Overlay is protective of land's status as an historical site.

Steve Bamford

From: [Brett Leone](#)
To: [Haley, Jiwuan](#)
Subject: Re: Monroe St and 1st Ave
Date: Monday, November 18, 2013 3:54:45 PM

Jiwuan,

Thank you for the reply and the detail you have provided.

Brett

On Nov 18, 2013, at 3:48 PM, "Haley, Jiwuan" <Jiwuan.Haley@talgov.com> wrote:

- > Hello Brett,
- >
- > Thank you for contacting your Tallahassee-Leon County Planning department. The signs at the corner of North Monroe Street and 1st Avenue are there because of the proposed amendment PCM140107 to the Future Land Use Map concerning the Governor's Mansion and the Grove (The sign for the Grove is at the corner of North Duval Street and West 3rd Street).
- >
- > The Tallahassee-Leon County planning department was made aware of various properties that are still in the Historic Conservation (HC) and Historic Preservation (HP) zoning districts throughout the city. The Grove and the Governor's Mansion fall into this category. After the adoption of the Historic Preservation Overlay in February 1993, the HC and HP zoning districts became defunct. This amendment seeks to provide a legitimate zoning district and FLUM category to the Grove and the Governor's Mansion.
- >
- > Planning department staff is proposing the Government Operational-1 (GO-1) zoning district with a Future Land Use Map (FLUM) category of Government Operational. According to the Land Development Code, this district provides for the operation of and provision of services by local, state and federal government (Section 10-270). The purpose of this amendment is to have zoning districts that reflect the current use of the Governor's Mansion and the Grove. The historical significance of these properties will be maintained as the Historic Preservation Overlay will remain undisturbed during this process.
- >
- > Below are links to the city and county zoning charts. You can click on GO-1 and see the intent of and development standards for this zoning district. I have also provided a link that takes you to the Comprehensive Planning page that lists a summary of all of the amendments this cycle and their applications. Attached is the 2014-1 Comprehensive Plan Amendment Schedule & Meetings to this email.
- >
- > I hope this helps. If you have any more questions please feel free to contact me.
- >
- > Zoning Charts: <http://www.talgov.com/planning/planning-zoning-zonecodes.aspx>
- > 2014-1 Map / Text Amendments: <http://www.talgov.com/planning/planning-compln-2014-1amnds.aspx>
- >
- > Thank you,
- >
- > Jiwuan Haley
- > Planner I, Land Use Division
- > Tallahassee-Leon County Planning Department
- > 435 North Macomb Street, Tallahassee, FL 32301
- > Telephone: 850.891.6400
- > Jiwuan.Haley@talgov.com
- > <http://www.talgov.com/planning/PlanningHome.aspx>
- >
- > " People focused. Performance driven."
- >
- > Thank you for your email. Please note that under Florida's Public Records

> laws, most written communications to or from local government staff or
> officials regarding City or County business are public records available to
> the public and media upon request. Your email communications may
> therefore be subject to public disclosure.

>

>

>

> -----Original Message-----

> From: Brett Leone [<mailto:b.leone4@gmail.com>]

> Sent: Monday, November 18, 2013 2:58 PM

> To: Haley, Jiwuan

> Subject: Monroe St and 1st Ave

>

> Jiwuan,

>

> I am looking for some information regarding a sign that I saw at the corner of Monroe Street and 1st
Avenue. I contacted Greg Harden and he suggested that I contact you.

>

> Thank you for your assistance.

>

> Brett Leone

> <Comp Plan Schedule.pdf>

From: [Gengenbach, Marianne](#)
To: [Hodges, Steven M](#)
Cc: [Larson, Aric](#)
Subject: RE: Proposed Future Land Use and Zoning Change for the Lake Overstreet Addition
Date: Monday, December 23, 2013 3:45:24 PM
Attachments: [image001.png](#)
[Leon County 12-23-13.pdf](#)

Mr. Hodges,

Attached you will find an electronic copy of our approval of the below referenced land use change. I hope that this meets your needs. We'll be happy to send a snail mail copy as well, should you need it. Just let me know.

Wishing you a wonderful holiday and a Happy New Year,

Marianne

*Marianne S. Gengenbach
Chief, Office of Environmental Services, Division of State Lands
Florida Department of Environmental Protection
370N Carr Building, 3900 Commonwealth Boulevard
Tallahassee, FL, 32399
850-245-2555
850-245-2572 (fax)*

From: Hodges, Steven M [mailto:Steven.Hodges@talgov.com]
Sent: Friday, December 20, 2013 5:02 PM
To: Gengenbach, Marianne
Cc: Wiebler, Brian T.; Carver, Jennifer
Subject: Proposed Future Land Use and Zoning Change for the Lake Overstreet Addition

Ms. Gengenbach,

This email is a response to your request for more information on the proposed land use and zoning changes for the "Lake Overstreet Addition" to the Alfred B. Maclay Gardens State Park.

History

As part of the Future Land Use Map in the Tallahassee – Leon County Comprehensive Plan and the Tallahassee – Leon County Zoning Map, our department routinely changes the Future Land Use and Zoning designations to Recreation/Open Space and Open Space, respectively, for open space areas, parks, greenways, wildlife management areas, state and national forests, and other conservation properties. We have done so since the Comprehensive Plan was adopted in 1991. Virtually all publicly-owned conservation areas in Leon County have been designated

Recreation/Open Space in the Comprehensive Plan. These include the J.R. Alford Greenway, Miccosukee Canopy Road Greenway, Kirk Edwards Wildlife Management Area, the original Alfred B. Maclay Gardens State Park, the Elinor Klapp-Phipps Park, the Leon County units of the Wakulla State Forest, the Talquin State Forest, and the Apalachicola National Forest, and most properties owned and managed by the City of Tallahassee and Leon County departments of parks and recreation.

Most of these parcels have Open Space zoning as well. In 2012, our department rezoned the entire J.R. Alford Greenway, which is owned by the State of Florida, to Open Space, as well as an adjacent parcel that is managed by the Florida Fish and Wildlife Conservation Commission as part of the Kirk Edwards Wildlife Management Area. Our department is also currently proceeding with proposed changes in the Future Land Use and Zoning designations for the Governor's Mansion, The Grove, and the San Luis Mission State Historical Park. Each of these areas are being changed to Government Operational Future Land Use and Zoning designations. The state agencies that manage these properties have all agreed to these proposed land use and zoning changes.

Lake Overstreet Addition

Based on a unanimous vote taken by the Leon County Board of County Commissioners in an advertised workshop on November 19, 2013, the Tallahassee – Leon County Planning Department has been directed by the Board to change the Future Land Use Map designation of three parcels totaling approximately 858 acres from Lake Protection & Residential Preservation to Recreation/Open Space. These three parcels are located east of Meridian Road between Maclay and Miller Landing roads, and were purchased by the State of Florida to add to the existing Alfred B. Maclay Gardens State Park. Planning staff recently noted this discrepancy as part of a larger planning project for the Lake Jackson watershed area, and recommended the proposed amendment. Staff also proposes to change the Zoning designation for these three parcels from Lake Protection to Open Space. The proposed amendment is part of our 2014-1 Amendment Cycle, and the amendment designation is PCM140109.

The Future Land Use and Zoning designations for these three parcels were never updated to reflect the intent and existing use of these properties, and are therefore not consistent with the Comprehensive Plan, the Official Zoning Map, and with all other federal, state, and local conservation areas within Leon County. Changing the Future Land Use and Zoning designations for these three parcels will make our Future Land Use and Zoning maps internally consistent and accurate, and will be consistent with our past local practice since 1991. This proposed amendment is also consistent with F.S. 163.3187(4), which states that comprehensive plans may only be amended in such a way as to preserve the internal consistency of the plan.

Staff has included here as an attachment an excerpt from a draft of the staff report that will go to the Board of County Commissioners and the City Commission. It summarizes the current and proposed Future Land Use and Zoning designations. Additional information on the schedule of meetings for the 2014-1 Amendment Cycle can be found at <http://www.talgov.com/planning/PlanningHome.aspx>, along with the Comprehensive Plan and all City and County zoning districts.

Planning staff respectively requests that the Division of State Lands provide a statement in support of this proposed Future Land Use Map amendment and Zoning change. If, for some reason, the State decides to surplus any portion or all these subject parcels in the future, the State or any subsequent property owner(s) can request a change in the Future Land Use and Zoning designations if necessary for development.

Thank you for your consideration. Please contact me if you have any questions or comments.

Steve

Stephen M. Hodges, AICP

Senior Planner

Tallahassee – Leon County Planning Department

Renaissance Center

435 N. Macomb Street

Tallahassee, Florida 32301

850.891.6408 work

850.891.6404 fax

steven.hodges@talgov.com

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**RICK SCOTT
GOVERNOR**

**HERSCHEL T. VINYARD JR.
SECRETARY**

December 23, 2013

Mr. Stephen M. Hodges
Senior Planner
Tallahassee – Leon County Planning Department
Renaissance Center
435 North Macomb Street
Tallahassee, FL 32301

**Re: Proposed Future Land Use and Zoning Designations for the Lake Overstreet
Addition of Alfred B. Maclay Gardens State Park**

Dear Mr. Hodges:

The Division of State Lands, Office of Environmental Services, acting as agent for the Board of Trustees of the Internal Improvement Trust Fund, supports the proposed change in the Future Land Use Map designation of three parcels within Alfred B. Maclay Gardens State Park totaling approximately 858 acres from Lake Protection & Residential Preservation to Recreation/Open Space. Additionally, the Division supports the proposed change in the Zoning designation for these three parcels from Lake Protection to Open Space. The Division agrees that the proposed changes will better reflect the intent and existing use of these lands, and is in keeping with previous changes pursued by Leon County and supported by the Board of Trustees.

Sincerely,

A handwritten signature in black ink that reads "M.S. Gengenbach". The signature is fluid and cursive.

Marianne S. Gengenbach
Office of Environmental Services
Division of State Lands

From: [Hodges, Steven M](#)
To: ["George Reynolds IV"](#)
Cc: [Delilah Cureton](#)
Subject: RE: Leon County Northeast Park
Date: Monday, November 18, 2013 4:48:20 PM
Attachments: [image003.png](#)

Mr. Reynolds,

I've forwarded your email to the Leon County Department of Development Support and Environmental Management and to the Division of Parks and Recreation for consideration. You may want to consider attending the scheduled public meetings as part of the land use map amendment and the rezoning for this property to ensure that your client's interests are inserted into the public record. We have posted the Cycle 2014-1 applications and meeting schedule at <http://www.talgov.com/planning/planning-compln-2014-1.aspx>. We will update this website as additional information becomes available.

Thank you for contacting me on this matter. Please let me know if you have any additional requests or questions.

Steve

Stephen M. Hodges, AICP
Senior Planner
Tallahassee – Leon County Planning Department
Renaissance Center
435 N. Macomb Street
Tallahassee, Florida 32301
850.891.6408 work
850.891.6404 fax
steven.hodges@talgov.com
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Thank you for your email. Please note that under Florida's Public Records laws, most written communications to or from local government staff or officials regarding City or County business are public records available to the public and media upon request. Your email communications may therefore be subject to public disclosure.

From: George Reynolds IV [mailto:greynolds@qpwbllaw.com]
Sent: Monday, November 18, 2013 4:29 PM
To: Hodges, Steven M
Cc: Delilah Cureton
Subject: Leon County Northeast Park

Mr. Hodges: It was a pleasure speaking to you today about the proposed Northeast Park and the

application to amend the Leon County Comprehensive Plan. As we discussed, my client owns the property to the north and east of the Park on Thomasville and Proctor Roads. They are interested in the plans that Leon County has for the parcel, and would like to inquire about any vegetative or other buffer for the northern and eastern boundaries of the property. If someone could inform me as to the plans for any buffers between the park and surrounding properties to the north and east, I would greatly appreciate it. My client is interested in understanding what the proposed layout of the parcel will be once developed so that, if desired, it can have informed participation when the time comes for public comment. They hope that a buffer can and would be established on the northern and eastern boundaries of the park parcel, and look forward to hearing from and working with Leon County and the Planning Department on this issue.

Thank you again and best regards,

George Reynolds

George Spears Reynolds IV, Esq.

Quintairos, Prieto, Wood & Boyer, P.A.
215 South Monroe Street, Suite 600
Tallahassee, FL 32301
(850) 412-1042 Telephone
(850) 412-1043 Facsimile

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From: [George Reynolds IV](#)
To: [Hodges, Steven M](#)
Cc: [Delliah Cureton](#)
Subject: NE Park Comp. Plan Amend. Public Records Request
Date: Monday, November 18, 2013 2:19:50 PM

Mr. Steven Hodges:

This is a public records request pursuant to Chapter 119, Florida. Statutes. I am requesting a copy of your file and supporting documentation for the application submitted by the planning department for a Comprehensive Plan Amendment for the Northeast Park located on Thomasville and Proctor Roads (PCM 140108, Tax Parcel ID 14-12-20-002-0000). I would prefer to receive the copies in an electronic form either through a .pdf file sent to my email address, or copied on to a compact disk. If the costs of responding to this request will exceed \$10.00 please inform me prior to filling the request. I may choose to inspect the records rather than obtain copies. This request applies to all material, regardless of physical form (e.g., electronic, paper, video recording, photograph, GIS map, etc.).

If I should send this request to someone other than yourself, please let me know who is responsible for processing this public records request. Otherwise, I will wait to hear from you. Please let me know when I can expect to receive the responsive records.

Sincerely,

George Reynolds

George Spears Reynolds IV, Esq.

Quintairos, Prieto, Wood & Boyer, P.A.
215 South Monroe Street, Suite 600
Tallahassee, FL 32301
(850) 412-1042 Telephone
(850) 412-1043 Facsimile

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From: [George Reynolds IV](#)
To: [Hodges, Steven M](#)
Cc: [Delliah Cureton](#)
Subject: Leon County Northeast Park
Date: Monday, November 18, 2013 4:29:43 PM

Mr. Hodges: It was a pleasure speaking to you today about the proposed Northeast Park and the application to amend the Leon County Comprehensive Plan. As we discussed, my client owns the property to the north and east of the Park on Thomasville and Proctor Roads. They are interested in the plans that Leon County has for the parcel, and would like to inquire about any vegetative or other buffer for the northern and eastern boundaries of the property. If someone could inform me as to the plans for any buffers between the park and surrounding properties to the north and east, I would greatly appreciate it. My client is interested in understanding what the proposed layout of the parcel will be once developed so that, if desired, it can have informed participation when the time comes for public comment. They hope that a buffer can and would be established on the northern and eastern boundaries of the park parcel, and look forward to hearing from and working with Leon County and the Planning Department on this issue.

Thank you again and best regards,

George Reynolds

George Spears Reynolds IV, Esq.

Quintairos, Prieto, Wood & Boyer, P.A.
215 South Monroe Street, Suite 600
Tallahassee, FL 32301
(850) 412-1042 Telephone
(850) 412-1043 Facsimile

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From: [Hodges, Steven M](#)
To: [Tedder, Wayne](#)
Cc: [Haley, Jiwuan](#); [Doherty, Megan](#)
Subject: FW: Proposed Future Land Use and Zoning Change for the Lake Overstreet Addition
Date: Tuesday, February 04, 2014 5:15:40 PM
Attachments: [image001.png](#)
[Leon County 12-23-13.pdf](#)

Wayne,

As requested.

Steve

From: Gengenbach, Marianne [mailto:Marianne.Gengenbach@dep.state.fl.us]
Sent: Monday, December 23, 2013 3:45 PM
To: Hodges, Steven M
Cc: Larson, Aric
Subject: RE: Proposed Future Land Use and Zoning Change for the Lake Overstreet Addition

Mr. Hodges,

Attached you will find an electronic copy of our approval of the below referenced land use change. I hope that this meets your needs. We'll be happy to send a snail mail copy as well, should you need it. Just let me know.

Wishing you a wonderful holiday and a Happy New Year,

Marianne

*Marianne S. Gengenbach
Chief, Office of Environmental Services, Division of State Lands
Florida Department of Environmental Protection
370N Carr Building, 3900 Commonwealth Boulevard
Tallahassee, FL, 32399
850-245-2555
850-245-2572 (fax)*

From: Hodges, Steven M [<mailto:Steven.Hodges@talgov.com>]
Sent: Friday, December 20, 2013 5:02 PM
To: Gengenbach, Marianne
Cc: Wiebler, Brian T.; Carver, Jennifer
Subject: Proposed Future Land Use and Zoning Change for the Lake Overstreet Addition

Ms. Gengenbach,

This email is a response to your request for more information on the proposed land use and zoning changes for the “Lake Overstreet Addition” to the Alfred B. Maclay Gardens State Park.

History

As part of the Future Land Use Map in the Tallahassee – Leon County Comprehensive Plan and the Tallahassee – Leon County Zoning Map, our department routinely changes the Future Land Use and Zoning designations to Recreation/Open Space and Open Space, respectively, for open space areas, parks, greenways, wildlife management areas, state and national forests, and other conservation properties. We have done so since the Comprehensive Plan was adopted in 1991. Virtually all publicly-owned conservation areas in Leon County have been designated Recreation/Open Space in the Comprehensive Plan. These include the J.R. Alford Greenway, Miccosukee Canopy Road Greenway, Kirk Edwards Wildlife Management Area, the original Alfred B. Maclay Gardens State Park, the Elinor Klapp-Phipps Park, the Leon County units of the Wakulla State Forest, the Talquin State Forest, and the Apalachicola National Forest, and most properties owned and managed by the City of Tallahassee and Leon County departments of parks and recreation.

Most of these parcels have Open Space zoning as well. In 2012, our department rezoned the entire J.R. Alford Greenway, which is owned by the State of Florida, to Open Space, as well as an adjacent parcel that is managed by the Florida Fish and Wildlife Conservation Commission as part of the Kirk Edwards Wildlife Management Area. Our department is also currently proceeding with proposed changes in the Future Land Use and Zoning designations for the Governor’s Mansion, The Grove, and the San Luis Mission State Historical Park. Each of these areas are being changed to Government Operational Future Land Use and Zoning designations. The state agencies that manage these properties have all agreed to these proposed land use and zoning changes.

Lake Overstreet Addition

Based on a unanimous vote taken by the Leon County Board of County Commissioners in an advertised workshop on November 19, 2013, the Tallahassee – Leon County Planning Department has been directed by the Board to change the Future Land Use Map designation of three parcels totaling approximately 858 acres from Lake Protection & Residential Preservation to Recreation/Open Space. These three parcels are located east of Meridian Road between Maclay and Miller Landing roads, and were purchased by the State of Florida to add to the existing Alfred B. Maclay Gardens State Park. Planning staff recently noted this discrepancy as part of a larger planning project for the Lake Jackson watershed area, and recommended the proposed amendment. Staff also proposes to change the Zoning designation for these three parcels from Lake Protection to Open Space. The proposed amendment is part of our 2014-1 Amendment Cycle, and the amendment designation is PCM140109.

The Future Land Use and Zoning designations for these three parcels were never updated to reflect the intent and existing use of these properties, and are therefore not consistent with the Comprehensive Plan, the Official Zoning Map, and with all other federal, state, and local

conservation areas within Leon County. Changing the Future Land Use and Zoning designations for these three parcels will make our Future Land Use and Zoning maps internally consistent and accurate, and will be consistent with our past local practice since 1991. This proposed amendment is also consistent with F.S. 163.3187(4), which states that comprehensive plans may only be amended in such a way as to preserve the internal consistency of the plan.

Staff has included here as an attachment an excerpt from a draft of the staff report that will go to the Board of County Commissioners and the City Commission. It summarizes the current and proposed Future Land Use and Zoning designations. Additional information on the schedule of meetings for the 2014-1 Amendment Cycle can be found at <http://www.talgov.com/planning/PlanningHome.aspx>, along with the Comprehensive Plan and all City and County zoning districts.

Planning staff respectfully requests that the Division of State Lands provide a statement in support of this proposed Future Land Use Map amendment and Zoning change. If, for some reason, the State decides to surplus any portion or all these subject parcels in the future, the State or any subsequent property owner(s) can request a change in the Future Land Use and Zoning designations if necessary for development.

Thank you for your consideration. Please contact me if you have any questions or comments.

Steve

Stephen M. Hodges, AICP

Senior Planner

Tallahassee – Leon County Planning Department

Renaissance Center

435 N. Macomb Street

Tallahassee, Florida 32301

850.891.6408 work

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steven.hodges@talgov.com

People Focused, Performance Driven



Thank you for your email. Please note that under Florida's Public Records laws, most written communications to or from local government staff or officials regarding City or County business are public records available to the public and media upon request. Your email communications may therefore be subject to public disclosure.

Please take a few minutes to share your comments on the service you received from the Department by clicking on this link. [DEP Customer Survey](#).



FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

MARJORY STONEMAN DOUGLAS BUILDING
3900 COMMONWEALTH BOULEVARD
TALLAHASSEE, FLORIDA 32399-3000

RICK SCOTT
GOVERNOR

HERSCHEL T. VINYARD JR.
SECRETARY

December 23, 2013

Mr. Stephen M. Hodges
Senior Planner
Tallahassee – Leon County Planning Department
Renaissance Center
435 North Macomb Street
Tallahassee, FL 32301

**Re: Proposed Future Land Use and Zoning Designations for the Lake Overstreet
Addition of Alfred B. Maclay Gardens State Park**

Dear Mr. Hodges:

The Division of State Lands, Office of Environmental Services, acting as agent for the Board of Trustees of the Internal Improvement Trust Fund, supports the proposed change in the Future Land Use Map designation of three parcels within Alfred B. Maclay Gardens State Park totaling approximately 858 acres from Lake Protection & Residential Preservation to Recreation/Open Space. Additionally, the Division supports the proposed change in the Zoning designation for these three parcels from Lake Protection to Open Space. The Division agrees that the proposed changes will better reflect the intent and existing use of these lands, and is in keeping with previous changes pursued by Leon County and supported by the Board of Trustees.

Sincerely,

A handwritten signature in black ink that reads "M.S. Gengenbach". The signature is fluid and cursive.

Marianne S. Gengenbach
Office of Environmental Services
Division of State Lands

STATEMENT OF THE LEON COUNTY COUNTY-WIDE WATER RESOURCES CITIZENS ADVISORY COMMITTEE

The Leon County Board of County Commissioners specifically charged the County-Wide Water Resources Citizens Advisory Committee with the responsibility to recommend policies that would strengthen the linkage between water resources and land use. Based on this charge, the Committee reviewed Cycle 2014-1 Proposed Comprehensive Plan Amendment PCM140109 (Lake Overstreet Addition) at its meeting on December 2, 2013, and PCT140112 (Lake Protection Minimum Lot Size) at its meeting on January 6, 2014, and has the following recommendations:

The Committee voted unanimously on December 2, 2013 to recommend that the Leon County Board of County Commissioners **adopt the staff recommendation to approve Amendment PCM140109.**

The Committee voted unanimously on January 6, 2014 to recommend that the Leon County Board of County Commissioners **withdraw PCT140112 from the 2014-1 Cycle, and that this issue be reviewed at a later date as part of a planned amendment to create a common cluster development option for the Lake Protection land use category.**

I HEREBY CERTIFY that the above statements were duly approved by the Leon County Countywide Water Resources Citizens Advisory Committee at its meetings on December 2, 2013 and January 6, 2013.



Mr. Robert Scanlon, Chair

Dr. Jim Cavanagh
Mr. Grayal Farr
Mr. John Folks
Mr. Eric Friall
Dr. Pamela Hall
Mr. John Labie
Mr. Robert Scanlon

cc: Leon County Board of County Commissioners
Vincent S. Long, County Administrator

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I HEREBY CERTIFY that the above statements were duly approved by the Leon County Countywide Water Resources Citizens Advisory Committee at its meetings on December 2, 2013 and January 6, 2013.



Mr. Robert Scanlon, Chair

Dr. Jim Cavanagh
Mr. Grayal Farr
Mr. John Folks
Mr. Eric Friall
Dr. Pamela Hall
Mr. John Labie
Mr. Robert Scanlon

cc: Leon County Board of County Commissioners
Vincent S. Long, County Administrator

**Leon County
Board of County Commissioners**


Notes for Agenda Item #20

Leon County Board of County Commissioners

Cover Sheet for Agenda #20

April 8, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: First and Only Quasi-Judicial Public Hearing on a Proposed Ordinance Amending the Official Zoning Map to Change the Zoning Classification from the Residential Acre (RA) Zoning District to the Rural (R) Zoning District.

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Tony Park, P.E., Director, Public Works and Community Development Wayne Tedder, Director, Planning, Land Management & Community Enhancement Cherie Bryant, Planning Manager
Lead Staff/ Project Team:	Jay Schuck, Senior Planner, Land Use Division

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Conduct the first and only public hearing and adopt the proposed Ordinance (Attachment #1), amending the Official Zoning Map to change the zoning classification from the Residential Acre (RA) zoning district to the Rural (R) zoning district, based on the findings of the staff report and evidence submitted at the hearing hereon.

Report and Discussion

Background:

This application requests a change to the Official Zoning Map from the Residential Acre (RA) zoning district to the Rural (R) zoning district. The 65.88-acre subject site is located in the Woodville area of southeastern Leon County, along the north side of Natural Bridge Road, approximately 600 feet east of Taff Road. The subject site is a portion of the 116-acre Lewis Property presently undergoing a subdivision of land among the surviving heirs of Perry and Mary Lewis, as allowed in Policy 2.1.9 of the Tallahassee-Leon Comprehensive Plan. It is the intent of the proposed rezoning to incorporate the majority of the Lewis Property into the rural zoning district. The applicants for the rezoning are the members of the Lewis family who presently own illegally subdivided lots that constitute the subject site. The proposed rezoning Ordinance and location map is included as Attachment #1.

Historic Zoning: The 1989 Historic Zoning Atlas showed the historic zoning on the property to be A-2, an Agricultural Zoning category that allowed: agricultural activities; single-family and two-family dwellings; mobile homes; churches and schools; golf courses; cemeteries; greenhouses and plant nurseries; radio and television transmission stations; convalescent nursing homes; parks and playgrounds; commercial stables; commercial kennels; and, self-supporting transmission towers.

July 19, 1990: The Tallahassee-Leon County Comprehensive Plan was adopted. In the Comprehensive Plan, the Future Land Use Map (FLUM) split the Lewis property into two FLUM categories. Most of the subject property was placed into the Rural Community FLUM, and the remainder of the Lewis Property was placed in the Rural FLUM.

August 17, 1992: The Lewis Property was rezoned to implement the Comprehensive Plan. The subject property was rezoned to the Rural Community (RC) zoning district, which allows one and two family dwellings; manufactured homes; mobile home parks; minor and neighborhood commercial; passive and active recreation and community facilities; and, infrastructure. The residential density allowed in the RC zoning district is two dwelling units per acre without central sewer services and four dwelling units per acre with central sewer services.

The remainder of the Lewis property was rezoned to Rural (R), which allows low density residential, with a density of one dwelling unit per 10 acres of land, agricultural uses; and, industrial/commercial ancillary uses associated with agricultural uses. The Rural zoning district also allows passive and active recreation and community services (Attachment #2).

Current Zoning: The current zoning on the subject property is Residential Acre (RA); rezoning from RC to RA occurred in 2005 as a result of a countywide effort to reform and streamline the local comprehensive plan and the land development regulations. During the same period, information regarding the environmental sensitivity of groundwater resources in this area became known, due to a number of studies, including the Leon County Aquifer Vulnerability Assessment. For these reasons, a number of changes were made to the local comprehensive plan future land use categories and the zoning districts.

Residential Acre (RA) zoning allows agricultural uses, cemeteries, community facilities related to residential uses, golf courses, passive and active recreational facilities, and single-family detached dwellings. The RA area is generally intended for low density or intensity development; the areas are intended to apply on the periphery of the urban service area where sanitary sewer is not available. The allowed density is one dwelling unit per acre. Non-residential uses are limited to 10,000 square feet of gross building floor area per acre, unless there is no sewer, in which case the development is limited to 2,500 square feet of building area. For community service facilities, development is limited to 5,000 square feet or a 500-gallon septic tank.

February 11, 2014: Staff from the Development Support and Environmental Management Department provided the Board with a status report on Lewis family property at their February 11, 2014 meeting. The report summarized the outstanding issues surrounding the Lewis Family's proposed Policy 2.1.9 Subdivision. The report concluded that the County could not assist the Lewis family with the subdivision of their property until all family members that would be a party to the distribution of the Perry Lewis estate agreed to be signatories to the required application. However, the status report noted the Lewis family members fully supported a rezoning of their property to Rural, which would allow individual family members the ability to seek future property tax assessment reductions should they decide to pursue an agricultural exemption for their property consistent with applicable state laws and regulations.

April 1, 2014: The Tallahassee-Leon County Planning Commission will hold a public hearing on the proposed Ordinance. The Planning Commission's recommendation will be provided prior to the Board's consideration of the proposed Ordinance before the public hearing.

Analysis:

In accordance with Section 10-6.205(b) 11 (Procedures for Ordinance and Official Zoning Map Amendments) of the *Leon County Code of Ordinances*, the County shall consider the following in determining whether to recommend approval or denial of an application:

1. *Comprehensive Plan.* Is the proposal consistent with all applicable policies of the adopted Comprehensive Plan?

Yes. Conservation Element Policy 4.2.5.(4)(c) states that "no net increase in dwelling units as allowed by the Future Land Use Map on the effective date of this policy, shall be allowed in the Primary Springs Protection Zone" (PSPZ) (Attachment #3). The proposed rezoning would result in a net decrease in allowable dwelling units within the PSPZ.

Additionally, the subject property is in the Woodville Rural Community FLUM in the *Tallahassee-Leon County Comprehensive Plan*, which limits the allowable density to four dwelling units per acre (Future Land Use Element Policy 2.2.12). The proposed rezoning would downzone the property to the rural zoning district, which limits the development of the property to one dwelling unit per ten acres. This is consistent with the density limitations in the Woodville Rural Community FLUM.

2. *Conformance with the Land Development Regulations.* *Is the proposal in conformance with any applicable substantive requirements of the land development regulations, including minimum or maximum district size?*

Yes. The proposed rezoning will limit residential development to one dwelling unit per ten acres of land. However, an exemption to this density requirement in the Rural zoning district is contained in Comprehensive Plan Land Use Policy 2.1.9 and associated land development regulations. The pending 2.1.9 subdivision of the Lewis property would legally subdivide the property into 12 homestead lots of approximately seven acres.

The 2.1.9 provision is only allowed to be used once on a parcel of land. Therefore, the combined effect of the proposed rezoning and the pending 2.1.9 subdivision will be that none of the Lewis heirs will be able to re-subdivide their property into smaller lots, or use their land commercially.

A comparison of existing and proposed uses in the RA and R zoning districts is provided in Table 1, and a comparison of the allowable density and intensity is contained in Table 2. However, it should be noted that once the 2.1.9 subdivision is approved, the Lewis property would be limited to homestead use.

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Title: First and Only Quasi-Judicial Public Hearing on a Proposed Ordinance Amending the Official Zoning Map to Change the Zoning Classification from the Residential Acre (RA) Zoning District to the Rural (R) Zoning District.

April 8, 2014

Page 5

Table 1: Comparison of Existing and Proposed Permitted Uses		
Permitted Uses	Zoning Districts	
	RA	R
Agricultural production – crops.	X	X
Ornamental nursery products		X
Active and Passive Recreational facilities	X	X
Agricultural production – Livestock		X
Veterinary Services		X
Fish hatcheries and preserves		X
Postal Services*		X
Farm-product raw material		X
Hardware Store*		X
Retail nurseries and garden store*		X
Variety Store*		X
Grocery Store*		X
Meat and Fish Market*		X
Fruit and vegetable market*		X
Candy, nut and confectionary stores*		X
Dairy products stores*		X
Retail bakery*		X
Auto and home supply*		X
Gasoline service stations*		X
Convenience store*		X
Eating and drinking Place*		X
Drugstore and propriety stores*		X
Liquor stores*		X
Used merchandise stores*		X
Catalog and mail-order houses*		X
Fuel oil dealers*		X
Florist*		X
News dealers and newsstands*		X
Public golf course*	X	X
Library less than 7,500 sf	X	X
Public order & safety, police and fire protection	X	X
Passive recreation (nature trails, horseback trails, canoe trails etc.)	X	X
Active recreation (Tot lots, court sports, boat landings etc.)	X	X
Cemeteries	X	
Community Facilities related to residential uses including religious facilities, police/fire stations, elementary/middle schools, and libraries.	X	
Single-family detached dwellings	X	X
Two-family dwelling unit		X
Manufactured Homes		X

*Must be less than 5,000 sq. ft. in size and located within 330 feet of the centerline of the intersection of Natural Bridge Road and Lewiswood Lane. Only one quadrant of the intersection can be developed commercially (Section 10-6.619 (b) (1) (b), Leon county Land Development Code

Table 2: Development Intensity Allowed by District					
Zoning District	Maximum Residential Density	Minimum Lot Size	Maximum Non-Residential Building Size	Maximum Height	Allowable Density (57.17 acres)
RA	1 du/acre	1 acre (80 x 100 feet residential; or 100 x 100 non-residential)	10,000 sf per acre*	3 stories	57 dwelling units
R	1 du/10 acre**	10 acres residential; or ½ acre commercial or 2.1.9 subdivision	5,000 sf per building, 10,000 sf per quadrant	None for residential 45' for agricultural or commercial	5 dwelling units ***
* If no sewer non-residential is limited to 2,500 sf; community services to 5,000 sf or 500 gallon septic tank					
** §10-6.634 RA Residential Acre and §10-6.612 Rural (Refer to Attachment #2)					
***The pending 2.1.9 subdivision would allow a maximum residential density of two units per acre					

If the proposed rezoning is adopted the existing mobile home on Parcel 33-16-20-017-0000 would become a conforming use. However, the cemetery located on Parcel 33-16-20-022-0000 would become a legal non-conforming use.

3. **Changed Conditions.** *Have the land use and development conditions changed since the effective date of the existing zoning district regulations involved, which are relevant to the properties?*

No.

4. **Land Use Compatibility.** *Will the proposal result in any incompatible land uses, considering the type and location of uses involved?*

No. The subject property is surrounded by large lot single-family homes and undeveloped or agricultural acreage.

Table 3: Surrounding Zoning and Land Use			
Area	Zoning	Land Use	Physical Use
Subject Parcels	RA	Woodville Rural Community	One large-lot single-family home, one mobile home, a cemetery and timberland
North	R-1	Woodville Rural Community	Timberland (5-acre Strickland property, and other 95-acre lot)
South	RA	Woodville Rural Community	Vacant residential lot, one large-lot single-family home, and three mobile homes
East	RA	Woodville Rural Community	Three large-lot single-family homes, one mobile home and one vacant residential lot
West	RA	Woodville Rural Community	Vacant residential lot, timberland

5. *School Considerations.* *Is there capacity in area schools? What effects on enrollment could the proposed rezoning have on area schools?*

The proposed rezoning will reduce potential residential density. Therefore, it will not adversely impact school capacity (Attachment #4).

6. *Other Matters.* *Are there any other matters, which the Commission may deem relevant and appropriate?*

Planning staff sought guidance from the County Attorney's Office to ensure that the rezoning application would not constitute an illegal spot zoning. The County Attorney's Office stated that illegal spot zoning is typically defined as a rezoning that results in a small parcel having a greater allowable density than the density allowed on nearby parcels, resulting in disharmony with the character of the surrounding area. The proposed rezoning would not constitute illegal spot zoning because it will not result in an allowable density inconsistent with the character of the surrounding area. This is evidenced by the relatively large size of the subject parcel, the resulting reduction in overall allowable density for the subject parcel, and the greater or equal density allowed on nearby parcels.

Public Notification & Response:

This request has been noticed and advertised in accordance with the provisions of the Leon County Code of Ordinances (Attachment #5). The Planning Department mailed 69 notices to property owners within 1,000 feet of the subject property. To date, the Planning Department has received no responses.

Options:

1. Conduct the first and only public hearing and adopt the proposed Ordinance (Attachment #1), amending the Official Zoning Map to change the zoning classification from the Residential Acre (RA) zoning district to the Rural (R) zoning district, based on the findings of the staff report and evidence submitted at the hearing hereon.
2. Conduct the first and only public hearing and do not adopt the proposed Ordinance, retaining the existing Residential Acre (RA) zoning district, based on the findings and conclusions of the Planning Commission and the evidence presented at Hearing hereon.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Ordinance/Location Map
2. Comprehensive Plan Policies
3. Land Development Regulations: Primary Springs Protection and Zoning Categories
4. School Impact Analysis Form
5. Legal Ad

LEON COUNTY ORDINANCE NO. ____

AN ORDINANCE AMENDING LEON COUNTY ORDINANCE NO. 92-11 TO PROVIDE FOR A CHANGE IN ZONE CLASSIFICATION FROM THE RA RESIDENTIAL ACRE ZONING DISTRICT TO THE R RURAL ZONING DISTRICT IN LEON COUNTY, FLORIDA; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA:

SECTION 1. The Official Zoning Map as adopted in Leon County Ordinance No. 92-11 is hereby amended as it pertains to the following described real property:

PRZ140003: From Residential Acre (RA) to Rural (R)

LEGAL DESCRIPTION:

Portion of Parcel #33-16-20-016-0000 OR. 1517 Page 0102
More particularly described as follows.

Commence at the Southeast corner of the Northeast Quarter of Section 16, Township 2 South, Range 1 East, Leon County, Florida, and run South 89 degrees 33 minutes 20 seconds west 1261.31 feet, thence North 02, degrees 40 minutes West 487.62 feet; thence North 02 degrees 40 minutes West 483.44 feet to the POINT OF BEGINNING. From said POINT OF BEGINNING, run thence South 89 degrees 33 minutes 20 seconds West 459.95 feet; thence North 89 degrees 54 minutes 15 seconds West 499.22 feet to the Southeast corner of parcel ID # 33-16-20-018-000-0 OR 1517 Page 0120 of the Official Records of Leon County Florida. Thence run North 02 degrees 07 minutes East 664.51; thence North 89 degrees 54 minutes 15 seconds West 66.71 feet ; thence South 50 degrees 29 minutes 53 seconds West 411.07 feet; thence North 89 degrees 55 minutes 19 seconds West 10.77 feet; Thence North 00 degrees 02 minutes 07 seconds West 803.37 feet to the southwest corner of parcel ID # 33-16-20-019-000-0 OR 1517 Page 0117 of the Official Records of Leon County Florida. Thence N 88 degrees 12 minutes 24 seconds East 515.70 feet; thence North 85 degrees 59 minutes 48 seconds East 529.52 feet; thence North 00 degrees 02 minutes 07 seconds East 402.12 feet to the North boundary of Section 16, Township 2 South Range 1 East. Thence North 88 degrees 12 minutes 24 seconds East 278 feet more or less, to the southeast corner of parcel ID # 33-09-20-001-000-0. Thence South 1667 feet more or less to the POINT OF BEGINNING. 35.37 Acres more or less.

Parcel #33-16-20-018-0000
OR1517 Page 0120

Commence at an iron pipe accepted as marking the Northwest corner of the Northeast Quarter of Section 16, Township-2-South, Range-1-East, Leon County, Florida, and run thence South 00 degrees 02 minutes 07 seconds East 1225.93 feet to a concrete monument lying on the centerline of a proposed 60 foot ingress, egress, and utility easement for the POINT OF BEGINNING. From said POINT OF BEGINNING, run Easterly along said centerline as follows: thence South 89 degrees 55 minutes 19 seconds East 10.77 feet to a concrete monument; thence North 50 degrees 29 minutes 53 seconds East 411.07 feet to a concrete monument; thence South 89 degrees 54 minutes 15 seconds East 66.71 feet to a concrete monument; thence leaving said centerline and run South 00 degrees 02 minutes 07 seconds West 664.51 feet to a concrete monument; thence North 89 degrees 54 minutes 15 seconds West 402.50 feet to a concrete monument; thence North 00 degrees 02 minutes 07 seconds West 402.50 feet to the POINT OF BEGINNING. Containing 5.000 acres, more or less.

Parcel #33-16-20-019-0000
OR 1517 Page 0117

Begin at an iron pipe accepted as marking the Northwest corner of the Northeast Quarter of Section 16, Township-2-South, Range-1-East, Leon County, Florida, and run thence North 88 degrees 12 minutes 24 seconds East 515.70 feet to a concrete monument; thence South 00 degrees 02 minutes 07 seconds west 422.56 feet to a concrete monument; thence South 88 degrees 12 minutes 24 seconds West 515.70 feet to a concrete monument; thence North 00 degrees 02 minutes 07 seconds East 422.56 feet to the POINT OF BEGINNING. Containing 5.000 acres, more or less.

Mary Ellen Mills
Parcel #33-16-20-020-0000
OR 1517 Page 0118

Commence at an iron pipe accepted as marking the Northwest corner of the Northeast Quarter of Section 16, Township-2-South, Range-1-East, Leon County, Florida, and run thence North 88 degrees 12 minutes 24 seconds East 515.70 feet to a concrete monument for the POINT OF BEGINNING. From said POINT OF BEGINNING, continue thence North 88 degrees 12 minutes 24 seconds East 528.47 feet to a concrete monument; thence South 00 degrees 02 minutes 07 seconds West 402.12 feet to a concrete monument; thence South 85 degrees 59 minutes 48 seconds West 529.52 feet to a concrete monument; thence North 00 degrees 02 minutes 07 seconds East 422.56 feet to the POINT OF BEGINNING. Containing 5.000 acres, more or less.

Parcel #33-16-20-022-0000
OR1517 PG 0104
OR1517 PG 0105

Commence at an iron pipe accepted as marking the Northeast corner of Section 16, Township-2-South, Range-1-East, Leon County, Florida, and run thence South 00 degrees 05 minutes 13 seconds West 2056.33 feet to a concrete monument; thence North 89 degrees 58 minutes 41 seconds West 367.03 feet to a concrete monument; thence North 02 degrees 09 minutes 06 seconds West 340.89 feet to a concrete monument; thence North 89 degrees 54 minutes 15 seconds West 1377.31 feet to a concrete monument; thence South 02 degrees 01 minutes 34 seconds East 491.85 feet to a concrete monument; thence North 89 degrees 41 minutes 30 seconds West 20.05 feet to a concrete monument; thence South 02 degrees 04 minutes 09 seconds East 355.07 feet to a concrete monument lying on the Northerly maintained right-of-way of NATURAL BRIDGE ROAD; thence North 55 degrees 22 minutes 07 seconds West along said Northerly maintained right-of-way, a distance of 360.89 feet to a concrete monument for the POINT OF BEGINNING. From said POINT OF BEGINNING, continue thence North 55 degrees 22 minutes 07 seconds West along said Northerly maintained right-of-way, a distance of 106.90 feet to a concrete monument; thence leaving said Northerly maintained right-of-way and run North 00 degrees 02 minutes 07 seconds East 581.05 feet to a concrete monument; thence South 89 degrees 54 minutes 15 seconds East 88.00 feet to a concrete monument; thence South 00 degrees 02 minutes 07 seconds West 641.66 feet to the POINT OF BEGINNING. Containing 1.235 acres, more or less.

Parcel #33-16-20-017-0000
Bk: 3633 PG: 317

Commence at an iron pipe accepted as marking the Northeast corner of Section 16, Township-2-South, Range-1-East, Leon County, Florida, and run thence South 00 degrees 05 minutes 13 seconds West 2056.33 feet to a concrete monument; thence North 89 degrees 58 minutes 41 seconds West 367.03 feet to a concrete monument; thence North 02 degrees 09 minutes 06 seconds West 340.89 feet to a concrete monument; thence North 89 degrees 54 minutes 15 seconds West 1377.31 feet to a concrete monument for the POINT OF BEGINNING. From said POINT OF BEGINNING, run thence South 02 degrees 01 minutes 34 seconds East 491.85 feet to a concrete monument; thence North 89 degrees 41 minutes 30 seconds West 20.05 feet to a concrete monument; thence South 02 degrees 04 minutes 09 seconds East 355.07 feet to a concrete monument lying on the Northerly maintained right-of-way of NATURAL BRIDGE ROAD; thence North 55 degrees 22 minutes 07 seconds West along said Northerly maintained right-of-way, a distance of 360.89 feet to a concrete monument; thence leaving said Northerly maintained right-of-way, and run North 00 degrees 02 minutes 07 seconds East 641.66 feet to a concrete monument; thence South 89 degrees 54 minutes 15 seconds East 286.40 feet to the POINT OF BEGINNING. Containing 5.000 acres, more or less.

Parcel #33-16-20-011-0000
Bk: 3633 PG: 317

Commence at the Southeast corner of the Northeast Quarter of Section 16, Township 2 South, Range 1 East, Leon County, Florida, and run South 89 degrees 33 minutes 20 seconds West 1261.31 feet, thence North 02 degrees 40 minutes West 487.62 feet to the POINT OF BEGINNING. From said POINT OF BEGINNING thence South 89 degrees 42 minutes 40 seconds West 460.0 feet, thence North 02 degrees 40 minutes West 482.19 feet, thence North 89 degrees 33 minutes 20 seconds East 459.95 feet, thence South 02 degrees 40 minutes East 483.44 feet to the POINT OF BEGINNING, containing 5.094 acres more or less.

Parcel #33-16-20-004-0030
Bk: 3633 PG: 317

Commence at the Southeast corner of the Northeast Quarter of Section 16, Township 2 South, Range 1 East, Leon County, Florida, and run South 89 degrees 33 minutes 20 seconds West along the South boundary of the Northeast Quarter of said Section 16 a distance of 1261.31 feet, thence North 02 degrees 40 minutes West 227.88 feet to the POINT OF BEGINNING. From said POINT OF BEGINNING run thence North 86 degrees 54 minutes 48 seconds West 201.53 feet, thence North 56 degrees 06 minutes 33 seconds West 160.22 feet, thence South 89 degrees 40 minutes 29 seconds West 150.85 feet, thence North 02 degrees 40 minutes 00 seconds West 157.87 feet, more or less, to a point lying on the centerline of a proposed ingress, egress easement, thence North 89 degrees 42 minutes 40 seconds East along said centerline a distance of 480.35 feet, thence South 02 degrees 40 minutes 00 seconds East 259.74 feet to the POINT OF BEGINNING, containing 2.314 acres, more or less.

Parcel #33-16-20-004-0010
Bk: R2454 PG:00731

Commence at the Southeast corner of the Northeast Quarter of Section 16, Township 2 South, Range 1 East, Leon County, Florida, and run thence South 89 degrees 33 minutes 20 seconds West along the South boundary of the Northeast Quarter of said Section 16 a distance of 1261.39 feet, thence North 02 degrees 47 minutes 19 seconds West 227.88 feet, thence North 86 degrees 54 minutes 48 seconds West 201.53 feet to the POINT OF BEGINNING. From said POINT OF BEGINNING run North 56 degrees 06 minutes 33 minutes West 160.22 feet, thence South 89 degrees 40 minutes 29 seconds West 150.85 feet, thence South 02 degrees 40 minutes 00 seconds East (Bearing Base) 207.94 feet to the Northeasterly right of way boundary of Natural Bridge Road, thence South 55 degrees 47 minutes 52 seconds East along said Northeasterly right of way 199.57 feet, thence North 25 degrees 14 minutes 44 seconds East 255.85 feet to the POINT OF BEGINNING, containing 1.402 acres, more or less.

(See Exhibit A)

SECTION 2. All Ordinance or parts of Ordinance in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict, except to the extent of any conflicts with the Tallahassee-Leon County 2010 Comprehensive Plan as amended which provisions shall prevail over any parts of this ordinance which are inconsistent, either in whole or in part, with said Comprehensive Plan.

SECTION 3. If any word, phrase, clause, section or portion of this Ordinance shall be held invalid or unconstitutional by a court of competent jurisdiction, such portion or words shall be deemed a separate and independent provision and such holding shall not affect the validity of the remaining portions of this Ordinance.

SECTION 4. This Ordinance shall become effective as provided by law.

DULY PASSED AND ADOPTED by the Board of County Commissioners of
Leon County, Florida, on this ___ day of _____, 2014.

LEON COUNTY, FLORIDA

Kristin Dozier, Chairman
Board of County Commissioners

ATTEST:
Bob Inzer, Clerk of the Court

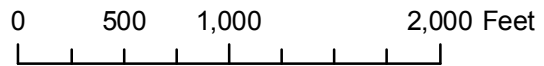
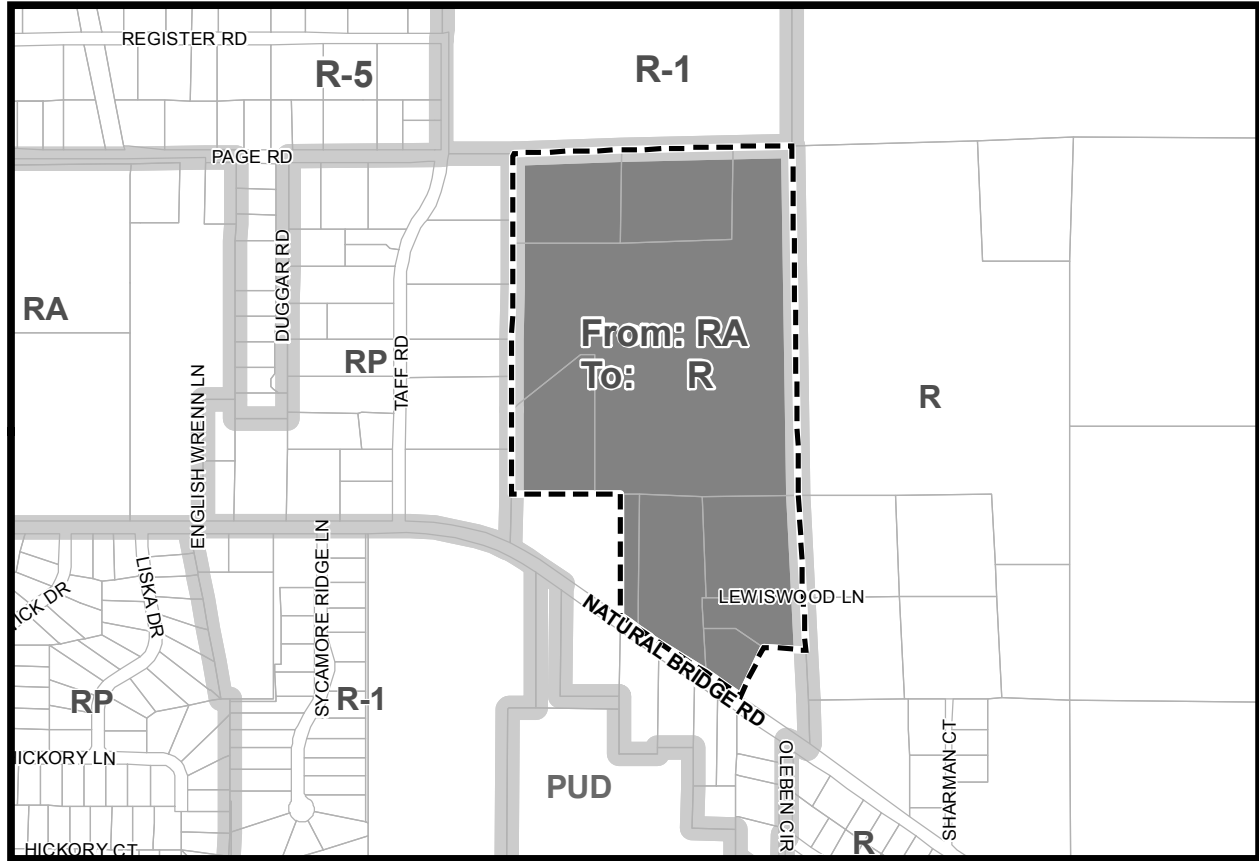
By: _____

APPROVED AS TO FORM:
County Attorney's Office
Leon County, Florida

By: _____
Herbert W. A. Thiele, Esq.
County Attorney

Lewis Family Rezoning

PRZ #140003



Sec. 10-6.615. Rural zoning district.

(a) *Purpose and intent.* The section applies to the rural district which includes undeveloped and nonintensively developed acreage remotely located away from urbanized areas containing the majority of the county's present agricultural, forestry and grazing activities. Land use intensities associated with urban activity are not anticipated during the time frame of the comprehensive plan, due to lack of urban infrastructure and services. Very low residential density (one unit per ten acres) and small scale commercial activities designed to service basic household needs of area residents are allowed as are passive recreational land uses. Industrial and ancillary commercial land uses associated directly with the timbering and/or agribusiness are permitted. This district is intended to maintain and promote present and future agricultural and silvicultural uses and to prohibit residential sprawl into remote areas lacking basic urban infrastructure and services.

(b) *Allowable uses.* For the purpose of this article, the following land use types are allowable in this zoning district and are controlled by the land use development standards of this article, the comprehensive plan and chart of permitted uses.

- (1) Agricultural.
- (2) Minor commercial.
- (3) Low density residential.
- (4) Passive recreation.
- (5) Active recreation.
- (6) Community services.
- (7) Light infrastructure.
- (8) Heavy infrastructure.
- (9) Postsecondary.

(c) *List of permitted uses.* See schedules of permitted uses, section 10-1202(a). Some of the uses on these schedules are itemized according to the Standard Industrial Code (SIC). Proposed activities and uses are indicated in the schedule. The activity or use may be classified as permitted, restricted, or permitted through special exception, or not allowed.

(d) *Development standards.* All proposed development shall meet the commercial site location standards (section 10-922); buffer zone standards (section 10-923); the parking and loading requirements (division 7); and the land use criteria as specified in section 10-1202.

Sec. 10-1202. Rural district.

(a) Allowable uses, appropriate permit level and applicable development and locational standards in the rural district are as follows:

P = Permitted use R = Restricted use S = Special exception

Legend	
Ag = Agricultural	CS = Community services
MC = Minor commercial	LI = Light industrial
LR = Low-density residential	LF = Light infrastructure
PR = Passive recreation	HLF = Heavy infrastructure
AR = Active recreation	

SIC Code	Name of Use	Development and Locational Standards							
		Ag	MC	LR	PR	AR	CS	LI	HLF
	RESIDENTIAL								
	Dwelling, one-family	P		P					
	Dwelling, two-family	P		P					
	Dwelling, mobile home	P		P					
	AGRICULTURE, FORESTRY, AND FISHING								
01	Agricultural production--Crops	P							
0181	Ornamental nursery products	P							
02	Agricultural production--Livestock	P							
074	Veterinary services	P	P						
0781	Landscape counseling and planning	R							
092	Fish hatcheries and preserves	P							
	MINING								
144	Sand and gravel	S							
145	Clay, ceramic, & refractory minerals	S							
	MANUFACTURING								
201	Meat products	R							
202	Dairy products	R							
203	Preserved fruits and vegetables	R							
204	Grain mill products	R							
205	Bakery products	R							
206	Sugar and confectionery products	R							
21	Tobacco products	R							
24	Lumber and wood products	R							
	TRANSPORTATION AND PUBLIC UTILITIES								
401	Railroads						S		S

SIC Code	Name of Use	Development and Locational Standards							
		Ag	MC	LR	PR	AR	CS	LI	HLF
43	Postal service		P						
4513	Air courier services								S
458	Airports, flying fields and services								S
483	Radio and television broadcasting						R		
	WHOLESALE TRADE								
503	Lumber and construction materials	S							
515	Farm-product raw materials	P							
	RETAIL TRADE								
525	Hardware stores		P						
526	Retail nurseries and garden stores		P						
533	Variety stores		P						
539	Misc. general merchandise stores		P						
541	Grocery stores		P						
542	Meat and fish markets		P						
543	Fruit and vegetable markets		P						
544	Candy, nut and confectionery stores		P						
545	Dairy products stores		P						
546	Retail bakeries		P						
553	Auto and home supply stores		P						
554	Gasoline service stations		P						
	Convenience store		P						
581	Eating and drinking places		P						
591	Drugstores and proprietary stores		P						
592	Liquor stores		P						
593	Used merchandise stores		P						
5961	Catalog and mail-order houses		P						
5983	Fuel oil dealers		S						
5984	Liquefied petroleum gas dealers		S						
5992	Florists		P						
5994	News dealers and newsstands		P						
	FINANCE, INSURANCE, AND REAL ESTATE								
602	Commercial banks		S						
603	Savings institutions		S						

SIC Code	Name of Use	Development and Locational Standards							
		Ag	MC	LR	PR	AR	CS	LI	HLF
606	Credit unions		S						
6553	Cemeteries		P				P		
	SERVICES								
703	Camps and recreational vehicle parks					R			
7353	Heavy construction equipment rental	R							
7359	Equipment rental and leasing, nec	R							
7992	Public golf courses		P			S			
7997	Membership sports and recreation clubs					S			
821	Elementary and secondary schools						S		
822	Colleges and universities						S		
823	Libraries--Less than 7500 sq. ft.		P						
823	Libraries--7500 sq. ft. or more						S		
824	Vocational schools						S		
841	Museums and art galleries					S			
842	Botanical and zoological gardens					S			
866	Religious organizations						R		
	PUBLIC ADMINISTRATION								
922	Public order and safety						P		
9221	Police protection						P		
9223	Correctional institutions								S
9224	Fire protection						P		
	RECREATION								
	Hiking and nature trails				P				
	Picnicking				P				
	Canoe trails				P				
	Bicycle trails				P				
	Horseback riding trails				P				
	Tot lots					P			
	Court sports					P			
	Field sports					P			
	Boat landings					P			
	Archaeological historical sites				S				

(b) The maximum allowable gross square footage in the rural district is as follows:

COMMERCIAL LAND USE TYPE	RURAL
MINOR	
Total location	20,000
Single site or quadrant	10,000
Single structure	5,000

Maximum 10,000 gross square feet, if located on a local street.

(c) Minimum development standards in the rural district are as follows:

	Low Density Residential	Commercial	Agricultural-Related Industrial	Community Services; Active Recreation; Public, Primary and Secondary Schools	Comp. Plan Policy 2.1.9. Subdivision
MINIMUM SETBACKS (FEET)					
Front yard					
Building	30	30	50	30	25
Parking	--	40	50	40	--
Corner yard					
Building	30	20	50	30	25
Parking	--	25	50	40	--
Side yard					
Building	20	25	50	40	15
Parking	--	25	50	40	--
Rear yard					
Building	50	50	50	50	50
Parking	--	40	50	50	50
Adjoining lower intensity use					
Building	--	15	100	--	--
Parking	--	15	100	--	--
Maximum percent impervious surface area	30	30	30	30	30
Maximum height at building envelope perimeter	35	35	35	35	35
Maximum height per additional setback	1'/1'	1'/1'	1'/1'	1'/1'	1'/1'
Total maximum height	--	45	45*	45	--
Minimum lot area (acres)	10.0	0.5	10.0	1.0	0.5
Minimum lot frontage	15	40	100	--	15

* This height applies to habitable portion of an industrial structure.

Section 10-6.634. RA Residential Acre District.

PERMITTED USES									
1. District Intent		2. Principal Uses				3. Accessory Uses			
<p>The RA zoning district is intended to be located in areas designated Bradfordville Mixed Use, Suburban, Urban Residential 2, or Woodville Rural Community on the Future Land Use Map and is intended to apply to selected areas located on the periphery of the urban service area where sanitary sewer is not expected to be available or environmental constraints exist. The regulations of this district are intended to permit low density or intensity development, consistent with environmental and infrastructure constraints, without precluding future expansion of urban services. The maximum gross density allowed for new residential development in the RA district is 1 dwelling unit per acre. This district also allows certain community and recreational facilities related to residential uses.</p>		<p>(1) Agricultural production - crops (2) Cemeteries (3) Community facilities related to residential uses including religious facilities, police/fire stations, elementary and middle schools and libraries. Vocational and high schools are prohibited. Other community facilities may be allowed in accordance with Section 10-6.806 of these regulations. (4) Golf courses. (5) Passive and active recreational facilities. (6) Single-family detached dwellings.</p>				<p>(1) A use or structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal use or structure and which comprises no more than 33 percent of the floor area or cubic volume of the principal use or structure, as determined by the County Administrator or designee. (2) Light infrastructure and/or utility services and facilities necessary to serve permitted uses, as determined by the County Administrator or designee.</p>			
DEVELOPMENT STANDARDS									
Use Category	4. Minimum Lot or Site Size			5. Minimum Building Setbacks			6. Maximum Building Restrictions		
	a. Lot or Site Area	b. Lot Width	c. Lot Depth	a. Front	b. Side-Interior Lot	c. Side-Corner Lot	d. Rear	a. Building Size (excluding gross building floor area used for parking)	b. Building Height (excluding stories used for parking)
Single-Family Detached Dwellings	1 acre	80 feet	100 feet	35 feet	15 feet on each side; or any combination of setbacks that equals at least 30 feet, provided that no such setback shall be less than 10 feet	25 feet	25 feet	not applicable	3 stories
Any Permitted Principal Non-Residential Uses	1 acre	100 feet	100 feet	35 feet	15 feet on each side; or any combination of setbacks that equals at least 30 feet, provided that no such setback shall be less than 10 feet	25 feet	25 feet	10,000 square feet of gross building floor area per acre	3 stories

GENERAL NOTES:

1. If central sanitary sewer is not available, non-residential development is limited to a maximum of 2,500 square feet of building area. Community service facilities are limited to a maximum of 5,000 square feet of building area or a 500 gallon septic tank. Also, refer to Sanitary Sewer Policy 2.1.12 of the Comprehensive Plan for additional requirements.
2. Refer to the Environmental Management Act (EMA) for information pertaining to the regulation of environmental features (preservation/conservation features), stormwater management requirements, etc.
3. Refer to the Concurrency Management Ordinance for information pertaining to the availability of capacity for certain public facilities (roads, parks, etc.).

CONSERVATION ELEMENT

Policy 4.2.5: [C] *(Effective 4/10/09; Revision Effective 12/15/11)*

By 2010, local government shall adopt in the Land Development Regulations a mapped Primary Spring Protection Zone (PSPZ) for Wakulla Springs based on the Leon County Aquifer Vulnerability Assessment (LAVA). Land development regulations shall be adopted to establish additional requirements and regulations within the PSPZ to minimize the adverse impacts of development on groundwater recharge quality and quantity. At a minimum, local government shall address the items below:

1. The preferred method of wastewater treatment in the PSPZ within the Woodville Rural Community and the USA shall be connection to sewer facilities designed to achieve Advanced Wastewater Treatment standards. Land development regulations and the Water and Sewer Agreement shall be amended to include enhanced requirements for new development and redevelopment to connect to Advanced Wastewater Treatment facilities. The costs of required sewer connections in the PSPZ shall be borne in part or in whole by the developer.

2. When connection to sewer facilities designed to achieve Advanced Wastewater Treatment standards is not available, new development and redevelopment in the PSPZ shall use Performance Based On-Site Treatment Disposal Systems (OSTDS) as defined in Policy 1.2.6: [SS]. Existing traditional OSTDS shall be upgraded to Performance Based OSTDS when the traditional OSTDS fails, as defined in the Florida Administrative Code. A process providing alternatives to upgrading to a Performance Based OSTDS at the time of traditional OSTDS failure may be developed for low-income households. To ensure that all existing traditional OSTDS and new Performance Based OSTDS function effectively, local government shall designate or institute a Responsible Management Entity and supporting fee structure.

3. New development and redevelopment in the PSPZ shall use a Low Impact Development approach, in addition to conventional water quality treatment infrastructure required outside the PSPZ, to minimize adverse impacts of development on water quality and Wakulla Springs. Land development regulations shall specify the mechanism for implementing the Low Impact Development planning and design approach.

4. Establish a transfer of development units system within the PSPZ to foster growth in Woodville Rural Community, increase the feasibility of providing centralized sewer service, and protect Wakulla Springs. The transfer of development units system shall be based on the policies below:

(A) The Rural and Urban Fringe Future Land Use Map categories inside the PSPZ shall be designated as the sending areas to transfer dwelling units out of. Expansion of the Urban Fringe Future Land Use Map category shall not be allowed in the PSPZ.

(B) Areas inside the Woodville Rural Community Future Land Use Map category, where connection to sewer facilities designed to achieve Wastewater Treatment standards is available and required, shall be designated to receive dwelling units.

(C) No net increase in dwelling units, as allowed by the Future Land Use Map on the effective date of this policy, shall be allowed in the PSPZ. Areas inside the USA are exempt from this policy and may increase in allowed density when consistent with applicable Comprehensive Plan policies. Approval of a Future Land Use Map amendment outside the USA that would allow an increased number of dwelling units shall require appropriate documentation that rights to the number of increased dwelling units have been, or are committed by a legally binding agreement to be, acquired from the designated sending areas.

5. Restrict fertilizer content and application rates within the PSPZ.

6. Protection of environmentally sensitive areas and features within the PSPZ shall be a priority for the local government environmental land acquisition program.

SCHOOL IMPACT ANALYSIS FORM

Agent Name: N/A Applicant Name: Lewis Family Address: Tallahassee, FL (see parcels below)	Date: 02-17-14 Telephone: Fax: Email:												
① Location of the proposed Comprehensive Plan Amendment or Rezoning: <i>Tax ID #:</i> 33-16-20-016-0000, 33-16-20-017-0000, 33-16-20-004-0030, 33-16-20-019-0000, 33-16-20-0000, 33-16-20-020-0000, 33-16-20-011-0000, 33-16-20-018-0000 & 33-16-20-004-0010 <i>Property address:</i> <i>Related Application(s):</i>													
② Type of requested change (check one): <input type="checkbox"/> Comprehensive plan land use amendment that permits residential development. <input checked="" type="checkbox"/> Rezoning that permits residential development. <input type="checkbox"/> Nonresidential land use amendment adjacent to existing residential development. <input type="checkbox"/> Nonresidential rezoning adjacent to existing residential development.*													
③ Proposed change in Future Land Use or Zoning classification: <input type="checkbox"/> <i>Comprehensive plan land use</i> From: _____ To: _____ <input checked="" type="checkbox"/> <i>Zoning</i> From: <u>Residential Acre (RA)</u> To: <u>Rural (R)</u>													
Planning Department staff use only:													
④ Maximum potential number of dwelling units permitted by the request: <i>Number of dwelling units:</i> <u>Maximum 1 dwelling unit per 10 acres</u> <i>Type(s) of dwelling units:</i> <u>Single Family Residential</u>													
Leon County Schools staff use only:													
⑤ School concurrency service areas (attendance zones) in which property is located. Before permitting, a School Impact Analysis Form with square footage needs to be submitted. <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;"></th> <th style="text-align: center;"><i>Elementary:</i></th> <th style="text-align: center;"><i>Middle:</i></th> <th style="text-align: center;"><i>High:</i></th> </tr> </thead> <tbody> <tr> <td>Present capacity</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>Post Development capacity</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			<i>Elementary:</i>	<i>Middle:</i>	<i>High:</i>	Present capacity	_____	_____	_____	Post Development capacity	_____	_____	_____
	<i>Elementary:</i>	<i>Middle:</i>	<i>High:</i>										
Present capacity	_____	_____	_____										
Post Development capacity	_____	_____	_____										

This form is required by §8.3 of the Public School Concurrency and Facility Planning Interlocal Agreement as adopted on September 1, 2006 by the City of Tallahassee, Leon County, and Leon County School Board. Pursuant to §6.4 of the Agreement, the City or County will transmit the School Impact Analysis Form to a designated employee of the School Board for review at the same time the application is submitted to all departments for review.

Public Hearing

Tallahassee-Leon County Planning Commission
April 1, 2014 – 6:00 p.m.
Second Floor Conference Room
Frenchtown Renaissance Center, 435 North Macomb Street

Attachment #5
Page 1 of 1



GENERAL LOCATION MAP
REZONINGS

1. Project Name: Superior Residence of Tallahassee PUD (PRZ140002)

Ordinance: 14-Z-09

Applicant: Rodejo Investments, LLC

Property Tax ID#: 31-02-20-047-0000, 31-02-20-043-0000 and 31-02-20-001-0000

Project Total Area: 14.93 acres \pm

Project Description: The application is for an amendment to the Official Zoning Map from the Single Family Detached, Attached and Two-Family Residential (R-3) Zoning District to the Planned Unit Development (PUD) Zoning District. The proposed PUD Concept Plan would allow elderly housing in up to 24 multi-family (two, three or four unit structures) independent living residences, at 4.60 dwelling units per acre, and up to 115 multi-family assisted living residences at 12.87 dwelling units per acre.

The subject property is located on the east side of Virgil Road, 180 feet south of the intersection of Virgil Road and Planters Ridge Drive.

2. Project Name: Lewis Family Rezoning (PRZ140003)

Ordinance: 14-__

Applicant: Lewis Family

Property Tax ID#: 33-16-20-016-0000, 33-16-20-017-0000, 33-16-20-0040030, 33-16-20-019-0000, 33-16-20-022-0000, 33-16-20-020-0000, 33-16-20-011-0000, 33-16-20-018-0000 & 33-16-20-004-0010

Project Total Area: 65.88 acres \pm

Project Description: From: RA (Residential Acre)
To: R (Rural)

These properties are located on the north side of Natural Bridge Road approximately 520 feet east from the intersection of Taff Road and Natural Bridge Road.

3. Project Name: Westgate Mission PUD Amendment (PRZ140004)

Ordinance: 14-Z-14

Applicant: City of Tallahassee

Property Tax ID#: 21-29-20-001-0000

Project Total Area: 5.04 acres \pm

Project Description: The application is for an amendment to the existing 5.04-acre Westgate Mission Planned Unit Development (PUD), located at 1570 Blountstown Street, to revise the PUD concept plan and development standards to allow temporary buildings as part of the multi-family development and to adjust the projected population to reflect a new maximum.

The subject property is located on the west side of Blountstown Street, approximately 900 feet south of the intersection of Tharpe and Blountstown Streets.

The Planning Commission will review these applications at the public hearing listed above. Persons with standing may file a petition for quasi-judicial proceedings within 15 days (or 30 days for a decision on a Type C application) from the date the decisions were rendered (City); or within fifteen (15) calendar days of the date of publication of notice of the Planning Commission Public Hearing on the application in the Tallahassee Democrat (County); in accordance with the Bylaws of the Planning Commission and the City of Tallahassee and Leon County Land Development Codes. Copies of the Bylaws and/or further information are available from the Planning Department at the Planning Department, 435 North Macomb Street, Tallahassee, FL, (850) 891-6400.

NOTICE: PLEASE BE ADVISED that if a person decides to appeal any decision made by the Planning Commission with respect to any matter considered at this meeting or hearing, such person will need a record of these proceedings; and, for this purpose, such person may need to ensure that a verbatim record of the proceedings is made, which record indicates the testimony and evidence upon which the appeal is to be based. The Planning Commission does not provide or prepare a record of these proceedings. [Page 544 of 544](#) 286.0105, Florida Statutes.

PC040114